

Wanborough Parish Council

Minutes of the meeting of Wanborough Parish Council held on **22nd July 2019** in Wanborough Village Hall, High Street, Wanborough at 19.30.

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

In Attendance: Mrs A Raymond (Clerk), 1 member of public.

1. Apologies: Mr Jon Beeden, Mr Roger Whitfield (Vice-Chairperson), Mr James Naylor, Mr Mark Simpson.
2. Declaration of interest: Mr Joe Smith declared an interest in item 5.4.2 as he owns land within the New Eastern Villages.
3. Minutes:
Resolved the minutes of the full council meeting held on 24th June 2019 were approved and signed by the Chairperson as a true record.

Meeting was adjourned for Public Questions

A resident attended to provide Parish Council with an update on the Storyboard and Trail project, along with pictures of the final artwork for the trail boards, the brass rubbings and information posts. She confirmed that the aim is to have the main infrastructure in place before the Wanborough Show on 17th August. There will still be further work to finalise everything, such as the information on the website. She also put forward proposals for additional signage for the "protected verge" along The Hollow. Bob Biggs thanked the resident for all her hard work.

4. Ward Councillor's Report
Bob Biggs received a report at the meeting; he asked the Clerk to scan and circulate to all Councillors.
5. Planning
 - 5.1 To consider Planning Applications received:
S/19/0901 - Horpit Farm Dairy Horpit - Erection of a steel portal framed agricultural building for calving.
Resolved: Parish Council raised no objection.
S/19/0703 - Notification of revised application (14 days to comment) - The construction of a new road, to link the A419 Commonhead Roundabout to the proposed New Eastern Villages (NEV) Southern Connector Road.
Resolved: Parish Council to wait until after the NEV Highways drop-in consultation event to review plans in more detail before making further comments.
 - 5.2 Notification received of planning applications that SBC have granted permission since the last meeting
S/HOU/19/0701 - Silver Springs Callas Hill - Erection of single storey side and rear extensions and creation of a first floor.
S/HOU/19/0789 - 9 Warneage Green - Erection of a single storey rear extension.
 - 5.3 Notification received of planning applications that SBC have refused permission since the last meeting
S/19/0490 - Land To The East Of 58 Church Road And North Of 44 Church Road - Erection of 2 no. dwellings and associated works.

S/19/0477 - Land At Marsh Farm The Marsh - Erection of 8no. dwellings with associated car parking, landscaping and associated works.

5.4 Other Planning

5.4.1 SBC's Local Plan Review consultation is due to start at the end of July 2019. Parish Council discussed how best to consult with residents; Clerk provided an example of a questionnaire that Bishopstone Parish Council have done.

Resolved: Parish Council agreed to put together a newsletter providing information to residents and to look into the possibility of holding a "drop in" event with a resident feedback form.

5.4.2 SBC update on New Eastern Villages development and highways schemes held on 15th July 2019. Bob Biggs attended this meeting and confirmed that the majority of the information had already been provided to Parish Council through the NEV Liaison meetings. There is considerable concern about the impact on the A420 and White Hart roundabout as a result of additional traffic. Bob Biggs confirmed that there was a discussion as to whether Parish Councils should take on the maintenance of open spaces within new developments.

6. To review and discuss Parish Council's Actions Points

Parish Council had nothing further to report on the action points.

7. To receive Clerk's Report

Clerk's report was circulated to all councillors and a copy can be viewed in the appendix to the minutes.

8. To consider items from the Committees and Representatives to other Statutory Bodies of Wanborough Parish Council

8.1 Hooper's Field and Recreation

8.1.1 **Resolved:** Parish Council unanimously agreed to ratify the minutes of the meeting held on 15th July 2019.

8.2 Hooper's Field Project

8.2.1 To agree a specification for Hooper's Field project expansion.

Resolved: Parish Council agreed that John Emmins would arrange for a specification to be compiled that would be circulated ready for discussion at the next meeting.

8.3 Footpaths and Village Maintenance

8.3.1 **Resolved:** Parish Council unanimously agreed to ratify minutes of the committee meeting held on 17th June 2019.

8.3.2 A letter of resignation has been received from Parish Handyman. Clerk confirmed that the Handyman had outstanding holiday due to him which he wanted to use so that his final day working for the Council was on 16th July 2019.

Resolved: Parish Council agreed to advertise the vacancy and agreed to ask Allbuild if they can cover the work at their hourly cost of £16.50 per hour.

