

WANBOROUGH PARISH COUNCIL

Minutes of the meeting of Wanborough Parish Council held on **21st December 2009** in Wanborough Village Hall, High Street, Wanborough at 19:30.

PRESENT: Mr W Suter (Chairman), Mr G Sumner (Vice-Chairman), Mr A Bennett (from 20.00 onwards), Mr B Biggs, Mr C Hayes, Mr D Hayward, Mr C Offer, Mrs K Pearson, Dr A Phillipson, Mr R Whitfield,

IN ATTENDANCE: Mrs H Craven-Jones (Clerk).

1 Apologies: Mr WJ Smith, Mr A Bennett had apologised in advance that he might arrive late for this meeting.

2 Declaration of interest: Mr C Hayes, Mr D Hayward, Dr A Phillipson and Mrs K Pearson declared a personal interest in agenda items 6.2, Footpaths, Village Maintenance and Allotments, if any discussion were to take place relating to the allotments, as they rent allotments.

Mr R Whitfield declared a personal interest in agenda item 6.6, Eastern Development Area, as he is a member of the East of Swindon Communities Group. Mr G Sumner declared a personal interest in agenda item 6.6, Eastern Development Area, as he is a Western Vale Villages (WVV) Steering Group committee member, Wanborough Action Group Chairman and Chairman of the East of Swindon Communities Group. Dr A Phillipson declared a personal interest in agenda item 6.6, Eastern Development Area, as he is a member of the East of Swindon Communities Group. Mr G Sumner declared a prejudicial interest in agenda item, 8.4, Grants.

3 Minutes: The minutes of the previous meeting held on 21st December 2009 had been circulated to all Parish Councillors. The minutes were signed by the Chairman as a true record. The Clerk was asked to distribute the half year financial statement to all of the Parish Council as Dr A Phillipson could not re-call seeing an updated version.

4 Report from Ward Councillor: Mr A Bennett spoke about the South Cluster and the Roadshow that is taking place on 4th February 2010 at Wanborough Primary

School. Mr A Bennett confirmed that a representative from Thamesdown Transport will be attending.

5 PLANNING

5.1 To consider Planning Applications Received:

S/09/2271/KIWA – Ashview, Kite Hill, Wanborough, Swindon, SN4 0AW – Erection of a single storey extension and two rear dormer windows. No objections.

5.2 To notify the Schedule to the Permission/Consent received:

S/09/1774/RM – Lotmead Farmhouse, Lotmead Farm, Stratton Road, Wanborough, Swindon, SN4 0SN – Erection of a single storey extension.

5.3 To notify the Schedule to the Refusal of Planning Permission/Consent:

None.

5.4 To notify Conservation Area Consent received:

None.

5.5 Planning Inspectorate Appeal:

6 COMMITTEE AND REPRESENTATIVES

6.1 Hoopers Field and Recreation:

6.1.1 18th January 2010. This date is to be confirmed by Mr C offer early January. Agenda to be e-mailed to the Clerk in order for it to be distributed. Clerk to follow this up with Mr C Offer.

6.1.2 Mr W Suter confirmed that the Parish Lengthsman is currently carrying out maintenance work at the Bowls Club at Hoopers Field which involves fitting new gates and sidegates. The Lengthsman is also re-spreading the stones on the driveway at Hoopers Field.

The Clerk was asked to speak to the Lengthsman about checking the salt bins within the Parish due to the current/continuing weather conditions. Clerk will ask SBC to top up salt bins if it is required.

6.2 Footpaths, Village Maintenance and Allotments:

Agreed by Parish Council that payment should now be made to Mr Hinton for work carried out at Green Lane. Clerk to action this.

The Parish Council would like to establish some further details about the grant in relation to the Swamp Fund. Sub-Committee to report on this at the next meeting.

6.3 Wanborough Village Hall Management Committee:

Clerk has contacted Rev Robin Cardwell/Diocese representative in order to arrange a meeting early January 2010 to discuss the lease on the Village Hall. G. Sumner to attend this meeting and represent the Parish Council. WPC would ideally like a 99 year lease.

As previously agreed, a final instalment of £5,581.95 is to be paid to Wanborough Village Hall in respect of the roof. Clerk to arrange a bank transfer so that there are sufficient funds to cover this and a cheque for this amount will then be passed to Mr A Garton.

A request for the total sum given to the Village Hall was made by C.Offer. Clerk to prepare these figures for meeting on 25th January 2010.

6.4 Planning and Finance:

The proposals of the Planning and Finance Committee held on Monday 7th December 2009 were considered by the Parish Council.

6.4.1 The Committee proposed a 2.5% increase per dwelling, in the Parish Council's Precept for 2010/11 of £53,439.14. This would result in a cost of £62.84 per band D dwelling. Parish Council's tax base has increased to 850.4 band D equivalent properties for 2010/11, from 841.4 for 2009/10.

Proposed budget of £53,439.14, is as follows:

Insurance	2,000
Subscriptions	650
Audit Fee	750
Legal Fees	300
Stationery & Postage	450
Parish Council Web Site	300
Newsletter	400
Village Hall room hire	200
Village Hall rent to Church (Diocese of Bristol)	200

Clerk's salary	9,500
Clerk's expenses	1,500
Clerk's pension	1,800
Clerk's training	100
Office Computer	200
Member's Allowances	2,269
Grants – S137 payments	1,100
Grant – Ridgeway Link	250
Grant – Lyden Magazine	200
Grant – Churchyard	700
Grant – Village Hall	500
George Gibbs Memorial	300
Village Grounds Maintenance	3,500
Village Tree Works	1,500
Village Lengthsman	6,500
Empty village litter bins	0
Equipment Village Maintenance	1,000
Allotments (Rent/Water Supply/Maint)	625
Hooper's Field	14,000
Village Hall roof fund	0
Play equipment Maintenance	600
General recreation (Play equip)	2,045

Wanborough Parish Council voted and agreed to the precept of £53,439.14 for 2010/2011, by a vote of six to two.

