

Wanborough Parish Council

Minutes of the meeting of Wanborough Parish Council held on **23rd July 2018** in Wanborough Village Hall, High Street, Wanborough at 19.30.

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

In Attendance: Mrs A J Raymond (Clerk), 7 members of public.

1. Apologies: Mr Roger Whitfield (Vice-Chairperson), Mr Mark Simpson, Mr James Naylor
2. Declaration of interest:
David Hayward and Colin Hayes declared an interest in item 9.4 as they each rent an allotment.
3. Minutes:
Resolved the minutes of the full council meeting held on 25th June 2018 were approved and signed by the Chairperson as a true record.

Meeting was adjourned for Public Questions

Bob Biggs confirmed that public questions should relate to items on the agenda, any other questions should be submitted prior to the meeting.

The chair of Wanborough JFC attended the meeting to raise a question in relation to the decision to hire the football pitch at Hooper's Field to a team from outside the village; this matter was not on the agenda but he wasn't aware of these new rules until Bob Biggs announcement at the evening. The chair of Wanborough JFC stated that the club were given the opportunity to make up the difference in cost that Parish Council would lose from Wanborough FC folding, plus there would be less wear and tear to the pitch. Bob Biggs confirmed that a decision has been made by Parish Council and there is no change to this decision. The chair of Wanborough JFC then stated that Priory Vale have been training at Hooper's Field on a Wednesday evening during the cricket season, even though the Wanborough JFC had been told that they were not allowed to. Bob Biggs confirmed that Parish Council and the Clerk were not aware of this and they hadn't given permission. Bob Biggs confirmed that the Clerk would contact Priory Vale to ensure that this did not happen again.

A resident asked if the format of the minutes would remain the same as those produced for the June meeting. Bob Biggs confirmed that they would. The resident also asked if he could see a copy of the Clerk's notes for the meeting. Bob Biggs confirmed that the Clerk's notes just provide details of work carried out during the month.

A resident wanted it confirmed that he had made a number of Freedom of Information requests to Parish Council and he wanted it minuted that he had made these requests. Bob Biggs confirmed that Parish Council had received these requests and confirmed that they will be dealt with in due course. He also stated that the Parish Clerk is a part-time employee carrying out work for the Parish and to keep receiving a number of requests puts extra strain on her and the number of hours she works; if this continues Parish Council will have to make a charge. Clerk confirmed that there are details of Parish Council's Freedom of Information policy on the Parish website; it was agreed to refer residents to this policy when requests are made.

A resident noticed that the planning applications are not shown on the agenda. Clerk confirmed that she has been on holiday and it was not possible to include them on the agenda prior to the meeting, plus one of the applications has only been received on the afternoon of the meeting. SBC consultation deadlines are prior to the next Parish Council meeting so therefore Parish Council need to discuss them this at the meeting.

A resident attended to highlight her concerns with regard to the increasing volume of cars parked on Church Road and Ham Road; she put forward several suggestions to Parish Council which might help improve the situation. Bob Biggs thanked her for her comments and confirmed that Parish Council are due to discuss this later in the meeting and would take these ideas forward to this discussion.

4. Report from Ward Councillor

Bob Biggs asked the Ward Councillor (who was in attendance at the meeting as chair of Wanborough JFC) if he wished to provide a report. Gary Sumner confirmed that he had given his apologies to the Clerk and confirmed that he would not be providing a report.

Colin Hayes raised one question in relation to the outstanding maintenance agreement for the Stanley Close drainage. Gary Sumner confirmed that SBC Legal department have sent several letters to Taylor Wimpey chasing this up.

5. Planning

5.1 To consider Planning Applications received:

S/18/1233 - Land To The Rear Of 2 The Hedges - Erection of 1no. dwelling, garages and associated works.

Resolved: Parish Council agreed to carry out a site visit.

S/HOU/18/1083 - 10 Hewers Close - Erection of a two/ single storey rear extension.

Resolved: Parish Council agreed to object to the plans due to the size of the extension which will have a detrimental impact on neighbouring properties and it not being in keeping with surrounding properties.

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

S/18/0733 – Wiltshire House, Horpit – Conversion of ancillary residential accommodation to new dwelling.

S/18/0749 - The Lodge, Horpit - Erection of a two storey front/side extension, single storey porch extension, single storey rear extension, conversion of existing garage into habitable space and associated works.

Parish Council agreed to raise a query in relation to the equestrian business status at this property.

6. Notice of By Election

SBC have confirmed that there are two candidates for the one vacancy for Parish Councillor and there will therefore be a by-election on 26th July 2018. SBC have confirmed that the by-election was requested by 4 residents from The Marsh and 8 from Burycroft; this is a public document and can be viewed at SBC offices. SBC have also confirmed that Parish Council will be liable for all costs relating to the by election which will cost 2.5k.

Colin Hayes stated that there is confusion with residents as the “poll cards” state Parish Councillor “vacancies”, which makes it sound as though there is more than one vacancy. He confirmed that residents in Foxhill have no idea who either of the two candidates are and have received nothing from either of them. Joe Smith stated that there is also a problem with a number of residents who have not received a “poll card”, so how they are supposed to know there is an election. Clerk confirmed that she would report this information back to SBC.

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. Standing Orders

Parish Council discussed the proposed changes to the Standing Orders as recommended by NALC.

