

WANBOROUGH PARISH COUNCIL

Minutes of the virtual meeting of Wanborough Parish Council held on **22nd February 2021** starting at 7.15pm.

PRESENT: Mr Bob Biggs (Chairperson), Mr Colin Hayes, Mr David Hayward, Mr John Emmins, Mr Colin Offer, Mr Joe Smith, Mr Mark Simpson, Mr Jon Beedon and Mrs Donna Stalker

In Attendance: Mrs A Raymond (Clerk), Mr Gary Sumner (Ward Councillor) and 1 member of public

Minute Ref
02/21/

1. Apologies: from Mr Mike Webster were received.
2. Declaration of interest: Joe Smith declared an interest in planning application S/COND/21/0228 – 0230 - Southern Connector Road.
3. Minutes
Resolved: The minutes of the full council meeting held on 25th January 2021 were unanimously approved; minutes to be signed by Chair at a future date when face to face meetings can be held.

THE MEETING WAS ADJOURNED FOR PUBLIC QUESTIONS.

No public questions received.

4. Ward Councillor report
Report received and circulated to all Councillors.
Southern Connector Road – Gary Sumner confirmed that there is an onsite compound but this will be closed for residents and there will be no direct contact with contractors on site; all residents should contact SBC if they have concerns.
Bob Biggs raised a concern in relation to the hedge removal at Pack Hill, referring to the Hedgerow Act 1997 which states that the LPA should have consulted with Parish Council prior to the hedge being removed. He stated that this hedge is an “important” hedge and there are procedures that LPA should have followed prior to removal. Bob Biggs also confirmed that Parish Council are due to discuss an application for the Southern Connector Road this evening, however work has already commenced prior to the deadline for comments.
Gary Sumner replied stating that all approvals are in place for the removal of hedgerow. If Parish Council have a specific query he should direct it to SBC who he is sure will have the appropriate answer. The aim is to remove the hedge prior to nesting season, plus there will be an ecologist onsite who will carry out inspections prior to removal.
Church Road double yellow lines – Gary Sumner confirmed that he has agreed a minor change to the double yellow lines to pull them back from the end by the Church by the length of half a car so it still will be difficult to actually park at that end.
Mark Simpson stated that his report was only received by Parish Council an hour prior to the meeting, so this is the first time they had heard that a scheme that had already been agreed by SBC is now being changed. He asked what authority had he got to change a scheme that has been agreed and whether he thinks he has followed the democratic process in relation to discussions with Parish Council to change a scheme.
Gary Sumner confirmed the reason for the minor change; he felt it was a compromise that would mean visually it will not impact on any photos in front of the Church and will still prevent parking, which is what the Parish Council wanted.

WANBOROUGH PARISH COUNCIL

Gary Sumner provided an update on Broadband confirming banners and posters will soon be going up to promote the scheme.

Flood Report – Dave Hayward asked when this report will be available for Parish Council to view. Gary Sumner stated that he has seen a draft of this report and expect Parish Council to receive it over the next couple of weeks. Dave Hayward stated that it has been a while since the meeting Parish Council had with Richard Bennett (SBC) when they looked at Church Road and how to slow the water flow from the top so it will be interesting to see what is included in the this report.

6.1 To consider Planning Applications received:

(Joe Smith removed himself from the discussion of the Southern Connector Road planning applications)

S/COND/21/0228 - Southern Connector Road (NEV) - Discharge of condition 3 (Construction Phasing Plan), 4 (Construction Method Statement), 5 (Construction and Environmental Management Plan), 7 (Landscape Scheme), 11 (Landscape and Ecological Management Plan), 17 (Written Scheme of Investigation), 18 (Archaeological Mitigation Strategy), 19 (Archaeological Management Plan) and 20 (Surface Water Drainage Scheme) from previous permission S/20/1538.

Resolved: Parish Council agreed to raise a concern in relation to the timings of this application (deadline for comment is on 26th February 2021), however it appears that work relating to this condition has already started. Parish Council agreed to raise the following objections:-

Archaeological Method Statement

- Section 7 - Drainage - It states that natural land drains in fields that are cut through or disrupted will not be repaired. Parish Council strongly object to this; any damage caused to natural land drains should be repaired to prevent flooding in the local area
- Section 8 - Positioning of Site Access - Parish Council strongly object to the proposed route stated for "operational vehicles" - There should be no traffic using The Marsh or any minor road via the village as these roads are very narrow rural roads that cannot cope with this type of traffic. All operational vehicles and deliveries should access The Marsh compound via Commonhead Roundabout only. All operational vehicles and deliveries to the Wanborough Road compound should access the site via Merlin Way only.

S/COND/21/0229 - Southern Connector Road (NEV) - Discharge of condition 9 (Tree and vegetation protection) from previous permission S/20/1538

Resolved: Parish Council raised no objection.

S/COND/21/0230 - Southern Connector Road (NEV) - Discharge of condition 13 (Ecological Mitigation Strategy for ground nesting birds) from previous permission S/20/1538.

Resolved: Parish Council raised no objection.

