

Wanborough Parish Council

Minutes of the meeting of Wanborough Parish Council held on **22nd October 2018** in Wanborough Village Hall, High Street, Wanborough at 19.30.

PRESENT: Mr Bob Biggs (Chairperson), Mr Roger Whitfield (Vice-Chairperson), Mrs Donna Stalker, Mr Mark Simpson, Mr David Hayward, Mr Colin Offer, Mr John Emmins, Mr Joe Smith

In Attendance: Mrs A Raymond (Clerk), Mr Gary Sumner (Ward Councillor), 5 members of public.

1. Apologies: Mr James Naylor, Mr Colin Hayes and Mr Jon Beeden
 2. Declaration of interest:
David Hayward declared an interest in item 9.4 as he rents an allotment. Bob Biggs declared an interest in planning application S/18/1556.
 3. Minutes:
Resolved the minutes of the full council meeting held on 24th September 2018 were approved and signed by the Chairperson as a true record.
 4. Presentation from The Police and Crime Commissioner
Angus McPherson – Police and Crime Commissioner, attended to address the Parish Council on Policing in Wiltshire. He read out statistics to show an improvement in performance of the 101 service since the previous year. He also promoted the Community Messaging service, providing Parish Council with leaflets advising how to register for this service. He confirmed that the funding that Wiltshire receives from the Government is far lower than other areas around the UK, Wiltshire being the 3rd lowest funded. He is working hard to plug this gap and lobbying the Government for a fairer share of the pot of money. Parish Council raised issues in relation to the lack of visibility and communication with local officers. Angus McPherson confirmed that there is a local forum and encouraged a representative from the Council to attend. He said that he would feed back this information and request a regular information sheet to be sent to Parish Councils.
A discussion took place in relation to the Neighbourhood Watch scheme. Angus McPherson confirmed that he would provide details of the local representative in charge of the area to the Parish Council.
- Meeting was adjourned for Public Questions***
A resident attended the meeting to provide details of a residents' action group called "South Swindon Protection Group". They had held their initial meeting recently and plan to hold a second meeting on 12th November at the Village Hall. The group plan to send leaflets out to all residents inviting them to this meeting; the aim of the group is to oppose any development at Inlands Farm.
Joe Smith asked how this group was going to be funded. The resident confirmed that they expect to need in the region of £1k - £2k for the first phase to cover the cost of leaflets, etc and the aim would be to set up a website to ask for contributions and to do some fundraising, confirming that one of the sub committees will be a fund raising committee.
5. Report from Ward Councillor
Gary Sumner confirmed that he had just left the scrutiny meeting at SBC, where the compulsory purchase of land for the Southern Connector Road had been agreed.
He confirmed that he has received Parish Council's letter in relation to their Highways proposals to improve car parking within the village. Gary Sumner stated that he has met with SBC Highways but confirmed that they currently have no money available for projects such as this and therefore it is up to Parish Councils themselves to consider increasing their own precept if they want to make their own improvements.
Gary Sumner also stated the following in relation to each of Parish Council's proposals:-

- Off road parking for the houses along Church Road – The cost will be in the region of £5k for each house, plus this will increase the rent for those living there. He felt that justification for the cost plus the impact on the residents who will have to pay more in rent would not make this a good option.
- To provide additional parking at Warneage Green – The cost would be in the region of £12k and with the space available would only probably create half a dozen new parking spaces.
- Double yellow lines – This is extremely expensive.

Gary Sumner confirmed that SBC have agreed to look into employing a new Highways Technician who can meet with Parish Councils to look at certain Highways improvements, however there is no money available for the improvements and therefore Parish Councils need to consider any projects within their own precept. Bob Biggs asked what the time frame is for SBC to appoint a new technician; Gary Sumner stated that this is in the process now so hopefully soon.

Joe Smith asked what SBC's plans are in relation to plastic recycling. Gary Sumner confirmed that the consultation has just ended and the results of that consultation will be available soon. He stated that Councils need to ensure that wherever they send their plastics to it is recycled in an appropriate manner; it isn't necessarily a good idea sending plastics all the way to China for instance.