8.3.3 Parish Council have received a copy of a letter that was sent to the owner of North View Cottage, Church Road in relation to the wall on Church Road. After a discussion Parish Council agreed to send a letter to SBC highlighting disappointment in the way this has been handled and to ask if a survey of the wall was carried out prior to work commencing.

8.4 Allotments

8.4.1 There were not enough Councillors available for the meeting held on 18th July 2019, therefore meeting was postponed until 28th July 2019.

8.5 Lyden Magazine

8.5.1 Clerk confirmed that an article was put in the recent newsletter informing residents about the proposal to distribute the Lyden to all from January 2020. The next committee meeting is on 19th August 2019.

8.6 Community Safety Forum

8.6.1 The minutes of the last Community Safety Forum meeting held on 4th July 2019 was circulated to all councillors. The next meeting is due to be held on 11th September 2019.

8.7 Swindon Area Committee

8.7.1 Meeting held on 18th July 2019. Colin Hayes attended this meeting confirming the main points from the meeting:-

- Susie Kemp (Chief Executive) chaired the meeting.
- Clerks were having to use the same process as members of the Public to get access to Officers; this has now been addressed.
- SBC are taking a long time to do the work requested by Parish Councils to enable them to spend their S106 / CiL contributions. One Parish has waited two years and is looking to go outside the Borough to get work done if SBC cannot do it.
- New Councillor Induction Training was discussed. South Marston have their own induction pack.
- Management / maintenance of public open spaces and green infrastructure; it is important that Parish Councils are consulted on this from an early stage of planning.
- Drainage; discussion on who is responsible for the maintenance of rural ditches.
- Parking standards for new developments; check what changes SBC have made and request they are included in the revised Local Plan.

8.8 VE Celebrations 75th Anniversary 8th May 2020

8.8.1 Clerk asked if Parish Council wanted to do anything for this celebration. After a discussion it was agreed to put an article in the newsletter to see if there is interest in holding an event and to find out whether any of the pubs are planning anything. Other suggestions included a war memorial and purchasing memorial benches.

9. Finance

9.1 To Approve Payment Schedule for July 2019

Colin Hayes proposed and John Emmins seconded; Parish Council unanimously approved the payment schedule for July 2019.

Parish Council Total Payments £12,463.04

Parish Council Direct Debits £16.38

Hooper's Field Total Payments £1,334.92

10. Correspondence

A list of all other correspondence received since the last meeting on 24th June 2019 was read out by the Chairperson and was available at the meeting.

Meeting closed at 21.10

Date of next meeting: Monday 2nd September 2019

CLERK'S REPORT

To 22nd July 20191. Planning

Notification of revised application (14 days to comment) S/19/0703 - The construction of a new road, to link the A419 Commonhead Roundabout to the proposed New Eastern Villages (NEV) Southern Connector Road.

2. Hooper's field

- a. Lights in disabled toilet have now been fixed by an electrician. Clerk has arranged for ESS to look at the front door lock.
- b. Clerk has discussed the driveway with Allbuild who has confirmed that to lift all the green plastic base along the drive would be very expensive and difficult to remove in places. Clerk has been removing all loose sections as it's lifted. Action – Agreed to purchase stone to fill gaps and make as safe as possible.

3. Lower Rec Play Area

- a. The multi play unit has had some vandalism to the internal area, some of the equipment has had to be removed and will need replacing.
- b. The goal post nearest to the play area has been removed including the metal socket from the ground. The post is still stuck in the socket and slightly bent, so a new goal post and sockets will be needed.
- c. Goal mouths are being repaired, goal posts will be re-instated once repaired
- d. Tree works at Lower Rec have been carried out. The tree trunks from the trees have been taken away by Greenspace who are able to use the wood to make in to benches.

4. Footpaths and Village Maintenance

- a. The owner of the field behind The Plough has contacted the Parish Clerk in response to the newsletter confirming that she is happy for Parish Council to replace the stile (that is now almost falling over) with a kissing gate. SBC have agreed to offer PC with a new metal kissing gate if PC arrange for installation.
- b. Atkin are currently working on a HD42/17 Walking, Cycling and Horse Riding Assessment related to the New Eastern Villages development in Eastern Swindon. They have asked:
 - Aware of any known issues with regards to pedestrians, cyclists and equestrians in this area please (particularly for Wanborough); and
 - Aware of any aspirations for any improvements (for any Public Rights of Way/shared used paths/footpaths/crossings) in the area please?
- c. The next footpaths walk is on Tuesday 30th July meeting at Calley Arms at 1pm;
- d. Footpath 44 modification order public inquiry starts on 23rd July 2019 at 10am;

5. Allotments

5.1 Thames Water have carried out hedge and tree work along entrance, Parish Council raised some concerns in relation to the work, Thames Water have replied offering a £50 voucher.

