

Wanborough Parish Council

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

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

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

1. Apologies: Mr Mark Simpson, Mr James Naylor and Mr Jon Beeden
2. Declaration of interest: Dave Hayward and Colin Hayes declared an interest in item 15.1 as they both rent an allotment. Donna Stalker declared an interest in item 14.1. Joe Smith declared an interest in planning applications S/OUT/17/1990 and S/19/0703 as he owns land within the New Eastern Villages.
3. Minutes:
Resolved: The minutes of the full council meeting held on 28th October 2019 were approved and signed by the Chairperson as a true record.

Meeting was adjourned for Public Questions

No public questions

4. Ward Councillor report
No report received.
5. Planning applications
- 5.1 To consider Revised Planning Application received:
S/OUT/17/1990 - Great Stall East - Land South Of The A420 South Marston Swindon - Outline planning application (with means of access to the A420 not reserved) for up to 1,550 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, the formation of a new permanent access from the A420 and a temporary construction access from the A420.
(Joe Smith left the room while this item was discussed)
Parish Council discussed the application and Bob Biggs confirmed that correspondence from Highways England requests that SBC put the application on hold for a period of 6 months.
Resolved: Parish Council agreed to object for the following reasons:-
 - Having the sports facilities split across two sites will result in the need for two sets of supporting facilities.
 - Key infrastructure improvements need to be in place prior to any development commencing. Without the correct phasing of development and infrastructure it will have an adverse effect on the surrounding areas, including severe "rat running" through the surrounding villages. The impact of a large development on the traffic flows on the A420 needs to be considered.
 - The proposed site is within close proximity to the River Cole and it is therefore extremely important that any flood mitigation scheme includes how this will be maintained in the future.

S/HOU/19/1685 - Owls Retreat 1 Suters Lane - Erection of rear orangery.

Resolved: Parish Council raised no objection.

Notice that the following application was due to be considered at SBC's Planning Committee on Monday 2nd December 2019. *(Joe Smith left the room while this item was discussed)*

S/19/0703 – Southern Connector Road - Land East Of The A419, Between Commonhead Roundabout And Land North Of Wanborough Road - The construction of a new road, to link the A419 Commonhead Roundabout to the proposed New Eastern Villages (NEV).

Bob Biggs confirmed that Parish Council raised a number of concerns with the current design, however SBC officer's report confirms that SBC are proposing to "grant" permission.

5.2 Planning Applications that have gained permission since the last meeting

S/HOU/19/1415 – Thornhill House, Kite Hill – Erection of a single storey side extension and external works.

S/HOU/19/1455 – Emoyeni, Kite Hill – Erection of a single storey rear extension.

S/HOU/19/1367 – 7 Callas Rise – Erection of part single storey / part two storey front, side and rear dormer extensions.

S/19/1303 - Land To The Rear Of 2 The Hedges - Erection of 1no. dwelling, garages and associated works. (Without compliance with condition 2 of previous permission S/18/1233).

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

Colin Hayes felt that the outstanding drainage work at the Stanley Close (Adams Meadow) development has now gone on for far too long. Parish Council to request an update on the matter.

Parish Council agreed to gain a quote to install water meters for the Bowls and Cricket Club usage. *Action Clerk*

Parish Council agreed to put minor highways improvement options to residents in the next Lyden magazine.

Parish Council had nothing further to report on the action points

7. To receive Clerk's Report

7.1 Clerk's report was circulated to all Councillors and a copy can be viewed in the appendix to the minutes.

8. Footpaths & Village Maintenance

8.1 Clerk confirmed that she has received a quote from a contractor to carry out hedge cutting work with a tractor and side flail at a cost of £40 per hour for a minimum of 8 hours, plus £120 for someone to follow and blow away the debris. This will be a cost of £440 for 8 hours work. Clerk confirmed that she is due to meet a second contractor in the week but requested Parish Council to agree a budget of £440 to allow this work to be completed.

Resolved: Parish Council agreed this work needs to be completed and is covered by village maintenance budget. Parish Council agreed £440 for this work to be completed.

8.2 Swindon Area Committee meeting held on 14th November 2019. Colin Hayes attended this meeting and confirmed that the aim of the meeting was to discuss whether Parish Councils would accept taking on tree maintenance from SBC. He confirmed that all Parish Councils at the meeting unanimously agreed not to take on this additional responsibility.

9. Allotments

9.1 To discuss Thames Water leakage on allotment site. Bob Biggs confirmed that a meeting had been held with Thames Water to discuss the problem and Parish Council are currently trying to gain advice from SBC land contamination officer. All allotment holders affected have been informed.