6. Planning

6.1 To consider Planning Applications received:

S/18/1556 – Summer's Lodge, Callas Hill – Erection of a single storey rear extension and replacement porch
(*Bob Biggs left the room while this item was discussed*)

After a discussion Parish Council voted 4 in favour to raise no objection and 3 against.

Resolved: Parish Council agreed to raise no objection to this planning application.

7. To review and discuss Parish Council's Action Points

Bob Biggs confirmed that the outstanding action points in relation to a meeting with SBC Highways will unfortunately have to be put on hold until SBC appoint their new technician.

8. 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.

9. Committee and Representatives

9.1 Hooper's Field and Recreation

9.1.1 **Resolved:** The minutes of the committee meeting held on 15th October 2018 were unanimously agreed.

9.2 Hooper's Field Project

9.2.1 John Emmins had circulated a specification for a Project Manager prior to the meeting.

Resolved: After a discussion Parish Council voted 7 in favour, with 1 abstention, to agree the specification and to use this specification to go out to tender for a Project Manager.

9.3 Footpaths and Village Maintenance

9.3.1 Clerk confirmed that there is a hole in the roof of the bus shelter at Church Road; as this is asbestos roofing it needed to be removed by a specialist at a cost of £595.

Clerk is currently gaining quotes for the replacement of the roof once the asbestos roofing is removed.

9.4 Allotments

9.4.1 Bob Biggs confirmed that the next committee meeting is due to be held on 12th November 2018.

9.5 Wanborough Village Hall Management Committee

- 9.5.1 Cost to repair Village Hall stage. Clerk confirmed that details have not yet been received, so this will be postponed to a future meeting once the information has been received.
- 9.5.2 Clerk confirmed that the quotes that she has gained to repair the potholes in the Village Hall car park are in the region of £750. Clerk confirmed that she has managed to find an online company who supply pothole repair kits for just under £200. After a discussion it was agreed to purchase the pothole repair kit and the Village Lengthsman to carry out the repair.

9.6 Planning and Finance

- 9.6.1 The Post Office have contacted the Parish Council to discuss whether a “mobile post office” would be an option. Colin Hayes and Clerk met with a representative who looked at Hooper’s Field and Village Hall; they preferred the Village Hall as this was closer to where the Post Office used to be located and it’s not such an isolated location. There are costs involved: the hire of the Village Hall, installation of electrical sockets and storage. After a discussion it was agreed to gain an idea of the overall cost and put this forward for discussion at the precept / budget meeting.
- 9.6.2 SBC’s SHELAA (Strategic Housing Economic Land Availability Assessment). Parish Council recently met with Ward Councillor and two SBC Officers to discuss the SHELAA sites put forward. This is an “initial consultation” with the final consultation due in Spring 2019. Parish Council discussed each of the sites; they were pleased that the sites on Church Road and Warneage Green have been removed so that consultation with residents can take place prior to a public consultation.

Resolved: Parish Council object to the inclusion of the following sites within the SHELAA:

- Land next to Hewers Close (corner of Rotten Row and High Street)
- Land on The Beanlands (open space next to Wanborough Primary School)

Parish Council agreed that the land off Wanborough Road should be included within the SHELAA as it is already surrounded by allocated land within the NEV and will not impact on the village any further than the NEV already does.

Clerk to put together draft letter to SBC with Parish Council’s comments and circulate to Councillors for approval prior to submission to SBC

9.7 Newsletter

- 9.7.1 Clerk confirmed that she recently met with the committee who are involved in the production and distribution of the Lyden magazine to discuss options and to see whether it would be possible to distribute the Lyden to all householders in Wanborough. A discussion took place in relation to the cost of producing the Lyden, the amount of money the PCC receive from the Lyden and what involvement the PCC has had in these discussions.

Resolved: Parish Council agreed in principle that they would like the Lyden to go to every householder and agreed to put forward a cost proposal for the finance committee to discuss at the budget / precept meeting. Parish Council would like to ensure that the PCC still gain the equivalent income that they currently do from the Lyden and want to ensure this is “ring fenced”.

