

WANBOROUGH PARISH COUNCIL

Minutes of the virtual meeting of Wanborough Parish Council held on **28th September 2020** starting at 7.15pm.

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

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

Minute Ref
09/20/

1. Apologies: Received from Mr Jon Beeden and Mr Joe Smith and duly approved.
2. Declaration of interest: Mrs Donna Stalker declared an interest in item 2 of the Clerk's report as she is the landowner.
3. Minutes
Resolved: The minutes of the full council meeting held on 24th August 2020 were unanimously approved, minutes to be signed by Chair at a future date when face to face meetings can be held.
4. Parish Councillor vacancy
Clerk provided an update on the Notification of Parish Councillor Vacancy. SBC have confirmed that no electors have contacted them requesting a By-Election therefore Parish Council are now able to co-opt. Clerk confirmed that an advert had been put in the Lyden and an e-mail confirming interest had been received from one resident to date.

THE MEETING WAS ADJOURNED FOR PUBLIC QUESTIONS.

Questions raised by the applicant for the planning application at Banner's Field.

- *He asked the Parish Council if they have considered the application in detail and looked at the entire Design & Access Statement. Bob Biggs confirmed that yes he had; he looks at all planning applications in detail prior to the meeting.*
- *He felt that some of the comments made by Parish Council neither reflect the detail contained in the plans or indeed align with some other responses. Bob Biggs felt that as his own personal view and not the view of the Parish Council, Parish Council consider all applications carefully and this is reflected within the comments submitted to SBC.*
- *He asked if Parish Council could confirm whether they made a site visit. Bob Biggs confirmed that there was no site visit but many Councillors are fully aware of the application site.*
- *He asked why Parish Council objected to this application but raised no objection to other allocated sites in Wanborough. Bob Biggs confirmed he was not able to answer this question without further clarification as to which sites were being referred to.*
- *He asked Parish Council to confirm whether, if the Planning Officer is minded to recommend approval, will Parish Council still request the application to be considered at SBC Planning Committee. Bob Biggs confirmed that Parish Council would make this request as they have made strong objections to this development proposal.*

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5. Ward Councillor report

Apologies received from Gary Sumner.

Report circulated to all Councillors. In his report Gary Sumner asked Parish Council if they would consider taking on the maintenance of the ditch along the western edge of Springlines Meadow. Parish Council agreed that, subject to confirmation that the point raised in his report is that the two options are either:-

1. Management Company are responsible for the maintenance, or

2. Parish Council take on the maintenance,

then Parish Council confirmed that they do not want to take on this maintenance. Colin Hayes stated that it is important for Parish Council to have a copy of the management company agreement for this maintenance.

6. Planning

6.1 To consider Planning Applications received:

S/OUT/20/0907 – Banner Field, off Hinton Road – Erection of 1 no dwelling and associated works

Bob Biggs confirmed that Parish Council have already submitted and agreed their objections to this application at the last meeting; this item was included on the agenda again so that the applicant could raise his questions to the Council. Bob Biggs added that Parish Council are consultees and it is Swindon Borough Council who will make the final decision on this application.

S/COND/20/1163 – Redlands Development (NEV) - Discharge of condition 29 (Liden Brook Buffer Zone) from Outline Planning Permission S/OUT/16/0021

Resolved: Parish Council agreed to request confirmation as to how these areas will be maintained. Parish Council agreed to reiterate that they do not want any public open spaces allocated within the Liden Brook buffer zone.

S/HOU/20/1067 - Wiltshire House Horpit - Erection of a single storey rear/ side extension and detached double garage.

Resolved: Parish Council raised no objection to the single storey rear / side extension. Parish Council unanimously agreed to raise an objection to the design of the proposed double garage. A previous application had been made for this garage to be removed and replaced with a design similar to that which had been removed, and Parish Council raised no objection to that application as the replacement was in keeping with the original design. The proposed design of the new garage is completely different; Parish Council would like the design changed back to include the original design and clock.

S/HOU/20/1173 - 7 The Beanlands - Erection of a single storey rear extension.

Resolved: Parish Council unanimously agreed to raise no objection.

S/20/0927 - Land At The Old Cowshed Horpit - Erection of 1 no. detached dwelling, garage and associated works.

