

**WANBOROUGH PARISH COUNCIL**

Minutes of the meeting of Wanborough Parish Council held on **22<sup>nd</sup> March 2010** in Wanborough Village Hall, High Street, Wanborough at 19:30.

**PRESENT:** Mr W Suter (Chairman), Mr G Sumner (Vice-Chairman), Mr A Bennett, Mr B Biggs, Mr C Hayes, Mr D Hayward, Mr C Offer, Dr A Philipson, Mr W J Smith, Mr R Whitfield.

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

**1**     Apologies: Mrs K Pearson

**2**     Declaration of interest: Mr C Hayes and Mr D Hayward 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 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 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 15, as he is Manager of Wanborough Junior Football Club.

**3**     Minutes: The minutes of the previous meeting held on 22<sup>nd</sup> February 2010 had been circulated to all Parish Councillors. The minutes were signed by the Chairman as a true record.

***The meeting was adjourned for public questions:***

***Residents of the Lodge, Horpit, Wanborough attended the meeting in respect of their planning application to build a detached dwelling with a double garage, Ref: S/09/1944/KIWA.***

*They wanted to establish if Wanborough Parish Council were still against their planning application and if so wanted to discuss the reasons why. Gary Sumner confirmed that the Parish Council do not make the decisions, but give their opinions to Swindon Borough Council.*

*One of the residents who lives at The Lodge stated that they have now lived in a mobile home for 3 years, with their business successful and still growing. They feel it is inappropriate to live in a mobile home for this length of time, and that it is not ideal for any of their family. The proposed dwelling has three floors, and the resident stated that it would be a three bedroom house as the two rooms on the third floor are not bedrooms.*

*Wanborough Parish Council still feel that the scale of the dwelling is too large and also inappropriate to the surrounding area. The Parish Council informed the family that they will recommend that the application is referred to the next Swindon Borough Council Planning Committee meeting in April 2010. Clerk is to send a reply to Kimberly Walters at Swindon Borough Council in respect of the application this week.*

***Two residents attended and asked if Wanborough Parish Council had received planning details for the site at Contact House, High Street, Wanborough.***

*The Chairman informed them that the Parish Council had not and when the Council do receive any plans they will be advertised on the agenda. Clerk to speak to the Planning Department before the next meeting to see if there are any plans in respect of this.*

***The meeting was adjourned to allow the Parish Plan to provide an update on the programme of works and the financial costs anticipated by the Parish Plan during the next fourteen months. Tessa Lanstein, Ray Pethick, Martin Hook and Dave Roberts were present to represent the Parish Plan.***

*Parish Plan are very keen to move the project forward and keep the momentum, however they need to establish their funding streams. Their intention is to arrange an Open Day, which is scheduled to take place June 2010. They will prepare fliers for this, and following the Open Day will produce questionnaires in order to gain feedback which will enable them to develop the project further. They would like to produce, print and issue the Parish Plan handout by February/March 2011. The anticipated costs of all of this are £3,000.00.*

*Parish Plan have confirmed that they will apply for grant funding wherever possible in order to secure as much of the £3,000.00 as they can. They have already made contact with some organisations requesting support and grant funding. If Parish Plan do not secure the full amount of £3,000.00, Wanborough Parish Council have agreed to underwrite any shortfall of the £3,000.00. This could be up to a maximum of £1,500.00. Wanborough Parish Council have £300.00 remaining in the grant fund for 2009/2010 and will forward a cheque to Parish Plan for this amount following the next Parish Council meeting on 26<sup>th</sup> April 2010. Parish Plan will then keep the Parish Council updated with their progress on obtaining further funding.*

*Clerk to confirm by e-mail what had been agreed at this meeting. It was also agreed that the Clerk would contact Tessa Lanstein in order to suggest dates when they could meet to discuss whether or not it was necessary for Parish Plan to set up a separate bank account, and any other points Tessa may wish to address in relation to the project.*

#### **4**     Report from Ward Councillor:

Andrew Bennett updated the Parish Council on the fencing at No. 7 Box Hedge, Wanborough, as Roger Whitfield reported that workmen had been there that day replacing only part of the fence. Andrew explained that it was necessary to establish the ownership of the border between the Village Hall and the houses there. When Andrew Bennett met with the Director of Housing in relation to this, he was going to research the legal position in order to ascertain whether it was for Swindon Borough Council to replace the whole fence, or share the costs. The Parish Council have not received any further information from the Director of Housing and have not been provided with any costs to date. Andrew Bennett was surprised to hear of the actions to replace part of the fence and will gain further information from Swindon Borough Council.

#### **5**     **PLANNING**

##### 5.1     To consider Planning Applications Received:

None received.

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

None received.

5.3 To notify the Schedule to the Refusal of Planning Permission/Consent:  
None received.

5.4 To notify Conservation Area Consent received:  
None received.

5.5 Planning Inspectorate Appeal:  
None received.

## **6 COMMITTEE AND REPRESENTATIVES**

### **6.1 Hooper's Field and Recreation:**

Southgate FC had their last match of the season on 14<sup>th</sup> March 2010. There had been reports that they had left Hooper's Field, particularly the changing rooms in a mess after some of their previous matches. Some members of the Parish Council popped down to check this and could not see any issues with how they were treating the premises. Therefore Southgate will continue to have a pitch for the 2010/2011 season. Wanborough JFC need an additional pitch for Sundays, so Southgate may have to arrange different times to play their matches on Sundays. However, there should be no problem with this. Clerk to speak to Southgate FC in order to get a fixture list.

No further progress has been made with the planning application for the MUGA. Colin Offer has asked the Clerk to contact Huw and Andy Clinning from the Cricket Club in order to discuss this matter further.

