

## WANBOROUGH PARISH COUNCIL

Minutes of the meeting of Wanborough Parish Council held on **26th September 2016** in Wanborough Village Hall, High Street, Wanborough at 19.30.

**PRESENT:** Mr P Warensjo (Chairman), Mr C Offer (Vice-Chairman), Mr D Hayward, Mr C Hayes, Mr B Biggs, Mr W J Smith, Mrs D Stalker, Mr G Sumner, Mr R Whitfield.

**In Attendance:** Mrs A J Raymond (Clerk) and 13 members of public

1 Apologies: Mr M Simpson

2 Declaration of interest:

David Hayward and Colin Hayes declared a personal interest in item 6.3 as they each rent an allotment.

Gary Sumner declared a prejudicial interest in item 6.1.2 as he is the chairperson for Wanborough JFC.

Joe Smith declared a prejudicial interest in item 6.5.1 as he owns land within the NEV.

Per-Axel Warensjo declared a personal interest on item 6.2.2.

3. Minutes:

The minutes of the previous meeting held on 5<sup>th</sup> September 2016 were circulated to all Parish Councillors.

Gary Sumner raised a query in relation to one of the decisions made at the last meeting after he had left that meeting. He asked why a letter of apology had been sent to Wanborough Cricket Club when he had confirmed that he had contacted them at the request of Per-Axel Warensjo and Colin Offer. He also felt that it now makes it difficult to continue discussions with the Cricket Club.

Per-Axel Warensjo asked why he was not able to ask Gary Sumner to discuss options with the Cricket Club.

After a discussion it was agreed that any discussion in relation to Hooper's Field expansion should be done either at a Hooper's Field committee meeting or Parish Council meeting so that all decisions are properly recorded; a Parish Councillor cannot speak on behalf of Parish Council when a decision has not been made to do so.

Per-Axel Warensjo asked if he still had to sign the minutes even if he did not agree with them. The Clerk confirmed that he is signing them as a "true record" of the last Parish Council meeting not whether he agrees with the decisions made. The minutes were signed by the Chairman as a true record.

### **Meeting was adjourned for Public Questions**

*A resident made a comment in relation to the Cricket Club, stating that maybe they are feeling slightly undervalued at the moment.*

*Dave Hayward felt that over past years Parish Council have always supported the Cricket Club and do not feel that they are undervalued. The reason for the apology is a completely separate issue to Parish Council's support of the Cricket Club.*

*A resident would like to thank all the Parish Councillors for their time and work done, as it is appreciated even if a number of questions are raised.*

*A resident raised a question in relation to Green Lane, stating that at a previous meeting Parish Council raised their concerns about the proposed grass verges at either end of Green*

Lane. Gary Sumner confirmed that Parish Council has informed SBC about their concerns but this is a scheme that has already been agreed between the developer and SBC. Gary Sumner stated that he felt that the footpath/bridleway is much better than it was before.

A resident stated that at the Neighbourhood Plan meeting held on 6<sup>th</sup> May 2015, an archaeological survey of the site next to Hewer's Close was discussed and it was agreed that it should be undertaken before the development. Has this survey been undertaken yet? Per-Axel Warensjo confirmed that it had not yet been done.

A resident stated that at four consecutive Neighbourhood Plan meetings Redlands was discussed, so why then did the Neighbourhood Plan committee then decide to put another 20 homes in Wanborough when they knew there were going to be 350 houses at Redlands? Per-Axel Warensjo confirmed that Redlands has not yet been agreed, so it cannot yet be stated that there will be that number of houses at Redlands.

Gary Sumner stated that Redlands is included as an allocated area within SBC's Local Plan and also within Local Plan there is an additional allocation for houses within rural areas, which includes Wanborough.

The resident stated that she had been informed that Wanborough Parish did not need to take any more houses due to the Redlands development. Per-Axel Warensjo confirmed that Wanborough Parish Council has not been informed about this.

A resident stated that it is not necessary to have a Neighbourhood Plan. Parish Council confirmed that this is the case, but it is better for the village to have a Neighbourhood Plan as it prevents speculative planning applications.

Gary Sumner confirmed SBC currently do not have a 5 year housing supply, therefore this is putting pressure on the Borough with developers putting forward applications that are not within SBC's Local Plan site allocations and outside village settlement boundaries.

A resident raised a query in relation to the chairperson's involvement in objecting to the houses next to Lydiard Park, whilst he is also supporting 20 new homes in the village. Per-Axel Warensjo confirmed his involvement with the Lydiard Park trust opposing that development, but this has nothing to do with Wanborough Neighbourhood Plan. The Neighbourhood Plan Committee agreed and decided on the Hewer's Close development as a committee, and why it was chosen can be seen in the minutes of the Neighbourhood Plan meetings. The resident felt that he couldn't see the reason in the minutes.