6.2 To consider Revised Planning Application received

S/COND/20/0708 Redlands - Discharge of condition 8 (Design Code) following Outline Planning Application S/OUT/16/0021 for the erection of up to 370no. dwellings, a local convenience store/community facility, primary school, open space, landscaping, access points to and from Wanborough Road and northern site boundary and eastern boundaries and associated infrastructure.

Resolved: Parish Council agreed to re-iterate their original objections.

6.3 Notification of Decisions received

S/HOU/20/1679 - 9 Avenell Road - Conversion of garage into habitable space - Granted

S/COND/20/1517 – Redlands - Discharge of condition 35 (Contaminated Land) from previous permission S/OUT/16/0021 - Granted

S/COND/20/1397 – Southern Connector Road (NEV)- Discharge of conditions 4 - (Construction Method Statement) and 5 (Construction Environmental Management Plan) from Planning Permission S/19/0703 - Granted

S/HOU/20/0883 - 5 Tallow Lane - Erection of a single storey side extension and porch – Granted

WANBOROUGH PARISH COUNCIL

7. To receive Clerk's Report & update on Action Points

A copy of the Clerk's report and action points were circulated to all Councillor and included in an appendix to the minutes.

8. Hooper's Field Committee

8.1 **Resolved:** Parish Council unanimously agreed to ratify the minutes of the meeting held on 8th February 2021.

Dave Hayward asked, based on the recent government announcement, whether the committee will have arrangements in place for re-opening. Bob Biggs confirmed that he will carry out an inspection.

9. Footpaths & Village Maintenance Committee

9.1 **Resolved:** Parish Council unanimously agreed to ratify the minutes of the meeting held on 15th February 2021.

9.2 To purchase a replacement bin at Church Meadow and relocation of small red bin to Rodway Open Space as recommended by the footpaths & village maintenance committee.

Resolved: Parish Council unanimously agreed to purchase a new bin from Glasdon at a cost of £300, plus an installation charge of £100, for total cost of £400.

9.3 To purchase a covid-19 "NHS & Key workers" bench for the village as recommended by the footpaths & village maintenance committee.

Resolved: Parish Council unanimously agreed to purchase bench at a cost of £1,250. Footpaths & Village maintenance committee to agree the wording on the plaque and proposed location.

10. SBC Highways

10.1 Wanborough Traffic Calming. Feedback from the consultation has now been received from SBC. Parish Council raised their disappointment that some of the comments made have not been given due consideration and it feels that once again being ignored. The current proposal will alter the character of the village.

Dave Hayward asked if there were any more detailed plans yet as it appears the link to SBC's website still only show the same plans from the consultation; they also do not show the proposed phasing that SBC informed Parish Council about.

Resolved: To remind SBC that Parish Council would like to be involved in the design of the detailed plans for this proposal. SBC state that they have carried out a "swept analysis" of a family car confirmation is sought that they have carried out the same analysis for a dustbin lorry entering / exiting Chapel Lane, and farm vehicles driving through the proposed new chicanes.

10.2 Road traffic order – Church Road

Although Parish Council have not been informed, it has been confirmed in the Ward Councillor report that there is a planned minor amendment to the proposed scheme.

Action Clerk to check with SBC that any minor change will not result in a delay to the implementation of the TRO on Church Road.

11. Hooper's Field Expansion Project

11.1 Hooper's Field Expansion Planning Application. All documents received from the architect for this application have been circulated to all Councillors for review. Parish Council have been given an estimate that the planning fee will be in the region of £1,015.

Resolved: After a discussion Parish Council voted 8 in favour, 1 against. Colin Offer asked for his vote against the proposal to be minuted. Parish Council agreed to submit the planning application. **Action** Clerk to ask SWA Architect to submit the planning application to SBC.

WANBOROUGH PARISH COUNCIL

12. Finance

12.1 To approve monthly payment schedule for February 2021:

Parish Council total payments	£4,694.59
Parish Council direct debit	£16.82
Hooper's Field total payments	£1,871.22

Resolved: Colin Hayes proposed, Bob Biggs seconded; monthly payment schedule for February 2021 was unanimously agreed.

12.1 To review monthly Cash Flow Statement to February 2021

Resolved: Colin Hayes proposed and Bob Biggs seconded; monthly cash flow statement for February 2021 was unanimously agreed

Meeting closed at 9.35pm

Next meeting 22nd March 2021

WANBOROUGH PARISH COUNCIL

CLERK'S REPORT

To 22nd February 2021

1. Hooper's Field Sports Facility

- a. Four Covid-19 support grants have been approved and money received.
- b. Pump supplies have carried out their annual service
- c. Insurance claim submitted for the small changing room. Zurich are due to confirm the excess that PC will need to pay.

2. SBC Flood Draft Flood Report

- a. SBC replied with regards to their application for funding as follows:-

We do not have any detailed plans as it was a speculative bid to try and get funding which would then be used to develop a scheme. Unfortunately the deadline has now passed so there is no longer a need for a letter of support. However, we did submit a bid to DEFRA without any letters of support on the local level, we will find out if we are successful some time in Spring

3. Car Park next to Church

SBC Planning Enforcement Officer provided the following reply in relation to whether parking the mini bus in the car park meets the planning condition as follows:-

I think it would be very difficult to enforce against other vehicles parking there because it isn't a 'car'.