Resolved: Parish Council unanimously agreed to object to the proposed development for the following reasons:-

- Although the site description states land at the "Old Cowshed", the proposed dwelling is proposed to be built on a greenfield site, being agricultural land located next to the "Old Cowshed". This land cannot be classed as a brownfield site and is therefore contrary to SBC's Local Plan for development within a rural setting.
- The proposed design of the new dwelling is a very large two storey dwelling; it will be very dominant within the rural setting and extremely large for the size of the plot.
- The proposed dwelling is within very close proximity of a grade II listed building (The Cottage). Due to the size and scale of the proposed new dwelling this will have a detrimental impact on the listed building.

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6.2 Notification of Revised Planning Application received

S/COND/20/0708 – Redlands Development (NEV) Discharge of condition 8 (Design Code) following Outline Planning Application S/OUT/16/0021

Bob Biggs confirmed that due to SBC's deadline and an extension to the deadline being refused. Parish Council had already submitted their objections to this application.

Resolved: Parish Council unanimously agreed to ratify the objections submitted for this application.

6.3 Notification of Decisions received

S/OUT/18/1943 – Inlands Farm - A Hybrid Planning Application for a Science Park – **Refused**

6.4 Other Planning

6.4.1 Clerk circulated notes from SBC's NEV Liaison meeting held on Monday 7th September 2020. Colin Hayes, Mark Simpson and Bob Biggs attended the meeting and all agreed that the allocated 1 hour for the meeting resulted in it being very rushed with clearly more time needed. It was agreed to request longer for the next meeting.

SBC Planning Officer (K Corps) confirmed that there is no S106 money allocated for the Wanborough Traffic Calming Scheme within the Redlands S106 agreement. K Corps confirmed that this is a separate scheme that the Council will need to fund. K Corps confirmed that it is hoped that £340k will be included within the Lotmead S106 agreement but this is yet to be finalised. Parish Council acknowledged that hopefully the funding for this scheme will be discussed in more detail at the meeting (7th October) with the Project Leader for the Wanborough Traffic Calming Scheme.

6.4.2 To consider Government White Paper - Planning for the Future - 12 week consultation starts from 6th August 2020

Clerk confirmed that this was discussed at the Swindon Area Committee and they agreed at the meeting to submit joint response to the Government White Paper on behalf of all Parish Councils.

7. Clerk's Report & update on Action Points

Clerk's report and Actions Points were circulated to all Councillors and can be viewed in the appendix to the minutes.

8. Footpaths & Village Maintenance

8.1 **Resolved:** Parish Council unanimously agreed to ratify the minutes of the committee meeting held on Monday 14th September 2020

9. Hooper's Field Expansion Project

John Emmins confirmed that the Working Party had a Zoom meeting with SWA Architect on 21st September 2020 to look at the final draft plans for Hooper's Field.

The draft plans were viewed at the meeting. Dave Hayward asked if the Clubs had seen these plans. John Emmins confirmed that they had seen a previous version of the plans, based on what they had asked for. The revised draft plans are due to be circulated and discussed with the Clubs at the next Hooper's Field meeting on 12th October 2020.

10. Swindon Area Committee (SAC)

Colin Hayes provided a verbal report from the SAC representative following the meeting held on the 17th September 2020. Minutes will be circulated once they are received.

Colin Hayes and Clerk attended the meeting. Richard Hailstone (Haydon Wick) (Chair) elected as chair again and Paul Summers (Chiseldon) as vice chair.

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SAC aim to submit a reply on Government White Paper on behalf of all Parish Councils, but individual Parish Councils are entitled to submit their own reply to the consultation if they want to.

They had a long conversation about SBC's Code of Conduct vs NALC code of conduct, with interesting comments made by other Parish Council's especially in relation to SBC's procedures.

Colin Hayes confirmed that they will be discussing the replacement of street lights as LEDs at the next meeting; the main concern being how bright they are. Next meeting due to be held on 19th November 2020.

11. Community Safety Forum

To confirm new arrangements for this forum put forward by Inspector Barry Read. The new arrangements mean that rural Parishes will be grouped together as they will all have similar issues. Bob Biggs confirmed that he had already responded to Barry Read confirming agreement to these new arrangements.