A resident referred to SBC's Neighbourhood Plan protocol which states that a member's involvement should be in the whole process of the Neighbourhood Plan. Therefore for Wanborough Neighbourhood Plan committee why did some members not attend many meetings, why were they not replaced and why were some meetings held that were not quorate?

Per-Axel Warensjo asked for the dates of the meetings to be forwarded to him as he did not think any of the meetings were held when the meetings were not quorate. Once he has this information he will respond – ACTION Per-Axel Warensjo.

Per-Axel Warensjo confirmed that although members did not attend all meetings, they had a skill set that could be called upon if needed.

A resident also stated that as per SBC's protocol, agenda for Neighbourhood Plan committee meetings should be put on the web site at least 5 days before each meeting and this has clearly never happened. Per-Axel Warensjo confirmed that Parish Council will be discussing the Terms of Reference later on in this meeting.

A resident referred to Terms of Reference for the Neighbourhood Plan and asked if the action point from the last meeting had been carried out by the Clerk. Clerk confirmed that all Councillors had received a copy of SBC's Neighbourhood Plan protocol, along with

examples of other Terms of Reference. The resident also asked for confirmation that all Neighbourhood Plan Committee meetings have been closed meetings. Per-Axel Warensjo confirmed all meetings were closed meetings. The resident therefore asked for clarification as to when the Terms of Reference will be agreed and how this will affect what the Neighbourhood Plan Committee has already done. Clerk confirmed that the Terms of Reference will be adopted at a Parish Council meeting and this is due to be discussed later in the meeting.

A resident asked when she would get a reply to her e-mail sent to Parish Council. Per-Axel Warensjo confirmed that he would reply before the next Parish Council meeting. The resident confirmed that that would be two months since she wrote the e-mail to Parish Council. ACTION Per-Axel Warensjo.

A resident raised questions in relation to the MUGA (multi user games area):-

- Is there a village rugby club, netball club at the moment or is it more likely to be used just for football?

Colin Offer confirmed that before Hooper's Field was built there wasn't a bowls club or tennis club in the village. Providing additional facilities for new clubs will allow these clubs to start, so just because there isn't a certain club now doesn't mean there can't be in the future.

- Can the Parish Council afford the pay for the upkeep of a MUGA?

Per-Axel Warensjo confirmed that in order to carry out the expansion of Hooper's Field the Parish Council needs to have a financial plan to show that the expansion will be sustainable.

- The resident asked if any costings for the MUGA have been done? She provided an example of costings from another MUGA

Gary Sumner confirmed that he had met with representatives from SBC a while back who have provided examples of a MUGA at the Link Centre and at Grange Community Centre and they are all profitable.

A resident stated that Gary Sumner needs figures to back up what he is saying, as you cannot take decisions without this.

Parish Council agreed that until detailed costings are put forward, which Per-Axel Warensjo confirmed that Colin Offer is working on, then Parish Council cannot make any decisions on the proposed MUGA. Per-Axel Warensjo confirmed that if Parish Council get S106 money and grant money for the expansion of Hooper's Field, this has to be deliverable and sustainable in terms of running the facility afterwards.

#### 4. Report from Ward Councillor

Gary Sumner advised that Bower Mapson has confirmed that the completion of Green Lane has been delayed due to a Thames Water pipe having to be moved. He also confirmed that he is currently speaking with Bower Mapson in relation to the reinstatement of the raised embankment along Burycroft.

Gary Sumner confirmed that he had received a reply from SBC in relation to the flood mitigation work, which he will forward on to Parish Councillors.

Gary Sumner confirmed that a Highways Plan from SBC with suggestions on how to improve and prevent "rat running" through the village has now been received. SBC are asking for a steer from residents in the village as to what they would prefer in relation to the access onto Wanborough Road for the Redlands development.

A resident felt that he should contact a wider audience from the village other than just the residents at this meeting

Per-Axel Warensjo confirmed that he felt that there should be another meeting where residents have an opportunity to attend and discuss options. Gary Sumner agreed that this would be a good idea, but the meeting would need to be asap as SBC are

expecting to consider the Redlands application at their Planning Committee meeting in either October or November

Colin Offer felt that he should come up with options first and then put these forward to residents otherwise the meeting will not work. Colin Offer also suggested putting something in the Lyden, however this was confirmed as being too late for October's Lyden.

Per-Axel Warensjo asked Gary Sumner to put together a paragraph to explain the position to residents and to provide them with details as to how they can make their comments; this can then be put on the Parish website and Facebook page. *ACTION Gary Sumner*

## 5 PLANNING

### 5.1 To consider Planning Applications received:

**S/16/1637 & S/16/LBC/1638** – Disney Cottage – Erection of a two storey rear extension.

Parish Council discussed the application and raised no objection provided the extension was in keeping with the listed building.