10. Play Area Inspection Reports

10.1 To review and discuss annual play area inspection reports for Lower Rec and Church Meadow. Clerk confirmed that other than a few minor items the play area at Church Meadow is good. The report however does highlight some problems with the play area at Lower Rec. Clerk confirmed that the handyman will be concentrating on some of these areas such as graffiti removal, clearing vegetation away and general tidy up. The report does highlight that some of the equipment at the Lower Rec will need replacing very soon.

Resolved: Parish Council agreed to look at including a budget for play area equipment replacement in the next Precept.

11. Lyden Magazine

11.1 Distribution of the Lyden from January 2020. Clerk circulated notes from a meeting which Dave Hayward and Clerk attended. Parish Council discussed and were pleased that the Lyden committee had taken their points into consideration.

Resolved: Parish Council agreed to cover the cost of printing the Lyden so that a copy can be distributed to all residents. The initial monthly cost for the financial year 2020/21 is £365 per month, the monthly cost will be reviewed annually with the aim that the Lyden will become self-funding. An agreement between all parties to be compiled ready for approval at the next meeting.

12. VE Day 75th Anniversary

12.1 Clerk confirmed that the meeting held on 18th November 2019 was very productive. The proposal is to hold an event in conjunction with Wanborough Community Trust and St Andrew's Church PCC on the afternoon of 8th May 2020 at Church Meadow to mark the 75th anniversary. Wanborough Community Trust have agreed to fund the costs of this event. Clerk confirmed that there is interest to purchase commemorative benches and asked if Parish Council would be willing to cover this cost.

Resolved: To put forward the cost of benches to the finance committee to consider as part of the 2020/21 budget.

13. South Swindon Community Safety Forum

13.1 To note the minutes of the meeting held on 7th November 2019. Bob Biggs confirmed that one of the actions from the meeting was for the local PSCO to attend the Farmers Market to meet residents and discuss their concerns; he was pleased confirmed that they did attend November's Farmer's Market.

Exclusion of Public, To resolve in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be excluded and they be instructed to withdraw' for item 14 & 15 on the agenda. Reason: Confidential business, contractual matters.

14. Hooper's Field Project

14.1 *(Donna Stalker left the meeting while this item was discussed)*

Parish Council discussed three tenders received for Architectural services for the Hooper's Field project.

Resolved: Parish Council unanimously agreed the tender from SWA Architects at an agreed cost of £9,500. Parish Council agreed to visit Binfield Parish Council to view their facility.

15. Allotments

15.1 To discuss quotes received for Allotment car park as per agreed specification and make a selection. Clerk confirmed that Parish Council have received 2 quotes.

Resolved: Parish Council agreed to send specification out to further contractors to try and gain a third quotation.

16. **FINANCE:**16.1 To approve Financial Payments for November 2019

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

Parish Council Total Payments £5,951.58

Parish Council Direct Debits £16.38

Hooper's Field Total Payments £3,098.20

16.2 To approve Cash Flow Statement

Colin Hayes proposed and Joe Smith seconded; Parish Council unanimously approved the Cash Flow Statement detailing budget and spend of the financial year to November 2019.

Meeting closed at 21.35

Date of next meeting: Monday 25th November 2019

CLERK'S REPORT

1. Planning

- a. Application consultation received after agenda - S/HOU/19/1685 - Owls Retreat 1 Suters Lane - Erection of rear orangery.
- b. Notice that the following application is due to be considered at SBC's Planning Committee on Monday 2nd December 2019.

S/19/0703 - Land East Of The A419, Between Commonhead Roundabout And Land North Of Wanborough Road - The construction of a new road, to link the A419 Commonhead Roundabout to the proposed New Eastern Villages (NEV) development including improvements to the existing Commonhead Roundabout and Pack Hill, new junctions with Pack Hill, The Marsh and Wanborough Road, new footway/cycleway and associated earthworks, drainage works and landscaping.

- c. Foxbridge site – NEV – David Wilson Homes have a consultation “drop – in “event at Hooper’s Field on Wednesday 4th December from 3pm to 7.30pm.

2. Hooper’s field

- a. Clerk has contacted Castle Water who have confirmed that if Parish Council want to install sub meters for the Bowls & Cricket Club water usage then this will need to be installed by a private plumber and then they would carry out their own inspection of the meters after installation.
- b. A booking has been made by a Company who plan to hold a consultation event on Wednesday 4th December. Volunteer needed to lock up the facility afterwards consultation due to finish at 7.30pm.

3. Lower Rec & Church Meadow Play Area

- a. An animal managed to get hooked up in one of the football nets at Church Meadow and as a result died. The net has had to be completely cut down in order to remove the animal as it was so badly tangled.