### **6.2 Footpaths, Village Maintenance and Allotments:**

Bob Biggs has asked the Clerk to establish the terms of the lease on the land at Kings Lane in Wanborough, as this could be a possibility for further allotment land in the future. The Clerk is to check through Parish Council paperwork to try and get further information on this and also speak to Martin Hambridge at Swindon Borough Council. Some of the Parish Council did not seem to think that this land was leased by Wanborough Parish Council.

Andrew Phillipson confirmed that a letter had been sent to Dr Birley, asking him to reimburse Wanborough Parish Council for the resurfacing work carried out at Green Lane, (SWAMP Fund). He is awaiting a reply.

Articles have been put in the Parish Council Newsletter and Lyden magazine in relation to dog mess in Wanborough, as this has become much more of an issue recently. The Clerk is also going to speak to the Clerk at Liddington and Stratton St

Margaret about dog waste bins and obtain costings. Clerk will provide an update on signage and costings at next meeting on 26<sup>th</sup> April.

6.3 Wanborough Village Hall Management Committee:

Wanborough PCC have no objections to Wanborough Parish Council securing a lease of 99 years on the Village Hall. This has been confirmed to Sally Moody at the Diocese of Bristol. It was agreed that the Clerk would write to Sally Moody to formally confirm that Wanborough Parish Council would like to secure a longer lease on the Village Hall of 99 years.

6.4 Planning and Finance: Nothing to report.

6.5 Civil Protection Emergency Group:

Meeting is to be arranged. Bob Biggs confirmed he would send an e-mail with suggested meeting dates.

6.6 Eastern Development Area: Nothing to report.

## **7 FINANCE**

The Clerk expressed concerns over the financial aspects of the role and confirmed she does not wish to continue doing this side of the role. Therefore, it was agreed that Wanborough Parish Council would employ the services of a qualified book-keeper/accountant to provide ongoing monthly support in this area. The Clerk has also pointed out that the 2009/2010 accounts are not accurate and need to be checked, therefore the book-keeper/accountant would also check the 2009/2010 accounts. A quote for this was provided at the meeting.

Dave Hayward commented that he could have taken on this work, and was disappointed that he had seen a quote from a potential competitor. He expressed concerns that he had been put in a very difficult situation with regards to this and also that he felt it could affect his position on the Council. He made the decision to leave the meeting at 21.15. It was agreed that the Clerk would place an advert in the Village shop for 14 days to establish any further interest in securing the services of a qualified book-keeper/accountant.

### **7.1 Financial Statement:**

The monthly financial statement was circulated. A question was raised with regard

to the Income Tax refund for Lee Wells. The Clerk is to clarify this and confirm by e-mail to Wanborough Parish Council. Apart from this, Wanborough Parish Council were happy with the Financial Statement.

7.2 Monthly Cash Flow Statement:

The Clerk also identified errors in the cash flow statement, therefore it was not issued as it needs to be re-checked from April 2009 onwards. This is something the appointed book-keeper/accountant will do.

**8. OTHERS**

8.1 Transport:

Nothing to report.

8.2 Wiltshire Association of Local Councils:

Nothing to report.

8.3 Neighbourhood Tasking Group:

Nothing to report.

8.4 Grants:

The Clerk confirmed that a letter of thanks had been sent from Jon Raymond of Wanborough JFC with regards to the grant that Wanborough Parish Council had given them.

9. Vehicle activated signs:

Emily Sykes sent an e-mail to the Clerk detailing the costs of installing two VAS. Wanborough Parish Council have asked for further clarification on some of the points detailed in the terms and conditions. This is in relation to the ongoing costs of the VAS, the ownership of the VAS and also the electricity for the VAS. Clerk is going to speak to Chisledon Parish Council as they have recently had VAS installed and also get further clarification from Emily Sykes. Clerk will provide a further update at the next meeting in April.

10. Governance:

Andrew Bennett handed out registration of interest forms to those members of the Parish Council that were at the meeting.

11. Clerk:

Clerk confirmed to Wanborough Parish Council that her computer had a failure two weeks ago and unfortunately all data since December 2009 has been lost and is irrecoverable. The Parish Council do not want this to happen again, therefore they have agreed that the Clerk purchases a lap-top and separate stand alone hard drive to use as a back-up. The budget for this is £500.00. This was proposed by C Offer and seconded by J Smith.

12. WPC Newsletter:

The majority of these have now been distributed by the Parish Council. Bob Biggs stated that he needs a further 15, which the Clerk agreed to pass on to him. Andrew Bennett confirmed he had not delivered all of his newsletters as he disagreed with the content about the Eastern Development Area.

13. Meeting dates for the rest of the year:

The Chairman asked if the Clerk could e-mail these dates to Wanborough Parish Council. The Parish Council also discussed the itinerary for the Parish Assembly on 10<sup>th</sup> May 2010. It was suggested that Carl Collins attend as a guest speaker in order to give an update and outline on the draft flood management report. It was also suggested that a Director from PGL attend. The Clerk is to make contact with these people next week.

14. Best Kept Village Competition:

It was agreed that the Village is not ready to enter the competition this year as it is involved in too many other projects. It is possibly something that the Gardening Club could consider for next year.

15. Wanborough Junior U7's:

G Sumner left the hall while this item was discussed as he is Manager of Wanborough Junior Football Club. Wanborough Junior Under 7's will be starting to use the pitch at Church Meadow from April 1<sup>st</sup>. The Clerk has asked the Lengthsman to cut the pitch. It was also confirmed by Colin Offer that if they need nets, Wanborough Parish Council will provide them.

16. **CORRESPONDENCE:**

All correspondence received since the last meeting on 22<sup>nd</sup> February 2010 was listed

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

The meeting closed at 22.15.

***Date of next meeting is Monday 26<sup>th</sup> April 2010.***