**S/16/1668** – 2 Jenner Close – Erection of a two storey rear extension

Parish Council discussed this application and raised no objection.

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

None

### 5.3 To notify the Schedule to the refusal received.

**S/16/0720** - Land at Church Road - Erection of 4no. dwellings and associated works.

**S/16/1135** - 6 College Green - Erection of a two storey front, rear and side extension

## 6. COMMITTEE AND REPRESENTATIVES

### 6.1 Hooper's Field and Recreation

6.1.1 Lower Recreation and Church Meadow Inspection Report, report has been circulated to all Councillors. The report shows only "very low risk" and "low risk" problems with the play areas at both Lower Recreation Field and Church Meadow. Clerk has gone through the report with Village Lengthsman who will look at the "low risk" problems.

6.1.2 (*Gary Sumner left the room while this item was discussed*) Wanborough JFC fee for season 2016/17. Gary Sumner (Wanborough JFC Chairperson) has asked for a reduction in their annual season charge for 2016/17 as one of their teams has dropped out, and they now only have two teams playing at Hooper's Field. After a discussion it was agreed that the charge will remain the same as is not based on the number of teams playing at the facility; it is an annual charge for the club to use the facility from 1<sup>st</sup> September to 30<sup>th</sup> April and this also allows them to train there.

6.1.3 Hooper's Field Expansion, Clerk confirmed that the next Hooper's Field meeting is due to held on 10<sup>th</sup> October, however Colin Offer is unable to attend on this date therefore it was agreed to move the meeting to the 17<sup>th</sup> October. *ACTION Clerk*

6.1.4 Chubb Fire annual service of fire extinguishers has been carried out.

### 6.2 Footpaths and Village Maintenance

6.2.1 The next meeting will now be held on 3<sup>rd</sup> October 2016.

6.2.2 Resident on the High Street whose back garden is next to the Lower Recreation field has asked for some trees to be heavily pruned and for two trees to be removed. After a discussion it was agreed to gain quotes for a tree survey to be carried out for all the trees at Lower Recreation field and Church Meadow. *ACTION Clerk*

- 6.2.3 E-mail from resident in relation to the footpath next to Springlines, asking why this footpath has not been included within the proposed footpath improvements by the developer (Taylor Wimpey). Parish Council confirmed that the developer did state at a meeting that they would make improvements to this path, however it was not included within SBC's legal agreement. The resident also asked if the speed limit along Pack Hill can be reduced. Gary Sumner confirmed that SBC would not consider a reduction in the speed limit as there are no houses along this stretch of road.
- 6.2.4 E-mail from resident of Chapel Lane stating that since the bollards have been installed it has taken away the only turning space, resulting in cars now using his driveway to turn. Parish Council discussed and agreed that there isn't a solution to this, but felt that as cars used to park in this area they could not use it as a turning area before the bollards were installed anyway. The resident has also asked if the Parish Council would consider planting a hedge along the edge of the road on the right as you enter Chapel Lane. Parish Council do not own this piece of land so cannot plant anything on it.
- 6.2.5 Peter Mapson (Bower Mapson) has e-mailed confirming that, due to Thames Water needing to move a pipe, finishing work on Green Lane has been delayed, as confirmed by Gary Sumner earlier in the meeting.
- 6.3 Allotments
- 6.3.1 Annual Allotments Meeting held on 19<sup>th</sup> September 2016. Bob Biggs confirmed that the meeting was very well attended. No one seemed to raise any problems with the new allotment agreement, however it is probably best to wait until they have had a better chance to read it.
- 6.3.1 *(Dave Hayward and Colin Hayes left the meeting while this item was discussed)*. To agree Senior Citizen discount for allotment holders. After a discussion it was agreed to reduce the senior citizen discount to 25% from 1<sup>st</sup> April 2017 for allotment holders who are of "State Pensionable Age".
- 6.4 Wanborough Village Hall Management Committee
- 6.4.1 Committee meeting held on 12<sup>th</sup> September, Mark Simpson has forwarded his notes from the meeting.
- 6.5 Planning and Finance
- 6.5.1 *(Joe Smith left the room while this items was discussed)* Redlands Planning Application Highway implications. This item has been added at the request of Gary Sumner. Gary Sumner has also circulated a "Wanborough Highway Traffic Calming Study" carried out by SBC.  
Gary Sumner confirmed that the Redlands application is due to go to Planning Committee in October or November, therefore he needs to have a response from Parish Council on the proposed access onto Wanborough Road.  
Parish Council discussed and agreed that the report is too large to go through at this meeting and felt that due to time constraints a separate meeting should be held. A suggested date of 19<sup>th</sup> October 2016 was agreed to discuss the Redlands proposed access onto Wanborough Road and a meeting in November to discuss the Highways report.
- 6.5.2 NEV Liaison Meeting. SBC have circulated minutes of the last meeting held on 25<sup>th</sup> July, and confirmed the next meeting will be held on Monday 10<sup>th</sup> October from 2pm to 4pm. Per-Axel Warensjo, Colin Hayes and Gary Sumner to attend.
- 6.5.3 A meeting between SBC, Taylor Wimpey and Parish Council to discuss outstanding drainage work. Two provisional dates have been put forward: 4<sup>th</sup> October afternoon only or 7<sup>th</sup> October at any time. Parish Council agreed they could make 4<sup>th</sup> October.
- 6.5.4 E-mails received from Blunsdon PC and Haydon Wick PC in relation to "Transfer of Services". It has been confirmed that at the next SBC Cabinet meeting on 19<sup>th</sup> October it is going to be agreed that Parish Councils who haven't yet taken on the