I think it possibly reflects the age of the consent and the condition and certainly if we were to do that now we would use the term 'vehicle'.

I also believe the condition means that the spaces shouldn't be obstructed say by skips, recycling bins etc. and should be kept for and available for the parking of cars/vehicles.

I cannot see the parking of the minibus is a breach of the condition

Since the last PC meeting Bob & Dave have met with the 3 residents to discuss SBC's reply and Clerk has spoken to the driver of the mini bus.

The driver of the mini bus has decided, on the basis he doesn't want to upset any local residents, to move the mini bus and park somewhere else. He would like to thank the Parish Council for the consideration and apologies for the additional work this has caused.

4. Planning Enforcement

- a. A number of residents have raised a concern in relation to whether the company trading on Ham Road has the proper planning consents in place. The matter has been referred to SBC Planning Enforcement Officer who has confirmed they are investigating the matter.

5. Future Meeting Dates / Training dates

- Allotment Committee – 1st March 2021 10am
- SBC NEV Liaison meeting – 1st March 2021 2pm
- SBC Elections briefing – 4th March 2021 - Clerk
- SBC Parishes CMAG – 10th March 2021 – Clerk
- Full Parish Council meeting – 22nd March 2021

WANBOROUGH PARISH COUNCIL

Wanborough Parish Council

Action Points

PC meeting and minute no	Action	Owner	Status	Date completed
Outstanding	Springlines Meadow ditch, to chase SBC for confirmation of maintenance contract	Ward Councillor	Update:- July 20 meeting Cllr Sumner confirmed he had an onsite meeting with Highways. Ditch line has been re-instated but work on Church Road to ensure flood water reaches ditch outstanding.	
Ongoing	Highways improvements	Clerk	Update: Request made to Ward Councillor for Highways improvement on Church Road. Reply received from SBC SBC Informal consultation 3 rd October – 17 th October 2 nd Stage – Formal Consultation – ends 11 th December 2020	Completed Completed
Sept 2019	TRO signage at Foxhill – Cllr Hayes request for further information from SBC	Clerk	PC made a request to SBC for signage improvements at Foxhill junction in line with that at Covingham. – remains outstanding.	
November 2019	Install water meters at Hooper's Field for Bowls & Cricket Club	Clerk	To gain quotes from Plumber	
June 20	New Signage at Burycroft	Clerk	Request sent to SBC Highways for the single bend sign to be replaced with a double bend. To remove the "slow" road markings travelling eastbound. To install a second "double bend" sign in The Marsh at other end of the double bend and install the "slow" road marking in the correct place.	
July 20	Wanborough Traffic Calming	Clerk	SBC Consultation Letter submitted to SBC	

WANBOROUGH PARISH COUNCIL

			Virtual meeting held	
Oct 20	Land at the Corner of Church Road	Clerk / Councillors	Overgrown vegetation cleared and post & wire fence removed. Considerable amount of flytipping under trees from neighbouring property. Clerk to ask SBC if they can do anything about this. Land registry shows land is unregistered.	Completed
July - Nov 20	Adopt Telephone Box – Church Road & High Street	Clerk / Councillors	Church Road – BT adopt kiosk contract signed and submitted to BT Church Road – Waiting to hear final confirmation from BT that PC have adopted box. High Street – E-mail received from Bristol Diocese raising concerns.	Completed Completed
December 20	Adam’s Meadow Street sign	Clerk	Request made to SBC Highways asking if they will consider changing the sign at Stanley Close to state “Leading to Adam’s Meadow”	

WANBOROUGH PARISH COUNCIL

Payment Schedule

February 2021

Payment to	Reason	Amount	VAT Included
Mrs A J Raymond	Salary	**	
Wiltshire Pension Mr S Astbury	Pension Handyman	448.97 **	
St Andrew's Church	Lyden - Feb	250.00	
St Andrew's Church	Village Hall Rent	212.00	Yes
Mrs A J Raymond	Re-imburse Expenses	260.32	Yes
Mr D Clay	WiFi - Village Hall	25.00	Yes
Allbuild	Waste Collection	300.00	Yes
Mr S Astbury	Expenses	60.35	Yes
Allbuild	Flytipping collection	39.60	
Mr C Offer	Parish Councillor Allowance	**	
Mr W J Smith	Parish Councillor Allowance	**	
Mr R Biggs	Parish Councillor Allowance	**	
Mr D Hayward	Parish Councillor Allowance	**	
Mr M Simpson	Parish Councillor Allowance	**	
Mr J Beeden	Parish Councillor Allowance	**	Yes
ID Mobile	Mobile Phone	16.82	Yes
British Gas	Gas Service	46.80	Yes
Whelan Irrigation	Bowls Water Irrigation	600.00	Yes
Southern Electric	Electric	484.50	Yes
British Gas	Gas	331.92	Yes
Pump Supplies	Pump Service	408.00	

** Confidential under the Data Protection Act
Councillor Allowance £214, Chairman's Allowance £641