

# WANBOROUGH PARISH COUNCIL

Minutes of the Planning, Finance and Policy Committee meeting of Wanborough Parish Council held on Monday 9<sup>th</sup> January 2023 at Hooper's Field Pavilion at 7.30pm

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

**In Attendance:** Angela Raymond (Parish Clerk) and 1 member of public

Minutes Ref: PFP/01/23/

- 1 Apologies: Apologies received from Colin Offer and approved at the meeting.
- 2 Declaration of interest: Dave Hayward declared an interest in item 5.1 as he rents an allotment, and a personal interest in item 6.2 (allotment items only).  
Gary Sumner declared a personal interest in planning application at Redlands.

## THE MEETING WILL BE ADJOURNED FOR PUBLIC QUESTIONS

*A question was raised in relation to how the Parish Council were going to be able to pay for the cost of the allotment fencing with only about £1k of income for the allotments. Dave Hayward explained the reasoning behind the need for security fencing due to the changes on Wanborough Road. He confirmed that the committee were yet to discuss the cost of the fencing and this was on the agenda for later in the meeting.*

*A question was raised in relation to the Council's priorities and whether they should be paying for equipment used by the sports clubs at Hooper's Field. Dave Hayward confirmed that the list of capital and revenue projects including capital items for Hooper's Field were all due to be considered later in the meeting.*

3. To consider and discuss Planning Applications Received

**S/22/1817** - 3 Church Road - Erection of 1no dwelling, refurbishment of barn to form garage/annexe and associated works.

**Resolved:** Committee agreed to raise no objection but felt it was worth highlighting that access to the garage now crosses the bus stop marked out in front of it on Church Road.

**S/HOU/22/1735** - Autumn View Kite Hill - Erection of a first floor rear extension.

**Resolved:** Committee agreed to raise no objection

**S/RES/22/1795** - Redlands Eastern Villages - Reserved Matters application for the layout, scale, appearance and landscaping of 3no. Dwellings in pursuant of S/OUT/16/0021.

Committee discussed the application and agreed that, as with other developments, parking is clearly going to end up being a problem due to tandem style parking space design. The village square car park is next to this site and it's likely they residents will use that area for parking instead. Until parking standards are changed it is difficult to raise an objection to this.

**Resolved:** Committee agreed to raise no objection.

4. Hooper's Field Sports Facility

4.1 Hooper's Field budget and spend for 2022/23 was reviewed by the Committee. A discussion took place in relation to the gas and electricity unit cost. Clerk confirmed that the unit cost had increased from 18p a unit to 50.5p a unit. There is currently a subsidy until end of March 2023 and from 1<sup>st</sup> April 2023 the unit charge could increase to 84p a unit if the subsidy is not extended.

4.2 The committee discussed the hall hire hourly charge for 2023/24.

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*Parish Clerk & RFO*

**Resolved:** Committee agreed to put forward the following proposal for approval at Full Council:-

- To keep the hourly rate at £10 plus VAT for bookings made by local residents.
- To increase the hourly rate to £20 plus VAT for bookings by those outside the Parish, with a minimum charge of £100 for developers booking the hall for drop in workshops.

4.3 The committee discussed Club Licence Fees for 2023/24.

**Resolved:** Committee agreed to put forward the following proposal for approval at Full Council:-

- To increase the annual Licence fee for Wanborough Bowls Club, Wanborough Tennis Club and Wanborough Cricket Club by £200. Annual fees for 2023/24 (excluding VAT) will be:

Wanborough Bowls Club            £2,012.72

Wanborough Cricket Club        £2,239.10

Wanborough Tennis Club        £3,993.85

- To increase the annual charge for Wanborough JFC and other Football Clubs by 5% (excluding VAT):

Wanborough JFC - small pitches £163.80 per team per season

Wanborough JFC - large pitch £420 per team per season

Large pitch - Juniors (outside village) £472.50 per team per season

Large pitch - Adults (outside village) £682 per team per season

## 5. Allotments – Annual Fee

5.1 *(Dave Hayward left the room while this item was discussed)* – Bob Biggs confirmed that the increase for 2023/24 has already been approved at £40 for a full plot and £20 for half plot. He confirmed that it was the intention to increase again to bring it up to a similar charge to other allotment sites, but due to Wanborough Road closure he felt it wasn't appropriate for the time-being.

**Resolved:** Committee agreed to keep the rate at £40 for full plot and £20 for half plot and not to increase any further for 2024/25.

## 6. Capital and Reserves:

6.1 Clerk circulated a list of all reserves, including those restricted (S106 and CiL receipts) and unrestricted reserves. Committee reviewed.

Gary Sumner asked if there is anything that the Bloor money (Springlines Meadow) could be spent on as it has been sitting there for a while, suggestions included a new bench, maintaining the trees along the edge of the road, dog bin. **ACTION** Clerk to check what this money can be spent on.

6.2 The committee reviewed the list of capital and project costs submitted by committees for consideration.

**Resolved:-** Committee agreed to include the costs for the following projects:-

- Hooper's Field CCTV - £2,000
- New Parish Council website - £3,000
- Play equipment (capital reserve account) - £5,000
- Village furniture (replacement of 3 litter bins) - £1,500
- Church Meadow Play Area Fence - £12,000

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A discussion took place in relation to the quote received to install a security fence around the allotment site. Dave Hayward and Bob Biggs explained why they felt this was needed. In addition to the cost of the fence there would be a substantial amount of preparation work needed in order to have space to install the fence. The allotments currently have £4.5k in reserves (once SBC transfer the £3k of S106 money) but this is not sufficient to cover the full cost of a new fence. It was agreed to look into purchasing new hedge plants and filling the gaps in the hedge and extending along the edge of the boundary. **ACTION** Clerk to look into cost of bare root hedge plants.

A discussion took place in relation to the Hooper's Field equipment costs and the replacement of Tennis Club floodlights with LEDs. Committee raised concerns in relation to the Bowls Club equipment, where they were proposing to store it and what insurance they have in place. **ACTION** Clerk to ask the Bowls Club.

Committee agreed to discuss match funding with the clubs to see how much they can contribute towards the floodlights and equipment. **ACTION** To raise the questions at the Hooper's Field Committee meeting on 16<sup>th</sup> January 2023.

*For Items 7.1 Exclusion of Public and Press. To resolve in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw'. Reason: Staffing matters.*

7. Staffing:

7.1 The committee discussed staffing hours, pay scale for 2023/24

**Resolved:** Committee agreed to recommend a 1 scale point increase for the Assistant Clerk to SCP11. Parish Clerk's pay scale to remain the same. Parish Clerk's Use of home as Office to increase to £120 a quarter.

7.2 The Committee noted the increase in employer's contribution rate for Wiltshire Pension Fund for 2023/24 from 18.7% to 19.7%.

8. Precept:

8.1 Committee reviewed the Parish Council spend to date and current budget for 2022/23.

8.2 Committee discussed the budget & Precept for 2023/24.

**Resolved:** Committee agreed to recommend a budget of £127,369.75, funded by:-

Precept	£114,973.44
CTS Grant	£1,278.00
Allotment Income	£1,350.00
Interest	£320.00
<b>Release of General Reserves</b>	<b>£9,448.31</b>
Total Budget	£127,369.75

Total Precept of £114,973.44 represents a 3% increase, equivalent to £114.05 per Band D property.

Analysis of the budget can be viewed in the appendix to the minutes.

Meeting closed at 9.45pm

*Angela Raymond*  
*Parish Clerk & RFO*