additional services from 1<sup>st</sup> April 2016, will not get the same transitional funding from 1<sup>st</sup> April 2017, they will instead only receive two years of transitional funding starting from 50%. This will not affect Wanborough Parish Council, however Clerk is not sure what will happen in relation to services that Wanborough Parish Council did not agree to take on such as highway verge maintenance. Gary Sumner confirmed that he was not sure about this and confirmed that he will check with SBC. *ACTION Gary Sumner*

- 6.5.5 WALC Swindon area meeting held on 15<sup>th</sup> September 2016. Gary Sumner attended this meeting and confirmed that the main discussion point was about SBC's proposals for new parishes and transfer of services.

## 7. FINANCE

### 7.1 Financial Statement

The monthly statement was circulated. It was proposed by Colin Hayes and seconded by Roger Whitfield that "The Financial Statement be accepted, the payment of accounts be endorsed and the bills for payment be accepted and paid, the petty cash expenditure for September 2016 endorsed and the transfers to cover September 2016 expenditure be approved."

### 7.2 Monthly Cash Flow Statement

The monthly cash flow statement was circulated. Colin Offer raised a query in relation to the Clerk's salary being higher this month. Clerk confirmed that the figure on the cash flow includes the quarterly payment to HMRC, with the financial statement showing the split between net salary and HMRC payment. It was proposed by Colin Hayes and seconded by Roger Whitfield that the statement be accepted.

## 8. OTHER

### 8.1 Transport

- 8.1.1 SBC Highways and Transport delivery services event held on 20<sup>th</sup> September 2016. Gary Sumner, Joe Smith and Colin Hayes attended the meeting. It was confirmed that Junction 16 of the M4 is SBC's priority; there are no plans yet for Junction 15 and there will be a separate meeting for this. Gary Sumner confirmed that there is a Highway's newsletter that can be requested; he will forward the link for this. Gary Sumner felt that it was a good meeting to be able to speak to representatives from SBC, as he was able to raise the issue of the driveway on Ham Road with them again.

### 8.2 Grants

- 8.2.1 Letter of thanks from St Andrew's Church for the additional grant received for the churchyard maintenance. Clerk has asked Village Lengthsman to look at the entrance gates to the Church; he feels they have gone past the stage of repair and is currently putting together a quote to replace them which will be forwarded to the church.

### 8.3 Flood Management

- 8.3.1 The next flood management meeting is due to be held on 13<sup>th</sup> October 2016. It was agreed to add "review of flood management report" to the agenda. *ACTION Clerk*

### 8.4 Neighbourhood Plan

- 8.4.1 Neighbourhood Plan procedures. Clerk has circulated SBC's Neighbourhood Plan Protocol, a link to Government website stating procedures for Neighbourhood Plans

and links to example "Terms of Reference" to all Councillors. SBC's Phil Smith has stated that Parish Council need to adopt "Terms of Reference" as soon as possible. After a discussion it was agreed to hold a separate meeting so that the "Terms of Reference" can be discussed in more detail. Per-Axel Warensjo to agree a date for this meeting. *ACTION Per-Axel Warensjo*

A query was raised in relation to what will happen about everything agreed prior to the new "Terms of Reference" being adopted. Clerk confirmed that the Parish Council will have to seek guidance from SBC on this. *ACTION Per-Axel Warensjo to contact SBC Phil Smith to gain advice.*

E-mail received from resident (forwarded to Per-Axel Warensjo by Clerk) asking if she can join the Neighbourhood Plan committee. This had been discussed earlier in the meeting and Per-Axel Warensjo confirmed that he would reply before the end of October 2016. *ACTION Per-Axel Warensjo*

## **9. CORRESPONDENCE**

*All other correspondence since the last meeting on 5<sup>th</sup> September 2016 was available at the meeting.*

*Meeting closed at 22.00*

*Date of next meeting Monday 24<sup>th</sup> October 2016*