

Wanborough Parish Council

Minutes of the meeting of Wanborough Parish Council held on **24th February 2020** in Wanborough Village Hall, High Street, Wanborough at 19.30.

PRESENT: Mr Bob Biggs (Chairperson), Mr Roger Whitfield (Vice-Chairperson), Mr Colin Hayes, Mr David Hayward, Mr John Emmins, Mr Colin Offer, Mr Jon Beeden, Mr Joe Smith

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

1. Apologies: Apologies received from Mr Mark Simpson, Mr James Naylor and Mrs Donna Stalker, and duly accepted.
2. Declaration of interest: David Hayward and Colin Hayes declared an interest in item 12 as they both rent an allotment. Joe Smith declared a non-pecuniary interest in planning application S/OUT/20/0160 at Foxbridge.
3. Minutes:
Resolved: The minutes of the full council meeting held on 27th January 2020 were approved and signed by the Chairperson as a true record.
4. Making Play Areas voluntary smokefree places
Chris Woodward (SBC Public Health Programme Co-ordinator) attended the meeting to give Parish Council a presentation on the benefits of making all public play areas within the Parish smokefree places. She confirmed that all new play areas installed around Swindon will automatically become voluntary smokefree places and she is now asking all Parish Councils to consider this for their own play areas.
Parish Council asked if there would be any funding from SBC for the new signage. Chris Woodward confirmed that there wasn't. She provided an example of Stratton St Margaret's signage designed by a local child. She also confirmed that Haydon Wick Parish Council are currently undertaking a competition for local children to design their signage.
Parish Council asked if SBC will endorse any signage confirming their support. Chris Woodward confirmed that she can arrange this.
Parish Council agreed that they would like to fully support this initiative and agreed to discuss further.
Bob Biggs thanks Chris Woodward for attending the meeting.

Meeting was adjourned for Public Questions

No public questions

5. Ward Councillor report
No report received.
Colin Hayes stated that he did not feel that it was acceptable to have not received a Ward Councillor report again this month.
6. PLANNING:
 - 6.1 **S/OUT/20/0160** - Land At Foxbridge Village New Eastern Villages Wanborough Road - Outline application for up to 370no. dwellings and a mixed use local centre of up to 1,500sqm floor space (use classes A1/A2/A3/A4/A5 and D1) - Access not reserved.
Resolved: Parish Council agreed to strongly object to this application for the following reasons:-
 - There should be no access from the site onto Wanborough Road
 - There are too many access points onto the Southern Connector Road; this road is supposed to be designed to take traffic from the NEV to Commonhead, A419 and then M4. With so many access points this will slow the traffic down and result in the SCR not becoming the most desirable route, resulting in rat running through the village. Parish Council would like to see one main access from the SCR to the development site and then internal infrastructure.

- The application is only for the southern area of the overall Foxbridge development within the NEV. This application refers to schools etc within the northern area but there are no plans to consider. Parish Council stated that houses within the southern area should not be built before any of the facilities within the northern area.
- The northern and southern areas need to be considered as a whole so that the overall cumulative impact of the development can be considered.
- Parish Council are concerned that the majority of the green infrastructure is within the flood zone and does not create high quality open spaces.
- Parish Council are concerned that this application is mainly a large new housing estate with no facilities and this goes against all SBC's Local Plan policies.

6.2 Notification of Planning Application that has received permission

S/HOU/19/1902 - Dawn Leap 4 Southdown - Erection of a single storey front extension.

7. Social Media Policy

7.1 Parish Council discussed the proposed new Social Media Policy

Resolved: Parish unanimously agreed to adopt the Social Media policy.

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

Parish Council reviewed the outstanding action points.

9. 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.

10. Hooper's Field and Recreation

10.1 **Resolved:** Parish Council unanimously agreed to ratify the minutes of the committee meeting held on Monday 10th February 2020.

10.2 Clerk confirmed that a quote from Drainmaster for the repair of the sewage drainage pipes has already been confirmed, in consultation with Councillors, as this repair work needed to be carried out. The total cost is £1,590.

Resolved: Parish Council unanimously agreed quote.

11. Hooper's Field Project

John Emmins confirmed that SWA are currently putting forward a number of design options and he felt that they are getting close to what we would like to see. He confirmed that he along with the Clerk are meeting with SBC to discuss possible funding options.

12. Allotments

12.1 **Resolved:** Parish Council unanimously agreed to ratify the minutes of the committee meeting held on Monday 17th February 2020

13. Highways Improvements

13.1 Vehicle Activated Signs (VAS) - Parish Council discussed options for the upgrade of VAS in the village. Clerk has gained one quote with details of what is available.

Resolved: Parish Council agreed to gain quotes to upgrade the current VAS in the village to include:-

- Speed Indicator Device (SID) with a happy and sad face depending on the speed is the preferred option.
- Battery powered and portable so that it can be moved to different locations. The two locations currently have posts and will not need prior approval from SBC, any new locations will need prior approval. Parish Council to consider any new sites.
- A facility to be able to download statistical information from the device.

14. VE Day 75th Anniversary – 8th May 2020

14.1 Clerk confirmed that an application to Wanborough Community Trust (WCT) has been completed as Tessa Lanstein (Trustee) had previously confirmed that WCT would fund this celebration. There is a small committee of helpers who will be meeting again to discuss once WCT have confirmed.

15. Finance:

15.1 To reappoint Internal Auditor for 2019/20 financial year.

Clerk confirmed that Parish Council are still within the fixed term three-year contract with Darkin Miller, Chartered Accountants.

Resolved: Parish Council unanimously agreed to re-appoint Darkin Miller as Parish Council's Internal Auditor.