6.4.2 The Committee proposed that the allotment rents are increased by 63% over 3 years and that the increase for the first year – 2010/2011 should be 20%. Cost per square foot for 2010/2011 would 0.63 pence, from 0.525 pence per square foot for 2009/2010. The Clerk was asked to give notice of the increase to the allotment holders. Clerk to action this at the end of January 2010. Parish Council agreed this proposal.

6.4.3 The Committee proposed the following increases in the Hooper's Field Clubs' Licence Fees for 2010/2011:

	2009/2010	2010/2011	% increase
Cricket Club	£1,446.00	£1,518.30	5%

Wanborough FC (Est 10 matches)	£501.70	£526.78	5%
Southgate FC	£661.00	£694.05	5%
Wanborough JFC	£258.00	£270.90	5%
Castrol FC	£661.00	£694.05	5%
Tennis Club	£2,704.00	£2,839.20	5%
Bowls Club	£5,116.00	£5,371.80	5%
Hire of Hall	£11.00 p/h	£12.00 p/h	

Wanborough Parish Council unanimously agreed the increase in licence fees.

6.4.4 The Committee proposed an increase in the Cleaner's hourly rate, Mrs I Rowland, from £7.00 per hour to £7.20 per hour. This increase is to take effect from April 2010, at which time the Cleaner's annual performance review will be conducted. Clerk to diarise.

6.4.5 Clerk's salary not subject to review, as Clerk only commenced in the role December 2009. Clerk will have a review following their 6 month probationary review. Clerk to diarise. The Parish Council agreed that the Clerk can arrange for BT telephone line to be installed at their home office. Clerk to action this.

6.4.6 The Lengthsman's salary is currently as per local Government staff scale LC1, Spinal Column Point (SCP) 16, £8.545 per hour and he works approximately 11.8 hours per week. The Committee proposed that the Lengthsman's salary is reviewed in April 2010. The view is that it may increase to SCP 17. The Lengthsman will also have an annual performance review in April 2010. Clerk will diarise and inform Lengthsman that it will be taking place.

6.4.7 Parish Council Allowances: Parish Council agreed that there would be no increase to the Parish Council Allowances for 2010/2011.

6.4.8 The Committee suggested combining the Reserves fund with the Contingency fund. Out of this total amount, so much of this would then be allocated to Reserves, and named accordingly.

6.4.9 The Clerk was asked to establish when the Clerks Gratuity fund was set up. Clerk to have this information for the meeting in January.

6.5 Civil Protection Emergency Group:
Nothing to report.

6.6 Eastern Development Area: The potential growth of Wanborough as suggested within SHLAA, (Strategic Housing Land Availability Assessment) of "potentially available land" (which may be available for housing) will be subject to a review by SBC in February 2010.

7 FINANCE

7.1 Financial Statement:

The monthly financial statement was circulated. It was proposed by Mr C Hayes and seconded by Mr C Offer that "The Financial Statement be accepted, the payment of accounts be endorsed and the bills for payment be accepted and paid, the petty cash expenditure for December 2009 be endorsed and the transfers to cover December 2009 expenditure be approved."

7.2 Monthly Cash Flow Statement: To be updated and circulated for the next meeting. New Clerk needed to clarify some points on the cash flow statement before it is distributed.

7.3 Half-year financial statement: The half-year financial statement prepared by Mrs P Shepherd was approved by Wanborough Parish Council on 21st December 2009. It was accepted and signed by the Vice Chairman.

7.4 WPC Grounds Maintenance Contract:
Nothing to report.

8. OTHERS

8.1 Transport:
Nothing reported.

8.2 Wiltshire Association of Local Councils:
Notes to be e-mailed around.

8.3 Neighbourhood Tasking Group:
Nothing reported.

8.4 Grants:
No applications received.

8.5 Parish Plan:

Nothing reported.

8.6 East of Swindon Communities Group:

Nothing reported.

9. Clerks's appointment:

New Clerk commenced in role on 2nd December 2009.

10. Vehicle activated signs:

Clerk to obtain update from Emily Sykes at SBC with regards to the VAS. It is understood that they are still awaiting approval from Dave Brown (Highways).

11. Governance:

Nothing reported.

12. Flooding:

Carl Collins has had a good response for applications for "Flood Resilience". Applications are being submitted to the Local Authority.

13. WPC Newsletter:

It was agreed that the following people will write articles for the next issue of the newsletter:

B Suter – Chairman's Report

G Sumner – Eastern Development Area, Flooding

C Hayes - Village Hall

A Bennett – Cluster Group

It is hoped that the newsletter will be distributed February 2010.

14. Swindon's Infrastructure requirements to support growth to 2026:

Nothing to report.

15. Youth and general parish involvement:

Nothing to report.

16. **CORRESPONDENCE:**

All correspondence received since the last meeting on 23rd November 2009 was

listed in the Clerk's notes and was available at the meeting.

The meeting closed at 21:05.

Date of next meeting is Monday 25th January 2010.