

WANBOROUGH PARISH COUNCIL

Minutes of the Planning, Finance and Policy Committee meeting of Wanborough Parish Council held on Monday 13th March 2023 at Hooper's Field Sports Pavilion at 7.30pm

Present: Dave Hayward (Chair), Joe Smith, John Warr & Colin Offer
In Attendance: Angela Raymond (Parish Clerk)

Minutes Ref:
PFP/03/23/

- 1 Apologies: Apologies received from Bob Biggs and Gary Sumner and approved at the meeting.
- 2 Declaration of interest: None
- 3 Minutes of the meeting held on 9th January 2023
Resolved: Minutes of the meeting held on Monday 9th January 2023 were unanimously approved

THE MEETING WAS ADJOURNED FOR PUBLIC QUESTIONS
No questions received.

4. Planning

4.1 Planning Applications Received

S/AGRI/23/0206 - Lotmead Farm - Prior Approval Application for the erection of an agricultural building.

Resolved: Committee agreed to raise no objection in principle but wanted to highlight that this is an area of high archaeological interest due to the close proximity of the scheduled monument. It is therefore important that all the required surveys are carried out prior to the installation of the new building. Committee also wanted to ensure the footpath nearby is not impacted on.

S/COND/23/0193 – NEV Lotmead development site - Discharge of Condition 20 (Traffic Calming and Improve Pedestrian Access over A419).

The plans include S278 Wanborough Road plans from Merlin Way roundabout in Covingham to just before Poplars.

Resolved: Committee agreed that it will be disappointing to see the removal of large areas of hedgerow and the installation of streetlights on a rural road.

4.2 SBC's Strategic Housing and economic land availability assessment (SHELAA) and 'call for sites'. Consultation period ends 31st March 2023.

Clerk confirmed that this is the second SHELAA consultation, as SBC need to update their evidence base for the Local Plan review. SBC have confirmed that the two sites that were previously allocated, at Hewer's Close and land north of Warneage Green, will be carried over and are still included.

Resolved: Committee agreed to wait to see what sites have been put forward for Wanborough Parish before making any further comments.

5. Finance

5.1 To consider request for a grant received from Wanborough JFC towards 9v9 goal posts at Hooper's Field

Ian Butcher (Chair of WJFC) has asked for a grant from Wanborough Parish Council towards the cost of new 9v9 goal posts; they will be the same design as all the other new goal posts, in that they will be on wheels and stored at the side of the sports field locked up. The total cost is £3,000 and they are also gaining a grant from Wilts FA towards the cost.

Angela Raymond
Parish Clerk & RFO

Resolved: Committee agreed to put forward a recommendation to full council to offer a grant of £1,000 towards the cost of the goal posts to be paid in two instalments. £400 in the year ended 31st March 2023 and £600 in the year ended 31st March 2024.

5.2 To approve quote for a new fence around Church Meadow Play Area

Clerk circulated the results from the recent Survey Monkey questionnaire to gain feedback from residents in relation to purchasing a new fence, along with a list of their comments. Committee discussed quotes received.

Resolved: Committee agreed to put forward a recommendation to Full Council to approve the quote from Allbuild. The quote will need to be amended to include a second swing gate, plus an extra play inspection will need to be carried out after installation.

5.3 To approve quote for the replacement of floodlights on courts 1 & 2 to LED

Wanborough Tennis Club have confirmed they now have the funds to cover 50% of the cost to change the floodlights on courts 1 & 2 to LEDs and are looking for Parish Council to fund the other 50%. Four quotes have been received; Tennis Club confirmed which quote they would prefer, along with a detailed report confirming why they have chosen that quote.

Committee discussed the quotes, the extra cost of not choosing the cheapest quote and whether the additional cost would be justified.

Resolved: Committee agreed to put forward a recommendation to Full Council to fund 50% of the DACA quote for just over £10,000 (£5,000). It was agreed that if the Tennis Club prefer to go for a more expensive quote then that would be their decision but they would have to fund the additional cost themselves.

5.4 Financial Year to 31st March 2023

Clerk circulated financial statement confirming the current spend to date vs budget. Clerk confirmed that currently the Parish Council are due to be under budget for the year at around £9,300. Hooper's Field is currently projected to be slightly over budget by £800.

6 Policy

6.1 To review Standing Orders

Clerk confirmed that Parish Council last updated their Standing Orders in 2022; they are up to date and comply with NALC's recommendation. Clerk confirmed that she was not recommending any amendments to Parish Council's Standing Orders this year.

John Warr asked how changes could be made to the Standing Orders, stating that he had a few areas that he would like considered:-

- Standing Order 3b to change this to 10 days or at least 7 clear days rather than 3 clear days. Clerk confirmed that items in bold on the Standing Orders were "a legal requirement". Dave Hayward stated that to produce and finalise an agenda so far in advance was not always possible as there is so much happening, with new items needing to be added closer to the date of the meeting. Clerk confirmed that she would always try and send out the agenda as early as practically possible but due to workload this is not always possible.
- To remove reference to the committees from Standing Order 4. It was confirmed that the Standing Order provides a list of all the current committees and no reason could be seen for removing reference to them.
- To remove Standing Order 9d and instead have three Councillors responsible for agenda items. It was confirmed that it is the responsibility of the Proper Officer to compile the agenda and to have the final say on agenda items.

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Parish Clerk & RFO

Resolved: Committee agreed to make no amendments to Parish Council's Standing Orders which are due to be approved at the Annual Parish Meeting in May 2023.

6.2 To review Financial Regulations

Clerk confirmed that Parish Council's Financial Regulations were up to date and she was not putting forward any proposed amendments.

Resolved: Committee agreed to make no amendments to Parish Council's Financial Regulations which are due to be approved at the Annual Parish Meeting in May 2023.

6.3 To review new Code of Conduct ready for approval at the Annual Meeting in May 2023.

Parish Council approved and adopted NALC's new "Civility & Respect" pledge at the Parish Council meeting held on Monday 19th December 2022; as part of this pledge it was agreed to adopt NALC's new Code of Conduct.

Clerk circulated a copy of the new "Member's Code of Conduct" to all Councillors. She confirmed that the new Code of Conduct provides more detail and makes it easier to understand when Councillors should be declaring an interest.

Clerk confirmed that she has attended a training session on the new Code of Conduct, stating that it was run by NALC, was very informative and recommend Councillors attending too.

Resolved: Committee agreed to put forward new "Member's Code of Conduct" for approval at the Annual Parish Meeting in May 2023.

Meeting closed at 9pm

Next meeting TBC

Angela Raymond
Parish Clerk & RFO