Resolved: Colin Hayes proposed and Joe Smith seconded; Parish Council unanimously agreed to adopt the new Standing Orders.

9. Committee and Representatives

9.1 Hooper’s Field and Recreation

Colin Offer and John Emmins confirmed that Hooper’s Field had recently been broken into. The culprits had entered via the Bowls Club conservatory and broken into areas that were locked, including the cleaner’s cloakroom. They only took a small amount of cash that was in the Bowls Club conservatory. The break-in had been reported to the police.

9.2 Hooper's Field Project

John Emmins confirmed that the next meeting is due to be held on 25th July 2018.

9.3 Footpaths and Village Maintenance

9.3.1 Parking issues around the Parish. Bob Biggs confirmed that he would like Parish Council to consider ideas raised by a resident during public questions, plus to consider their own ideas and to bring them to the next meeting for further discussion. It was also agreed to ask SBC Highways to look at problem areas such as Church Road.

9.4 Allotments

9.4.1 **Resolved:** The minutes of the allotments meeting held on 9th July 2018 were unanimously agreed.

9.5 Wanborough Village Hall Management Committee

Nothing to report

9.6 Planning and Finance

Nothing to report

10. Finance

10.1 Payment Schedule for July 2018

Colin Hayes proposed and John Emmins seconded; Parish Council unanimously approved the payment schedule for July 2018.

10. Correspondence

A list of all other correspondence received since the last meeting on 25th June 2018 was read out by the Chairperson and was available at the meeting.

Meeting closed at 20.35

Date of next meeting: Monday 3rd September 2018

CLERK'S NOTES
To 23rd July 2018

1. Hooper's field

- a. Wanborough Bowls Club would like to meet with Parish Council to discuss the bowling green maintenance contract. Dates to be agreed.
- b. Bowls Irrigation system – problem with the electrics and tripping of the main fuse.
- c. Driveway maintenance – cost will be £250 for each area to be re-instated; as this is a health and safety issue Clerk will arrange for this work to be carried out. Car park by the Bowls Green: a strip of the green mesh has lifted; Clerk spoke to grass contractor who confirmed that this has only recently happened and is due to the ground being so dry.
- d. Hooper's Field cloakroom has been broken into resulting in the door frame being completely split and will need replacing.
- e. The next Hooper's Field project committee meeting is due to be held on 25th July; John has sent out agenda and Clerk has arranged for it to be added to the website.

2. Lower Rec and Church Meadow

a.

3. Footpaths and Village Maintenance

- a. Village Lengthsman has signed his contract of employment, met with the Clerk and carried out an initial training on play area inspections. Clerk has arranged for the Lengthsman to receive training on the use of strimmers and hedgecutters, which took place on 23rd July.
- b. Resident of 1 The Dingle has asked for the hedge that runs along the edge of their property (along Kite Hill) to be reduced down to 6ft. Parish Council are only responsible for maintaining the hedge at its current height from ground level, therefore Clerk has contacted SBC to ask if they will reduce.
- c. New fingerpost sign at the entrance to Stanley Close has now been erected so hopefully this will solve the issue of the direction of the signs. Footpath improvements on Church Road are due to be finished by the end of July.
- d. Next footpaths & village maintenance meeting is due to be held on Monday 13th August 2018.

4. Allotments

- a. Thames Water have confirmed that they are happy with the new fence and gate at the allotment site. They will meet with Clerk to arrange for their padlock to be put on the gate.
- b. Second round of the allotment competition will be held on 27th July.

5. Village Hall

6. Planning and Finance:

- a. Parish Council's insurance is up for renewal in October 2018, Clerk has arranged to meet with current insurance agent to discuss and gain a quote; Clerk will also arrange two other quotes ready for discussion at September's meeting.
- b. A resident has requested several times for the advertising boards to be removed at Ducksbridge. Clerk has asked SBC Planning department but nothing has been done. Clerk has therefore e-mailed the developer directly to see if that makes a difference.
- c. Parish Clerks across Swindon are collectively arranging training on GDPR and DPO; this will hopefully take place in September, there is likely to be a small charge but this will be split between all Councils.

Correspondence

1. SBC Member's Bulletin
2. WALC Newsletter
3. SBC Highway news
4. NALC Newsletter
5. SBC Media Release – Lydiard Park proposed improvements
6. Community Speedwatch updates and newsletter
7. Parish Online news
8. NALC Star Council awards – closing date 17th August
9. SBC agenda for cabinet meeting on 17th July
10. SBC Media Release – New Chief Executive appointed – Susie Kemp

Payment Schedule**23rd July 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	110.00	
Allbuid	Waste Collection	300.00	Yes
Allbuid	Grass cutting contract	1,291.19	Yes
RC Maintenance	Allotment gate and fence	734.85	
BT	Telephone	34.24	
Mr D Clay	WiFi - Village Hall	25.00	Yes

Cheque PaymentDirect Debit Payment

ID Mobile	Mobile Phone	15.99	Yes
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Hooper's Field

SWARD	Bowls Green	753.90	Yes
Allbuid	Grass cutting	732.00	Yes
Solutions Contract Cleaning	Cleaning	217.00	
RC Maintenance	Repair gate post	55.00	
Chubb Fire & Security	Fire Alarm Service	136.68	Yes
Affleck Electrical	Electrical fault on irrigation system	122.81	Yes

* *Withheld under Data Protection*