

Wanborough Parish Council

Minutes of the meeting of Wanborough Parish Council held on **24th September 2018** in Wanborough Village Hall, High Street, Wanborough at 19.30.

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

In Attendance: Mrs A Raymond (Clerk), Mr Gary Sumner (Ward Councillor), 7 members of public.

1. Apologies: Mrs Donna Stalker, Mr Mark Simpson

2. Declaration of interest:

David Hayward and Colin Hayes declared an interest in item 8.4 as they each rent an allotment.

3. Minutes:

Gary Sumner stated that in relation to the minutes of the last meeting he would like it noted that he stated that he negotiated an additional parking space for the proposed new dwelling at 2 The Hedges, which is why he raised no objection to the application.

Resolved the minutes of the full council meeting held on 3rd September 2018 were approved and signed by the Chairperson as a true record.

Meeting was adjourned for Public Questions

No public questions

4. Report from Ward Councillor

Gary Sumner provided an update on the "Science Park" proposals. He confirmed that he had received a number of objections from residents which he has forwarded to SBC so that they know the scale of opposition in the village. He confirmed that Wasdell Properties have submitted a request for an EIA scoping report which he is currently formulating a response too.

Dave Hayward confirmed that there has been some confusion with residents that the current planning application is for the proposed development rather than an Environmental Impact Assessment. He asked if SBC will retain all the objections received from residents, keeping them for when a planning application is submitted or will residents have to send their objections in again. Gary Sumner confirmed that all residents will need to object again.

Colin Hayes asked if the developer (Wasdell Properties) can miss out SBC and go straight to the Secretary of State for a decision; Gary Sumner confirmed that yes they can.

Gary Sumner confirmed that SBC currently have a consultation on "parking standards" and he encourages all residents to take part in this consultation.

He confirmed that SBC's SHELAA is due to be published on SBC's website on the upcoming weekend (29th – 30th September).

Gary Sumner left the meeting at 8.10pm

5. Planning

5.1 To consider Planning Applications received:

S/EIA/18/1472 - Inlands Farm - Request for Environmental Impact Assessment (EIA) Scoping Opinion for proposed development – Clerk circulated a draft letter to all Councillors.

Resolved – Parish Council unanimously agreed letter and comments to be sent to SBC; copy of letter to be loaded onto the website for residents to view.

S/HOU/18/1462 - The Malt House 27 Church Road - Erection of single storey rear extension incorporating a balcony. Clerk confirmed that there have now been revised plans submitted and there is no longer a balcony.

Resolved: Parish Council raised no objection, provided all concerns raised by the Conservation Officer are met.

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

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

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

Colin Hayes asked for the outstanding agreement for the maintenance of the ditch along Springlines Meadow as part of the Stanley Close development should be added to 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. Committee and Representatives

8.1 Hooper's Field and Recreation

8.1.1 Colin Offer gave a verbal report on the Bowls Club maintenance of bowling green proposal.

Resolved: Parish Council agreed that the Bowls Club should be allowed to take over the maintenance of the bowling green contract. Parish Council to amend their licence agreement to allow this. Parish Council would like confirmation from the Bowls Club once they have agreed a contract so that the position is known prior to the finance meeting. Parish Council will discuss and agree their licence fee for 2019/20 in the normal way at the Finance meeting in early January 2019.

8.2 Hooper's Field Project

8.2.1 **Resolved:** The minutes of the committee meetings held on 25th July 2018 and 12th September 2018 were unanimously agreed.

8.3 Footpaths and Village Maintenance

8.3.1 Joe Smith confirmed that he will be able to cut the hedge along the allotment site and along the front of Hooper's Field.

8.4 Allotments

8.4.1 Annual Allotment meeting held on 17th September 2018. Bob Biggs confirmed that very few attended and the meeting was very short. Dave Hayward asked whether there is a need for an annual meeting; allotment holders can attend committee meetings and raise concerns then. Parish Council agreed that this can be considered for next year.

8.5 Wanborough Village Hall Management Committee

8.5.1 Roger Whitfield confirmed that he attended the last committee meeting. He confirmed that the hall has been repainted over the summer holidays; they had some unexpected costs with refurbishing the stage and would like to ask Parish Council for help towards this cost. Roger Whitfield also confirmed that the potholes in front of the hall are causing problems and need to be repaired. *Action: Clerk to add to the agenda of next meeting.*

8.6 Planning and Finance

8.6.1 **Resolved:** The minutes of the committee meeting held on 10th September 2018 were unanimously agreed.

8.6.2 Parish Council's insurance is up for renewal on 1st October 2018; Clerk circulated four quotes.

Resolved: After a discussion Parish Council agreed the quote from Zurich for a fixed three year contract at a cost of £1,377.39 per annum.