4. Footpaths & Village Maintenance

- a. The Footpath 44 Inquiry is now finished after the third day held on 13th November. The Inspector confirmed that it may be several weeks until she submits her final decision and report.
- b. The owner of North View Cottage has contacted Parish Council in relation to the quote they have received to repair the wall. Clerk has provided support in completing an insurance claim to SBC for the remedial work required on the wall.
- c. Stuart Astbury – New Handyman has signed his contract of employment and started on 19th November. Clerk has shown him around the village. His first week was spent at Lower Rec play area.
- d. Clerk has had to purchase a new litter bin for Lower Rec and the one next to Avenell Road entrance to the park has rusted and completely collapsed beyond repair at a cost of £260.

5. SBC Highways

- a. Cllr Hayes raised a concern in relation to the signage at Foxhill is not the same as the signage at Covingham for the TRO. Clerk has now received a reply from SBC Highways, a standard reply forwarded to cllr Hayes.
- b. SBC Highways have confirmed that Ward Councillor has not included anything within his “member’s list” for minor road improvements for Wanborough Parish in the last bi annual review. The next deadline is at the end of January 2020 for a Feb / March review.

6. Finance – Budget 2020/21

- a. Precept and Tax base letter received on 22nd November from SBC. Tax base has reduced by 1.5%, Clerk is currently raising questions as to how SBC’s calculation has produced a decrease in tax base for Wanborough, in addition to this the Council Tax Support Grant has also decreased.

7. Newsletter

- a. November's Newsletter has been distributed to all residents
8. SBC Elections Consultation & Vote
- a. At SBC meeting held on 21st November 2019, Borough Councillors voted on the proposal to change elections to every four years rather than 1/3 rds . The outcome of that meeting is that there will be no change to the current system.
9. Freedom of Information Request
- a. Request received in relation to Hooper's Field budget, spend and project costs to date.
10. Future Meetings
- a. Clerk & Chairs meeting at Civic Offices on 3rd December 2019
- b. Swindon Area Committee at Civic Offices on 12th December 2019.

Correspondence

1. SBC Member's Bulletin
2. WALC Newsletter
3. SBC Highway news
4. NALC Newlsetter
5. E-mail from resident concerned about the amount of rat running through the village, raising concerns about the future when work on M4 jnt 15 commences and the SCR.
6. E-mail from resident requesting a new road sign, Clerk has suggested contacting SBC Highways via Ward Councillor.
7. E-mail from resident in relation to land next to his property, he would like the trees and hedge cut back to 1m – 1.5m. Clerk has confirmed that this land is not the responsibility of Parish Council.
8. SBC BT phonebox consultation – 24 phoneboxes have been put forward for removal. None of these relate to the 3 within Wanborough Parish.

Action 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)	
26th November 18	Storyboard & trail	Clerk	Infrastructure installed Outstanding areas:-	Completed

Minute no 8.3.1			Signage Trail sheets & Leaflets Website content	
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. Clerk has been working with owner to submit an insurance claim to SBC	
Sept 2019	TRO signage at Foxhil – Cllr Hayes request for further information from SBC	Clerk	E-mail sent to SBC Highways asking why the signage at Foxhill can not be the same as at Covingham E-mail reply from SBC Ms Coles	
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	Clerk sent e-mail to SBC Automatic reply from Mr Bennett confirming he now only works one day a week at SBC. No further reply to date	

November 2019

Payment to	Reason	Amount	VAT Included
Mrs A J Raymond	Salary	***	
Wiltshire Pension	Pension	478.64	
Mr S Astbury	Handyman	***	
Allbuid	Village Maintenance	475.20	Yes
Allbuid	Waste Collection	300.00	Yes
Allbuid	Grass cutting	1,291.19	Yes
Mr D Clay	WiFi - Village Hall	25.00	Yes
Play Inspection Company	Play areas inspections	130.00	Yes
Shelley Signs	Waymarkers - Storyboard	480.00	Yes
Royal British Legion	Wreath	17.00	
Ridgeway Link	Grant	250.00	
Mark Woodman	Annual hosting of website	157.85	Yes
In Touch	Newsletter	290.00	
Seten	PPE for Handyman & Litterbin	441.65	Yes
ID Mobile	Mobile Phone	16.38	
Allbuid	Grass cutting	732.00	Yes
Solutions Contract Cleaning	Cleaning	240.00	
Chubb Fire	Extinguisher & Fire Inspection	289.02	Yes
Castle Water	Water	168.79	
Chubb Fire	Fire alarm service	143.52	Yes
S Merrett Services	Autumn / Winter fertilising	919.80	Yes
British Gas	Gas	162.36	
Southern Electric	Electric	442.71	

*** Withheld under Data Protection Act