

WANBOROUGH PARISH COUNCIL

Minutes of the Planning, Finance and Policy Committee meeting of Wanborough Parish Council held on Monday 14th March 2022 at Wanborough Village Hall at 7.30pm

Present: Dave Hayward (Chair), Bob Biggs, Joe Smith, Gary Sumner, John Warr.

In attendance: Angela Raymond (Clerk) and 1 member of public

Minutes Ref:-

HF/03/22/

1 Apologies: Colin Offer

2 Declaration of interest:

Bob Biggs declared an interest in item 4.2 as he has connections to Wanborough Scout Group. Joe Smith and Gary Sumner declared a personal interest in Southern Connector Road (SCR) planning applications.

THE MEETING WILL BE ADJOURNED FOR PUBLIC QUESTIONS.

A member of the Cricket Club, who is also a resident, attended the meeting to ask the Parish Council if they would consider a reduction in the Cricket Club's Licence Fee for the financial year to 31st March 2022. He provided his reasons and also asked if the proposed increase of 4% for the financial year to 31st March 2023 can be reduced as he felt this was too much of an increase on the basis of the reduced maintenance of the cricket outfield. He had also submitted a summary of the reasons behind his request in an e-mail to Councillors to review prior to the meeting.

Dave Hayward thanked him for attending the meeting and asked if the issue with the maintenance of the outfield had been discussed at the Hooper's Field meeting. Clerk confirmed that this has been discussed and has also been discussed with the contractor.

Dave Hayward suggested that item 4.1 on the agenda is brought forward to before item 3 (Planning) so that the representative from the Cricket Club didn't have to wait; Parish Council unanimously agreed.

4.1 Wanborough Cricket Club Licence Fee

Parish Council have received a request from Wanborough Cricket Club asking for a reduction in their Licence Fee for 2021/22 and a reduction in their 4% increase 2022/23.

Parish Council discussed, confirming that clubs received a reduction in their fees due to covid-19 in the year 2020/21 but not 2021/22, as clubs were able to re-open.

Cricket Club were asked if they had to cancel any of their matches during the season due to the outfield. Cricket Club confirmed that they did not have to, but the quality of play was affected.

John Warr confirmed that he felt a 4% increase was fair considering this is lower than current inflation and lower than the percentage increase in the precept. The facility is heavily subsidised, with the majority of the cost of the grass cutting contract so that the sports field is cut weekly for cricket.

Dave Hayward confirmed that Parish Council have always supported the Cricket Club, such as grants for equipment, but could not see how the council could justify reducing the current licence fee.

Resolved: Committee agreed to keep the Licence fees for 2022/23 and 2021/22 the same as previously agreed. Committee agreed to ask Hooper's Field committee to look into the issue of the cricket outfield to see how this can be improved.

*Angela Raymond
Parish Clerk & RFO*

3. Planning

3.1 Planning Applications Received

S/COND/22/0296 - New Eastern Villages Southern Connector Road - Discharge of conditions 3 (Construction Phasing Plan), 4 (Construction Method Statement), 5 (Construction and Environmental Management Plan), 11 (Landscape and Ecological Management Plan) and 26 (Traffic Management Plan) from previous permission S/20/1538 - Phase 2B (Main Construction works).

Resolved: Committee agreed to make the following objections:-

Condition 26 – This states that a wheel washing system on site not considered needed; they will use road sweepers instead as this is cheaper – Parish Council objected to this, as the original outline planning permission stated there would be an on site wheel washing system to ensure the public highway is kept clear. Over recent months it is clear the road sweeper cannot keep on top of keeping the public highway clear. Parish Council requested that the on site wheel washing system is put in place as part of the Traffic Management Plan.

Condition 11 – It's not clear how the applicant is keeping track of all the hedges and trees that have been removed in terms of quantity and area. The applicant states it will replace with at least much as has been removed but how can they state this if there doesn't seem to be anything in place to keep a record of what has been removed. There doesn't appear to be any hedge planting on south side (Wanborough side) of the Southern Connector Road roundabout at the bottom of Pack Hill. In order to screen the roundabout and mitigate the impact on Upper Wanborough Conservation Area there needs to be hedge planting in addition to the proposed trees, which will take several years to establish.

S/COND/22/0345 - Southern Connector Road, Land East Of The A419 And North Of Commonhead Roundabout And Pack Hill Swindon - Discharge of conditions 14, 15, 16 and 20 for Phase 2B Construction Works from previous permission S/20/1538.