- 8.6.3 Parish Council discussed the revised Financial Regulations.
Resolved: Parish Council unanimously agreed to adopt the revised Financial Regulations
- 8.6.4 Parish Council discussed the Financial Risk Assessment.
Resolved: Parish Council approved the Financial Risk Assessment. Parish Council agreed to look at alternative bank accounts so all funds aren't held at one establishment. *Action: Clerk*
- 8.6.5 Notification of completion of External Audit for the financial year to 31st March 2018. Clerk confirmed that she will publish on the Parish website.
- 8.6.6 SAC (Swindon Area Committee) held on 20th September 2018. Colin Hayes attended the meeting and summarised the main points from the meeting.
- 8.6.7 SBC's Clerk's Forum meeting held on 21st September 2018 to discuss the SHELAA process. Clerk has forwarded the presentation from the meeting to all Councillors. SBC confirmed that they still have a considerable amount of work to complete and hope to get the SHELAA information onto the website early October 2018.

9. Finance

9.1 Payment Schedule for August 2018

Colin Hayes proposed and Joe Smith seconded; Parish Council unanimously approved the payment schedule for September 2018.

10. Correspondence

A list of all other correspondence received since the last meeting on 3rd September 2018 was read out by the Chairperson and was available at the meeting.

Meeting closed at 21.10

Date of next meeting: Monday 22nd October 2018

Wanborough Parish Council**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	To add as agenda item for meeting 24 th Sept, now 22 nd October	
July 18 9.3.1	To request SBC Highways to carry out a review of parking in the village	Clerk	E-mail sent to SBC Highways requesting a meeting, reply received and discussed at 3 rd Sept meeting	
3rd September 18 Minute no 5	To send a letter to Ward Councillor listing parking ideas for the village	Clerk	List to be first agreed by Parish Councillors	

CLERK'S REPORTTo 24th September 2018**1. Hooper's field**a. Next Hooper's Field committee meeting is due to be held on 15th October 2018**2. Lower Rec and Church Meadow****3. Footpaths and Village Maintenance**a. Green Lane (FP42) SBC have agreed to cut back trees to improve access for horse riders, this work starts w/c 24th Sept.**4. Allotments****5. Village Hall**a. Committee meeting held on 17th September 2018**6. Planning and Finance:**a. A meeting has been arranged with SBC on Thursday 4th October to discuss SBC's SHELAA consultation.

b. Clerk is meeting with representatives from the Lyden magazine to discuss whether it is possible to print and deliver the Lyden to all residents.

Correspondence

1. SBC Member's Bulletin
2. WALC Newsletter
3. SBC Highway news
4. NALC Newsletter
5. North Wessex Downs AONB Management 12 week consultation period to 23rd November 2018
6. SBC's Parking Standards Consultation ending on 19th October 2018
7. Community Speedwatch, two sessions carried out one on Callas Hill 20% of cars caught speeding, second on Kite Hill, only one car caught speeding.
8. A large number of e-mails received from residents who have sent their objections to the proposed industrial unit at Inlands Farm, copying in Parish Council.
9. E-mail from Swindon News advertising their business and confirming they can deliver newspapers to Wanborough area now that the Post Office has closed.
10. E-mail from resident in relation to a motorhome parking overnight at the Church car park.
11. E-mail from Post Office confirming that they are looking for premises for a small post office in the village, they have someone willing to be the postmaster they just need a premises, but ideally at no or very little cost.
12. E-mail received from Landowner / developer asking to meet with Parish Council's planning committee to discuss their proposals

Payment Schedule

			VAT Included
September 2018			
Mrs A J Raymond	Salary	*	
Wiltshire Pension	Pension	400.01	
Mr F Frankland	Lengthsman Salary	*	Yes
Mrs A J Raymond	Expenses	321.98	
HMRC	Tax & NI July - Sept	1,138.14	Yes
Allbuid	Waste Collection	300.00	Yes
Allbuid	Grass cutting contract	1,291.19	Yes
Kompan	Play equipment parts LR	38.40	Yes
Mr D Clay	WiFi - Village Hall	25.00	
BT	Final closure balance	24.30	Yes
Swindon Borough Council	Allotment Rent	142.38	Yes
PKF Accountants	External Audit Fee	480.00	Yes
ID Mobile	Mobile Phone	15.99	Yes
SWARD	Bowls Green	753.90	Yes
Allbuid	Grass cutting	732.00	
Solutions Contract Cleaning	Cleaning	217.00	Yes
Allbuid	Maintenance at HF	1,074.60	

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