12. Wanborough Village Hall

12.1 AGM held on 14th September 2020. Mark Simpson provided an update from the meeting confirming it was a short AGM to nominate committee. The current licence holder is due to move out of the area so they need someone to take on this role; one of the new committee members has agreed to look into this.

12.2 The Treasurer for the Village Hall Committee provided Parish Council with the financial statement for the year to 31st March 2020. Mark Simpson confirmed that these were agreed at the Village Hall AGM. Parish Council agreed that they can be submitted to the Charity Commission.

13. Finance

13.1 Councillor Remuneration 2021/22 - To consider recommendations from the Swindon Independent Remuneration Panel on Parish Allowances for the 2021 – 2022 Municipal Year.

Resolved: Parish Council unanimously agreed to proposed Parish Councillor Allowances for 2021/22 £220 for Councillors and £659 for Chairman.

13.2 To discuss and agree quote to replace chains and swings at Lower Rec play area. Clerk confirmed that she is meeting with play area companies to discuss the refurbishment of the play area within the green carpeted area as highlighted in the last inspection report. The swings just need replacement parts as the main structure is all good.

A quote has been gained from Wicksteed so that the replacements will just be like for like at a cost of £820.90. This does not include installation.

Resolved: Parish Council unanimously agreed the quote from Wicksteed for £820.90.

13.3 To discuss and agree quote received from Zurich for the insurance renewal from 1st October 2020. Parish Council are currently within 3 year contract.

Resolved: Parish Council unanimously agreed the quote from Zurich Insurance for £1,420.

13.4 To approve monthly payment schedule September 2020

Parish Council total payments	£10,622.50
Parish Council direct debit	£16.82
Hooper's Field total payments	£2,062.80

Resolved: Colin Hayes proposed, Roger Whitfield seconded; monthly payment schedule for September 2020 was unanimously agreed.

13.5 To review monthly Cash Flow Statement to September 2020

Resolved: Mark Simpson proposed and Colin Hayes seconded; monthly cash flow statement for September 2020 was unanimously agreed.

Meeting closed at 9.10pm

Next meeting 26th October 2020

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September 2020

Payment to	Reason	Amount	VAT Included
Mrs A J Raymond	Salary	***	
Wiltshire Pension Mr S Astbury	Pension Handyman	578.23 ***	
HMRC	Tax & NI July - Sept 20	1,841.38	
St Andrew's Church	Lyden - Sept	365.00	
Mrs A J Raymond	Re-imburse Expenses	1,533.19	Yes
Mr D Clay	WiFi - Village Hall	25.00	Yes
Allbuild	Grass cutting	1,291.19	Yes
Allbuild	Waste Collection	300.00	Yes
Mr B Biggs	Expenses	33.90	
Swindon Borough Council	Allotment rent	142.38	
Glasdon	Bin	353.72	Yes
Allbuild	Village maintenance & flytipping	667.20	Yes
Zurich	Insurance	1,420.00	
ID Mobile	Mobile Phone	16.82	Yes
Allbuild	Grass Cutting	732.00	Yes
Top of the Trees	Tree works	642.00	Yes
British Gas	Boiler Monthly service charge	46.80	
Whelan Irrigation	Bowls Irrigation	600.00	Yes
Solutions	Cleaning	42.00	