Resolved: Committee agreed to make the following objections:-

Condition 20 – There are a number of swales marked on the plan which only appear to be 300mm by 200mm, which doesn't appear to be large enough to hold any water, plus they will get blocked very quickly.

There are two new ditches from the SCR to the Lyden Brook, both 1m wide. On the plan it states that permission needs to be gained from the Environment Agency. If the proposed drainage of the SCR relies on permission from the Environment Agency surely this should have been gained prior to submitting the discharge of condition. Parish Council objected to the condition being discharged until any such agreement is in place. These new ditches will need to be maintained to ensure the surrounding area is not flooded; it is not clear from the documents submitted how often these ditches will be maintained and by whom.

S/HOU/22/0344 - Nether Fen The Marsh - Erection of a detached garage

Resolved: Committee unanimously agreed to raise no objection.

4. Finance

4.1 Wanborough Cricket Club Licence Fee (discussed earlier in the meeting)

4.2 Grant application

Bob Biggs did not take part in the discussion or vote.

A grant application from 1st Wanborough Scout Group has been received asking for a grant towards the cost of purchasing two marquees. Committee discussed and Clerk confirmed the amount of budget remaining in the Grant budget for the financial year to 31st March 2022.

Resolved: Committee unanimously agreed to give a grant of £850 towards the cost of purchasing two marquees.

*Angela Raymond
Parish Clerk & RFO*

4.3 BT Phone box – Foxhill

Clerk confirmed that, after putting a message out to residents asking if anyone could help repair the door to the phone box at Foxhill, a resident who lives in Foxhill has come forward who has refurbished a phone box before. He is willing to give his time for free so Parish Council will only need to cover the cost of materials. Clerk confirmed that it will be necessary to get an electrician to survey and see if it's possible to connect.

Resolved: Committee approved a budget of £200.

4.4 Financial Year to 31st March 2022

Clerk circulated the budget and spend for the financial year to 31st March 2022 to all Councillors. Clerk confirmed that there is nothing of major concern for this financial year and overall the year should come out under budget. Outstanding S106 money for Hewer's Close is still awaited for the Lower Rec play area refurbishment; it would have been nice to have this prior to year end but it is looking unlikely.

5. Policy

5.1 To review Standing Orders

Clerk circulated recommendation based on National Association of Local Council's (NALC) template confirming that only minor amendments are needed to update the procurement values.

John Warr confirmed that he would like to make further amendments to the Standing Orders but has not had the opportunity to get them ready for this meeting. Dave Hayward confirmed that the NALC's Standing Orders are compiled to ensure they meet all legislation; any changes from what they propose would have to be checked if legal.

Clerk confirmed that majority of Parish Councils adopt NALC's Standing Orders; it's good practice to do so.

Resolved: Committee agreed to amend Standing Orders as per Clerk's recommendation to be adopted at the Annual meeting of the council in May 2022.

5.2 Communications Policy

Clerk circulated a Communications Policy to all Councillors. John Warr stated that he was not aware the Parish Council had a policy in place. Dave Hayward confirmed that it is a new policy that is being considered at the meeting. John Warr stated that he has not had the opportunity to review this policy and stated that he asked for it to be added to the next full council meeting. Bob Biggs confirmed that the purpose of committees is to consider and discuss things in more detail to reduce the pressure and time at full council meetings, so the present meeting was the time to discuss the policy. Clerk confirmed that under the terms of reference for this committee they have been delegated to review Parish Council's policies and to put forward any new policies to be considered.

Gary Sumner asked if the Chair reviews the Lyden article compiled by the Clerk and Bob Biggs confirmed that he did. He also confirmed that the Lyden article is a means of letting residents know what is happening and what has been agreed. It was agreed to amend the policy to include that the Lyden article is reviewed by the Chair, plus confirmation that the final decision will be in conjunction with the Chair.

Gary Sumner asked if the policy could be reviewed at the next committee meeting. Clerk confirmed that this can be done at the next committee meeting if there is a need for review.

Resolved: Committee agreed communications policy with the following two amendments:-

Item 7.3.c – To add "which is reviewed by the Chair"

Item 7.3.d – To add "in conjunction with the Chair"

Angela Raymond
Parish Clerk & RFO

5.3 To review Committee Structure

Clerk confirmed that the Parish Council currently have six committees. The committee structure has not been reviewed for a while and it might be worth the Council considering looking at ways it can be improved.

Action: Committee agreed to consider options and discuss further at the next meeting.

Meeting closed at 21.10

Angela Raymond
Parish Clerk & RFO