

Wanborough Parish Council

Minutes of the meeting of Wanborough Parish Council held on **25th March 2019** in Wanborough Village Hall, High Street, Wanborough at 19.30.

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

In Attendance: Mrs A Raymond (Clerk), 5 members of public.

1. Apologies: Mr Mark Simpson, Mrs Donna Stalker

2. Declaration of interest:

Mr Colin Hayes and Mr Dave Hayward declared an interest in item 9.3 as they both rent an allotment. Mr Joe Smith declared an interest in item 6.3.1 New Eastern Villages (NEV) Liaison meeting and 6.1 Great Stall East planning application as he owns land within the NEV.

3. Minutes:

Resolved the minutes of the full council meeting held on 25th February 2019 were approved and signed by the Chairperson as a true record.

Meeting was adjourned for Public Questions

No public questions

4. Ward Councillor's Report

Bob Biggs confirmed that the Ward Councillor had e-mailed him earlier in the day to say that he was unable to attend as he has a scrutiny meeting at SBC.

Bob Biggs confirmed that there are a number of questions he would have liked to have raised to the Ward Councillor, but as he was not present it was agreed that an e-mail should be sent to him to raise these questions instead, these included:-

- *SBC have confirmed to Bob Biggs at a recent meeting that they will not be recruiting a Highways Technician as confirmed previously by the Ward Councillor, therefore Parish Council would like to refer the Ward Councillor to their original letter dated 15th October 2018;*
- *Road resurfacing – there is a considerable amount of road resurfacing being carried out around the Borough at the moment, including some side streets in Covingham; when will the High Street and Rotten Row be resurfaced, as both in very bad state of repair?*
- *At the NEV Liaison meeting it was confirmed that the “no right turn” to Badbury is only at feasibility stage, what is the actual situation on this? And who will be paying for the work.*
- *The 30 mph vehicle activated speed sign on Callas Hill is still not working.*
- *The offsite ditch works maintenance contract for the Stanley Close development still remains outstanding.*
- *Confirmation of the M4 Junction 15 diversion proposal for routing of traffic while the upgrade to the roundabout is carried out, work due to commence in September. What will be done to prevent rat running through the village? Parish Council would like to be kept informed on this with adequate notice.*

5. Presentation from Michael Carter, Sports & Play Consulting – Hooper's Field Project (Michael Carter arrived at 8.30pm)

Michael Carter circulated a draft report confirming what he has done so far and what work he is continuing to do before his expected completion of the Feasibility Study at the end of May 2019.

He confirmed that he has met with club representatives and discussed their needs and what improvements they would like to see. There's a second questionnaire that has gone out to residents and he thanked the Clerk for arranging this. Once the information has been received from that, it will then feed into his study.

Michael Carter confirmed that he will attend the Annual Assembly on 13th May 2019 to discuss the progress of this study to residents.

A discussion took place in relation to how Hooper's Field can become more sustainable in relation to covering its annual costs. Michael Carter confirmed that the hall would need to become more hireable so that more money can be generated from outside of the clubs and consideration should be given as to what the clubs pay when they use the hall themselves.

A question was raised as to whether Parish Council would be privy to the information provided by consultees; Michael Carter confirmed that all information will be provided to Parish Council.

A question was raised as to how the facility will work when there are other sporting activities running at the same time. Michael Carter confirmed that this is a challenge but with careful planning it will be possible. John Emmins confirmed that the facility at Royal Wootton Bassett works in a similar way.

A question was raised in relation to how the study works, as it was noted that not all the information had been obtained from consultees yet and he had expected that to have been done before the study then progressed to suggested options. Michael Carter confirmed that the study is an ongoing project that changes every day; he didn't feel that the steps were separate, he felt they worked together as the study develops.

Michael Carter confirmed that he aims to report back to Parish Council by the end of April 2019 and it was suggested that due to time and questions Parish Council wished to raise that this was done in a separate meeting from the monthly Parish Council meeting.

6. Planning

6.1 To consider Planning Applications received:

S/OUT/19/0359 - Banner Field Off Hinton Road - Outline application for the erection of 5no. dwellings - Landscaping, Access and Layout not reserved.

Resolved: 2 in favour and 7 objected, therefore Parish Council agreed to object to the application for the following reasons:

- The site is outside Wanborough Settlement Boundary; SBC Local Plan 2026 Policy SD2 states that development in rural and countryside locations will only be permitted if certain criteria is met. This site doesn't meet any of these criteria.
- The site is adjacent to The North Wessex Downs AONB; SBC's Local Plan 2026 policy EN5 states that any development within or abuts the AONB must not have a detrimental impact on the landscape and views to and from the AONB. Any development of this site will clearly have a detrimental impact on the AONB.
- The site falls within the Scarp Landscape Character Area of Wanborough; the site is a steep slope from Lower to Upper Wanborough and any development of this site will have a detrimental impact on the surrounding area. The site can clearly be seen from a wide area and also as you approach the village from Wanborough Road, High Street and Horpit.
- The site lies next to Lower Wanborough Conservation Area and any development of this site will have a detrimental impact on the character and appearance of the Conservation Area.
- The site is within close proximity of a significant archaeological feature near to the site, Hall Place. Any development of this site needs to take into consideration the impact on this site.
- The access to the site is from the Hinton Road; Parish Council are concerned with the safety of the proposed entrance to the site, the road has a slight bend which will result in a low visibility of oncoming vehicles.
- There is very poor pedestrian access from the site to the village. For residents to gain access to local facilities such as Primary School, pubs, doctors, bus stop, etc, there is currently no pedestrian access without having to walk along the edge of the road. The proposal to add a new footpath to join up with footpath WA28 is not an ideal solution, it results in a very long route around, plus footpath WA28 is very narrow and becomes extremely muddy and difficult to use for several months of the year.

S/HOU/19/0382 - 16 Church Road - Retention of rear dormer window extension.

Resolved: Parish Council unanimously agreed to raise no objection.

S/OUT/17/1990 - Great Stall East - Land South Of The A420 South Marston – Revised application - Outline planning application (with means of access to the A420 not reserved) for up to 1,700 homes; education provision including a 10 form entry secondary school and a 3 form entry primary school with attendant sports pitches; a sports hub and open space; a park and ride; a local centre up to 1,000sqm including classes A1, A2, A3, A4, A5 and D1 uses; public open space/green infrastructure; new informal and formal recreation spaces and the formation of two new accesses from the A420.

Joe Smith left the meeting while this application was discussed.

Resolved: This site is an allocated site within the NEV and is within South Marston Parish, it is a revised application and they have now changed the application to take into consideration previous comments such as including a site for Park & Ride. Colin Hayes confirmed that we should look at previous comments to ensure that everything is now covered.

6.2 Planning applications that have received consent:

S/HOU/19/0047/TB - Wiltshire House, Horpit - Demolition of existing coach house and erection of a new garage and boot room.

6.3 Other Planning

6.3.1 NEV Liaison meeting held on Monday 4th March 2019 (*Joe Smith left the room while this item was discussed*). Clerk circulated notes from the meeting. Colin Hayes confirmed the main points from the meeting and he would forward South Marston's article in relation to maintenance of Open Spaces for future housing developments.

6.3.2 SBC Settlement Boundary Review & Open Space Assessment.

Resolved: Settlement boundary to be reviewed by Planning committee, and Open Space Assessment questionnaires to be completed by Clerk, Bob Biggs and Colin Hayes.

6.3.3 M4 Junction 15 final plans have been received from SBC; Clerk has put these plans onto the website. A discussion took place in relation to the plans. It was agreed that it is important that Parish Council are informed about the proposed diversions and confirmation as to how this will be communicated to residents in Swindon so that Wanborough is not used as a rat run.

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

Parish Council had nothing further to report on the action points

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. To consider items from the Committees and Representatives to other Statutory Bodies of Wanborough Parish Council

9.1 Hooper's Field and Recreation

9.1.1 Quote to repair dug outs and driveway at Hooper's Field.

Resolved: Parish Council unanimously agreed a quote for £450 to replace both dug out roofs with wood and felt. Parish Council unanimously agreed a quote for £600 to repair a section of the driveway and overflow car park entrance area.

9.3 Footpaths and Village Maintenance

9.3.1 SBC's decision on the wall next to the new footpath on Church Road.

Resolved: After a discussion it was agreed that a letter should be sent to SBC confirming how disappointed Parish Council are in the way SBC have handled this, stating that SBC should be responsible for the repair work on the wall. *Action Clerk*

9.3 Allotments:

9.3.1 The minutes of the Allotment committee meeting held on 4th March 2019 were unanimously ratified.

9.4 Swindon Area Committee

9.4.1 Meeting held on 21st March 2019. Colin Hayes attended this meeting and confirmed that the minutes will be circulated once received. He confirmed that the main concern discussed at the meeting was in relation to SBC's proposals to rearrange the format of meetings held between Clerks and Chairs of Parish Councils. It was confirmed that there is a Parish Council Protocol which SBC seem to be ignoring.

9.5 Annual Parish Assembly – Monday 13th May 2019

9.5.1 It was agreed that items to be discussed at the meeting would include:-

- Hooper's Field project update,
- Footpaths and Village Maintenance (including storyboard update), and
- Planning update.

10. Finance

10.1 To Approve Payment Schedule for March 2019

Colin Hayes proposed and Roger Whitfield seconded; Parish Council unanimously approved the payment schedule for March 2019.

Parish Council Total Payments	£5,247.61
Parish Council Direct Debits	£15.99
Hooper's Field Total Payments	£6,209.77

11. Correspondence

A list of all other correspondence received since the last meeting on 25th February 2019 was read out by the Chairperson and was available at the meeting.