*** Confidential under Data Protection Act

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CLERK'S REPORT

To 28th September 2020

1. Planning – Received after Agenda
S/HOU/20/1173 - 7 The Beanlands - Erection of a single storey rear extension.
S/20/0927 - Land At The Old Cowshed Horpit - Erection of 1 no. detached dwelling, garage and associated works.
2. Planning Appeal
S/19/0480 - Honeyfield Alpacas Honeyfield Farm - Erection of 5no. dwellings with garages, landscaping and associated works
– Appeal (APP/W3710/W/20/3251042) by Firecracker Developments Ltd – Virtual appeal meeting date Opening on 12 October at 10.00
3. Footpaths & Village Maintenance
 - a. The area at the corner of Church Road, shrubbery has been cleared and the concrete base ready for the installation of the second WW2 bench has been installed.
 - b. I plan to advertise and hold a village clean up on Saturday 17th October (Upper Wanborough), which will include bulb planting at the corner of Church Road, plus church car park if any left, to plant the 20 trees at Church Meadow and to carry out litter pick. This will be subject to any regulation changes.
4. Hooper's Field Sports Facility
 - a. New government regulations came in force on 24th September for "Track & Trace". NHS QR code posters have been put up at the main entrance to Hooper's Field. All clubs have been provided with details and are encouraged to use it. A manual system needs to be in place for those who are unable to use the "Track & Trace" app, Clerk has asked all clubs to provide details of their procedures if they do not use the app. Without a system in place could result in a £1k fine.
 - b. Priory Vale FC have contributed £300 towards the tree works that has been recently carried out at Hooper's Field.
5. Wanborough Traffic Calming Meeting
 - a. SBC Officer (Harry) has suggested 7th October at 11am for a meeting to discuss the Traffic Calming. At the moment Colin H & Dave H has confirmed he can make it, can anyone else?
6. Informal Consultation – Church Road
 - a. Notification received from SBC on Friday 25th September in relation to the minor highways improvements for Church Road.
7. Ridgeway Link / Dial a Ride
 - a. Dial a Ride offer transport to all residents in the Swindon area including Wanborough. I have put an article in the Lyden confirming how residents can contact them to book transport, there is a nominal charge to cover the expenses of the driver. In other rural areas such as Chiseldon, Ashbury etc they have a weekly shopper bus, they can add Wanborough into the scheme if there is interest from at least three regular users. Again I have added this to the Lyden article to see if there is interest. Some parishes pay for the shopper bus for their residents so that it's free others don't but this is something Parish can consider once there is an indication of likely users.
8. Future Meeting Dates / Training dates
Clerk's Forum meeting – 20th October
Hooper's Field Committee meeting – 12th October
Parish Online training – 15th October 10am to 3pm
Traffic Calming – 7th October 11am
9. PC meetings in the Village Hall
 - a. With the new rule of 6 it is unlikely that we will be able to move Parish Council meetings back to the village hall at the moment.
10. Finance
 - a. NALC have issued new pay scales for the financial year 2020/21. This came into force from 1st April 2020, with back payments to be made. This applies to Clerk & Handyman salary payments.

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Action Points

PC meeting and minute no	Action	Owner	Status	Date completed
Outstanding	Springlines Meadow ditch, to chase SBC for confirmation of maintenance contract	Ward Councillor	Update:- July 20 meeting Cllr Sumner confirmed he had an onsite meeting with Highways. Ditch line has been re-instated but work on Church Road to ensure flood water reaches ditch outstanding.	
Ongoing	Highways improvements	Clerk	Update: Request made to Ward Councillor for Highways improvement on Church Road. Reply received from SBC SBC Informal consultation 3 rd October – 17 th October	
25 th March 2019	Wall next to North View Cottage, Church Road	Clerk	Awaiting response to insurance claim submitted Jan 20. SBC's insurance company replied confirming that they do not feel they are responsible for any damage to the wall.	Closed
Sept 2019	TRO signage at Foxhill – Cllr Hayes request for further information from SBC	Clerk	PC made a request to SBC for signage improvements at Foxhill junction in line with that at Covingham. – remains outstanding.	
November 2019	Install water meters at Hooper's Field for Bowls & Cricket Club	Clerk	To gain quotes from Plumber	
June 20	New Signage at Burycroft	Clerk	Request sent to SBC Highways for the single bend sign to be replaced with a double bend. To remove the "slow" road markings travelling eastbound. To install a second "double bend" sign in The Marsh at other end of the double bend and install the "slow" road marking in the correct place.	
June 20	Speed Indicator Device (SID)	Clerk	Update SID installed on Church Road One other post installed on High Street	

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			opposite Jubilee Cottages. Two further posts to be ordered	
Outstanding	Allotment entrance mirror	Clerk	Update Mirror purchased and delivered Waiting for a response from SBC as to whether they approve installation.	
July 20	Wanborough Traffic Calming	Clerk	SBC Consultation Letter submitted to SBC SBC officer has offered a virtual meeting on 7 th October 2020	
July 20	Adopt the Red Telephone Boxes	Clerk	Application made to BT Church Road BT Box – Application being processed High Street – As it's on Village Hall land permission from Bristol Diocese is needed before application can be processed – Request made to St Andrew's PCC.	