6. SBC Highways

- a. Notification received for Pack Hill road closure on 15th – 16th August for Utility work to take place. Clerk will take the opportunity while the road is closed to do litter pick and maintenance to the village gateway.
- b. NEV Infrastructure proposals will be on display at SBC's drop in session at Hooper's Field on 25th July.

7. Newsletter

- a. July's newsletter has been distributed to all residents.

8. Clerk

- a. Clerk attended third CiLCA session in Devizes on 19th July. Clerk still hasn't had time to submit any modules, hoping to have more time in August.

Correspondence

1. SBC Member's Bulletin
2. WALC Newsletter
3. SBC Highway news
4. NALC Newsletter
5. E-mail from resident in relation to hedge bordering The Beanlands Open Space – Clerk has arranged to meet with him to discuss.
6. E-mail from resident in relation to flytipping along The Marsh filling in a ditch – Clerk has reported this to SBC and it is still showing as "in progress"
7. E-mail from resident in relation to the danger of cyclist going down Callas Hill and the concealed entrance to Manor Orchard, he would like some additional signage.

Wanborough Parish Council**Action Points**

PC meeting and minute no	Action	Owner	Status	Date completed
3 rd September 18 Minute no 5	To send a letter to Ward Councillor listing parking ideas for the village	Clerk	Letter agreed by Parish Councillors and sent to Ward Councillor	15 th Oct
22 nd October 18	Ward Councillor and SBC to review Highways proposals put forward by PC	Ward Councillor	SBC will be recruiting a Highways Technician who will discuss Highways project with PC SBC have confirmed that they do not intend to appoint a Highways Technician. PC's letter dated Sept 18 has been forwarded to SBC Highways. Meeting held with SBC Highways Officer S Coles 13 th June 2019	Completed
Outstanding	Springlines Meadow ditch, to chase SBC for confirmation of maintenance contract	Ward Councillor	Copy of SBC letter to Taylor Wimpey, response deadline of 11 th Oct. Letter received from Gateley Plc, SBC due to meet with them to discuss content of letter and will report back to PC after meeting SBC will be in contact with PC to discuss options 28/03/19 SBC have forwarded to a Property Lawyer (29 th April 2019)	
26 th November 18	Storyboard & trail	Clerk	Submission of grant application to Community First - Grant awarded	Completed – March 19

Minute no 8.3.1			<p>Application to SBC Highways to gain permission for posts on SBC land, Licence issued by SBC</p> <p>SBC Highways Licence – approved</p> <p>Order placed for Storyboard and Trail boards and posts.</p> <p>Posts delivered</p> <p>Boards & artwork to be delivered by end of July 2019</p> <p>Installation of Posts & Boards in August 2019</p> <p>Clerk & Anita due to meet with webmaster to discuss adding information onto Wanborough.info website.</p>	<p>Completed April 19</p> <p>July 2019</p> <p>Completed</p>
26 th November 18	Mirror next to the entrance to the allotment site	Clerk	Mirror purchased	
25 th March	Wall next to North View Cottage, Church Road	Clerk	<p>SBC have accepted responsibility</p> <p>Monitor completion of repair work to the wall</p> <p>SBC have sent another letter to owner which contradicts previous correspondence received.</p>	
	Vehicle Activated Sign – Callas Hill	Clerk	SBC have now been repaired	Completed

July 2018			VAT
Payment to	Reason	Amount	Included
Mrs A J Raymond	Salary	**	
Wiltshire Pension Mr F Frankland	Pension Lengthsman Salary	454.71 **	Yes
Mrs A J Raymond	Expenses	366.44	Yes
Allbuid	Green Lane & HF manhole	354.00	Yes
Allbuid	Waste Collection	300.00	Yes
Allbuid	Grass cutting	1,291.19	Yes
Mr D Clay	WiFi - Village Hall	25.00	Yes
Mr F Frankland	Expenses - Fuel	6.21	Yes
Mark Woodman	Email address & increased storage	402.95	Yes
DMH Solutions	Local Council Risk software	132.00	Yes
Heritage Tree Care	Tree works LR	1,080.00	
Mike Langman	Storyboard - Artwork	920.00	Yes
Greenspace	Storyboard - interim invoice	5,400.00	Yes
ID Mobile	Mobile Phone	16.38	Yes
Allbuid	Grass cutting	732.00	
Solutions Contract Cleaning	Cleaning	300.00	Yes
K Carter	Cricket mower service	285.50	
Castle Water	Water	17.42	

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