Meeting closed at 21.50

Date of next meeting: Monday 29th April 2019

CLERK'S REPORT
To 25th March 2019

1. Hooper's field
 - a. London to Cardiff relay run, Wolf Pack Running event raising money for charity, they would like to have a check point at Hooper's Field again and they will be going through Saturday 8th June, very early morning.
 - b. E-mails from Wanborough JFC Treasurer, who has now confirmed he will provide information to Parish Council as to how many teams wish to use Hooper's Field by the end of March 2019.
 - c. Clerk has met with Lydiard Youth Football Club and showed them around the facility, they are interested in using the facility if there is availability.
 - d. Next committee meeting is due to be held on 15th April 2019

2. Lower Rec and Church Meadow
 - a. Goal mouths at LR need repairing, Clerk will arrange for goal posts to be temporarily removed and goal mouths repaired.

3. Footpaths and Village Maintenance
 - a. Footpath 28, broken stile in Banner's Field has been reported
 - b. Litter pick carried out on 19th March on Wanborough Road, Colin H has organised a litter pick in Foxhill on 23rd March. There is one further litter due to be held on Saturday 6th April, meeting at 10am at Calley Arms to target Upper Wanborough, top of Callas Hill.
 - c. Footpath walk to be held on 26th March, meet at 1pm at St Andrew's Church.

4. Storyboard & Trail
 - a. Clerk has successfully gained a grant for £5k for this project. Application to SBC Highways has been submitted for the location of the posts.

5. Planning and Finance:
 - a. The landowner's agent for the land at Ham Road (included in the SHELAA) has agreed to meet with Finance committee on 1st April to discuss what they are planning for this site.
 - b. Internal Audit has been booked week commencing 6th May 2019.

6. South Swindon Community Forum
 - a. The next meeting is due to be held on Thursday 28th March 2019 at Liddington Village Hall

7. Newsletter
 - a. The newsletter should be delivered to all residents by 25th March, including the questionnaire with a deadline of 12th April. The extra cost for printing questionnaire and to insert in newsletter is £125.

8. Lyden Magazine
 - a. Next meeting to discuss Lyden magazine is on Tuesday 9th April

9. CiLCA
 - a. Clerk has attended first training session for CiLCA on 15th March, there are three further sessions in June, July & Sept. The cost of registering for the exam is £350, this is in addition to £220 for the course.

Correspondence

1. SBC Member's Bulletin
2. WALC Newsletter
3. SBC Highway news
4. NALC Newsletter
5. Ridgeway Link AGM on 4th April 2019, 7.30pm at Bishopstone VH
6. SBC's Cabinet Agenda 20th March 2019
7. E-mails in relation to fly tipping near Commonhead Roundabout

8. SBC has asked all Parish Council's to ensure shrubbery is cut back around lampposts ready for when they plan to change the lights to LED, this will be rolled out and completed by 2021.
9. SBC request for comments from chairs & clerks in relation to restructuring their communication channel and combining Clerks meeting with Chairs and holding them early evening. Clerk has responded.

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	Add to agenda once on-site meeting with SBC Highways has taken place.	Completed
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 onsite meeting with SBC Highways. Update from Ward Cllr provided a meeting held on 22/10/18.	
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
22 nd 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	
	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	
26 th November 18 Minute no 8.3.1	Storyboard & trail	Clerk	Submission of grant application to Community First - Grant awarded Application to SBC Highways to gain permission for posts on SBC land, completed waiting reply from SBC	Completed – March 19
26 th November 18	Mirror next to the entrance to the allotment site	Clerk	Request made to SBC Highways Application to be submitted	
25 th February 19	Newsletter & Questionnaire	Clerk	Newsletter to be delivered by 25 th March, Questionnaire will be inserted and online questionnaire – deadline 12 th April	

Bacs Payment Schedule**March 2019**

Payment to	Reason	Amount	VAT Included
Mrs A J Raymond	Salary	**	
Wiltshire Pension	Pension	400.01	
Mr F Frankland	Lengthsman Salary	**	Yes
Mrs A J Raymond	Expenses	849.16	
HMRC	Tax & Ni Jan - March 2019	1,402.14	Yes
Swindon Borough Council	Allotment Rent	142.38	Yes
Allbuid	Waste Collection	300.00	Yes
Allbuid	Repair fence damaged by Tree	210.00	Yes
Mr F Frankland	Expenses	30.00	Yes
Mr D Clay	WiFi - Village Hall	25.00	Yes
WALC	CiLCA Training	264.00	Yes
Castle Water	Allotment Water	41.65	
Wanborough VH	Room Hire	21.00	Yes
ID Mobile	Mobile Phone	15.99	Yes
SWARD	Bowls Green	753.90	
Castle Water	Water	15.77	
Solutions Contract Cleaning	Cleaning	217.00	
Affleck Electrical	Code 2 deviations & further investigations	1,485.60	Yes
Sports and Play Consulting	2nd Install	3,737.50	

**** Information withheld under Data Protection Act**