10. Finance

10.1 Payment Schedule for October 2018

Joe Smith proposed and Mark Simpson seconded; Parish Council unanimously approved the payment schedule for October 2018.

11 Correspondence

A list of all other correspondence received since the last meeting on 24th September 2018 was read out by the Chairperson and was available at the meeting.

Meeting closed at 22.00

Date of next meeting: Monday 26th November 2018

Action Points

PC meeting and minute no	Action	Owner	Status	Date completed
July 18 9.3.1	To review parking problems around the village for further discussion	All Councillors	Add to agenda once on-site meeting with SBC Highways has taken place.	
July 18 9.3.1	To request SBC Highways to carry out a review of parking in the village	Clerk	Ward Councillor to confirm date of on site meeting with SBC Highways	
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
	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	

CLERK'S REPORT
To 22nd October 2018

1. Hooper's field
 - a. Chubb Fire extinguisher service has been carried out
 - b. Two of the lights in the main hall need to have the ballast replaced cost £110, clerk has arranged for an electrician to do this. Fixed wire service quote for £544 which is now due to be done. PAT testing due by December.
2. Lower Rec and Church Meadow
 - a. The annual play area inspections have been carried out. All areas are either "very low" or "low risk", Clerk will work through the list with Lengthsman.
3. Footpaths and Village Maintenance
 - a. Dead tree next to the bridge between Greenaway and Rodway clerk reported this to SBC, SBC have replied stating that the tree is not classed as urgent and due to the amount of other tree works they will not be able to do this, SBC closed the job.
 - b. Footpaths behind the High Street that we discussed with landowner have now all be strimmed and stiles cleared.
4. Planning and Finance:
 - a. Finance committee and clerk have been meeting with all Hooper's Field clubs to gain information ready for the finance / precept meeting.
 - b. Clerk will be starting to put together budget / precept for 2019/20, therefore all Councillors, committees to put forward any planned projects or costs by the end of November at the latest.
 - c. Landowner has asked to meet with planning & finance committee, this has been arranged for 29th October.

Correspondence

1. SBC Member's Bulletin
2. WALC Newsletter
3. SBC Highway news
4. NALC Newlsetter
5. North Wessex Downs AONB Management 12 week consultation period to 23rd November 2018
6. E-mail from resident in relation to a tree on the Woodland Trust land leaning over footpath, Clerk has forwarded the on to the Woodland Trust who have dealt with the problem.
7. Swindon Area Committee minutes of meeting held on 20th September 2018
8. E-mail from resident in Stanley Close in relation to a strip of land next to their property, asking for trees and hedge to be reduced down.

October 2018

Payment to	Reason	Amount	VAT Included
Mrs A J Raymond	Salary	**	
Wiltshire Pension	Pension	400.01	
Mr F Frankland	Lengthsman Salary	**	
Mrs A J Raymond	Expenses	317.76	Yes
SLCC	Local Council Admin - Book	108.79	Yes
Allbuid	Waste Collection	300.00	Yes
Allbuid	Grass cutting contract	1,291.19	Yes
Castle Water	Allotment Water	50.07	
Mr D Clay	WiFi - Village Hall	25.00	Yes
Community Heartbeat	Defib battery - VH	204.00	Yes
SLCC	Annual Membership	165.00	
Intouch Print	Newsletter	290.00	
The play inspection company	Play area inspections	156.00	Yes
Asbestos Solutions	Removal of bus shelter roof	595.00	
Zurich	Insurance	1,377.39	
Heritage Tree Care	Removal of dead trees Rotten Row fp	120.00	Yes
RJ Maintenance	Strimming footpaths	260.00	
F Frankland	Fuel for equipment	6.37	Yes
ID Mobile	Mobile Phone	15.99	
<u>Hooper's Field</u>			
SWARD	Bowls Green	753.90	Yes
Allbuild	Grass cutting	732.00	Yes
Solutions Contract Cleaning	Cleaning	271.25	

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