15.2 To approve Financial Payments for February 2020.

Colin Hayes proposed and Roger Whitfield seconded; Parish Council unanimously approved the payment schedule for February 2020.

Parish Council total payments £5,148.37

Parish Council direct debits £16.38

Hooper's Field total payments £1,651.21

15.3 To approve Cash Flow statement to February 2020.

Roger Whitfield proposed and John Emmins seconded; Parish Council unanimously approved the Cash Flow Statement detailing budget and spend of the financial year to February 2020.

Meeting closed at 21.25

Date of next meeting: Monday 23rd March 2020

CLERK'S REPORT

To 24th February 20201. Planning

- a. S/TPO/20/0203 - Croft Yard Ham Road - Works to tree, BOS TPO - 1973 – **Permission refused**
- b. S/AGRI/20/0265 - Upper Wanborough Farm - Prior approval notification application for the erection of an agricultural barn.
- c. S/OUT/18/1943 - Inlands Farm – proposed Science Park. SBC have agreed another extension of time until the end of June 2020. Business West have submitted a letter of support for this application. HE letter dated 12th January requested a 3 month hold on the application.

2. Footpaths & Village Maintenance

- a. Three litter picks carried out in February were very well attended with a large amount of rubbish collected from Pack Hill, Wanborough Road & Foxhill. The Great British Spring Clean (National event) is from 20th March to 13th April, it would be good to hold a local event during this time.

3. Road Closure

- a. Notice received from SBC for Kite Hill road closure from 9th March 2020 for a period of 6 months but work is expected to only last until 17th April. This is to allow gas mains replacement.

4. Website

- a. Clerk is booked onto a SLCC training session "Preparing to meet website accessibility guidelines" on 23rd & 26th March 2020.

5. Storyboard & Trail

- a. Reminder - Official opening event due to be held on Saturday 14th March at 10am. All Councillors invited to attend.

6. Annual Parish Assembly

- a. Annual Assembly is due to be held on 6th April 2020, earlier this year due to elections.

7. Clerk

- a. SLCC are holding a training event for Clerks in Wiltshire on Friday 20th March, this is a free event which I will attend.

8. Future Meetings

- a. SBC meeting to discuss Hooper's Field project – John Emmins & Clerk – 26th February at 10am
- b. NEV Liaison meeting – 2nd March at 2.30pm – Bob Biggs, Mark Simpson & Colin Hayes
- c. Elections briefing – 4th March – Clerk
- d. Swindon Area Committee – 19th March – Colin Hayes

Correspondence

1. SBC Member's Bulletin
2. WALC Newsletter
3. SBC Highway news
4. NALC Newsletter
5. SBC's NEV newsletter

Wanborough Parish CouncilAction Points

PC meeting and minute no	Action	Owner	Status	Date completed
3rd 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
22nd 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) Clerk contact SBC Planning Officer Janet Busby who has confirmed she is due to meet with Legal Department and will provide PC with a update	
26th November 18 Minute no 8.3.1	Storyboard & trail	Clerk	Infrastructure installed Outstanding areas:- Signage Trail sheets & Leaflets Website content Opening event – 14 th March	Completed
25th March	Wall next to North View Cottage, Church Road	Clerk	SBC have accepted responsibility Monitor completion of repair work to the wall SBC have sent another letter to owner which contradicts previous correspondence received.	

			<p>Clerk has completed SBC's insurance form on behalf of resident and this has now been submitted</p> <p>Resident contacted Clerk in relation to a visit by SBC's Insurance Company.</p>	
Sept 2019	TRO signage at Foxhil – Cllr Hayes request for further information from SBC	Clerk	<p>E-mail sent to SBC Highways asking why the signage at Foxhill can not be the same as at Covingham</p> <p>E-mail reply from SBC Ms Coles</p>	
October 2019	Follow up e-mail to SBC & Lead Local Flood Authority to find out what progress has been made since onsite meetings within the Parish to discuss flooding.	Clerk	<p>Clerk sent e-mail to SBC</p> <p>Automatic reply from Mr Bennett confirming he now only works one day a week at SBC.</p> <p>No further reply to date</p>	
November 2019	Install water meter's at Hooper's Field for Bowls & Cricket Club	Clerk	To gain quotes from Plumber	
December 2019	Hooper's Field Project – Arrange meeting with SBC's NEV team	Clerk	Clerk has sent a request, SBC Officer replied confirming she will be in contact with some dates soon.	Completed – Date 26 th Feb
January 2020	Vehicle Activated Sign – Callas Hill not working	Clerk	Reported to SBC who stated they will contact supplier to take a look	

**Bacs Payment Schedule
February 2020**

Payment to	Reason	Amount	VAT Included
Mrs A J Raymond	Salary	**	
Wiltshire Pension	Pension	414.83	
Mr S Astbury	Handyman	**	
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 W R Whitfield	Parish Councillor Allowance	**	
Mr M A Simpson	Parish Councillor Allowance	**	
Mr J Beeden	Parish Councillor Allowance	**	
Allbuid	Waste Collection	339.60	Yes
Mrs A J Raymond	Expenses	49.96	Yes
Mr D Clay	WiFi - Village Hall	25.00	Yes
Castle Water	Allotment	44.03	
St Andrew's Church	Lyden - March	365.00	Yes
Heritage Tree Care	Tree Works	660.00	Yes
ID Mobile	Mobile Phone	16.38	
Castle Water	Water	101.20	
Solutions Contract Cleaning	Cleaning	240.00	Yes
Southern Electric	Electric	484.50	Yes
British Gas	Boiler Service monthly charge	46.80	Yes
British Gas	Gas	370.71	Yes
Pump Supplies	Sewage pump service	408.00	Yes

** Confidential under data protection act.

**Parish Councillor Allowance £214 Chairperson £641

