

Wanborough Parish Council

Minutes of the meeting of Wanborough Parish Council held on **29th April 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 David Hayward, Mr Joe Smith, Mr Colin Offer, Mrs Donna Stalker and Mr Jon Beeden

In Attendance: Mrs A Raymond (Clerk), 12 members of public.

1. Apologies: Mr Mark Simpson, John Emmins

2. Declaration of interest:

Donna Stalker declared an interest in planning application S/19/0477 and S/19/0480 as she owns land at Honeyfield Farm. Joe Smith declared an interest in planning application S/19/0480 as he owns land next to part of Honeyfield Farm.

3. Minutes:

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

Meeting was adjourned for Public Questions

A resident attended to raise her concerns in relation to the two planning applications at The Marsh, which would result in an additional 13 houses, at least 26 more cars, noise pollution, loss of wildlife habitat, loss of privacy and loss of green open countryside.

A resident asked Parish Council a number of questions in relation to the Neighbourhood Plan, including whether Parish Council stand by their policies within the document and when are they planning to complete it. Bob Biggs confirmed that Parish Council do not currently have any plans to complete it. After the first consultation the Neighbourhood Plan received a large number of objections. Bob Biggs also confirmed that where Neighbourhood Plans have been adopted in other areas such as Wroughton, due to SBC not having a 5 year housing supply, Wroughton's plan was ignored and housing developments were granted permission on land that had not been included within their plan. Dave Hayward also confirmed that due to the way the committee had been set up and questions over the governance, there would be a considerable amount of work that needed to be done to get the Neighbourhood Plan completed.

A member of the public asked if the Ward Councillor would be attending this meeting. Bob Biggs confirmed that the Ward Councillor had advised that he would be attending another meeting. The member of the public therefore asked the Parish Council if they could notify residents prior to the meeting that the Ward Councillor is not planning to attend so that they don't have a wasted journey. Bob Biggs confirmed that he had only recently found out himself and this is not something he was able to do much about if the Ward Councillor had chosen to attend another meeting. Colin Offer suggested that the member of the public e-mails the Ward Councillor if he has a question to raise with him.

A resident stated that the Science Park application has opened up speculative planning applications around The Marsh. Bob Biggs confirmed he understands this but all that can be done is to comment on these applications as and when they are received.

A resident asked if Parish Council were aware that there were three applications on the agenda for the meeting that are on greenfield sites. Bob Biggs confirmed that Parish Council are fully aware and will be discussing the applications later in the meeting.

A resident asked if the ditches within the Woodland Trust will be dug and cleared. Parish Council confirmed that they would follow this up with the Woodland Trust.

4. Ward Councillor's Report

Bob Biggs confirmed that Gary Sumner (Ward Councillor) had informed him that he was unable to attend this meeting as he would be attending Chiseldon Parish Council's Annual Assembly.

Bob Biggs confirmed that he has just received a report via Colin Offer this evening which he read out:-

- *Two wooden signposts at High Street and Pack Hill will be repaired.*
- *SBC Highways will meet with Parish Council to discuss car parking issues around the village.*
- *SBC Highways have confirmed that surfacing treatment to roads in Wanborough are not at a stage when they will be resurfaced.*
- *Outstanding ditch works for the Stanley Close development has now been handed over to a specialist property lawyer.*
- *He has already requested for the two planning applications at The Marsh and one at Church Road to be considered at SBC's Planning Committee.*
- *SBC are due to hold public events in late July to publicise highways schemes to include White Hart roundabout, Gablecross and M4 Junction 15.*

5. Planning

5.1 To consider Planning Applications received:

(Donna Stalker left the meeting while the following planning applications was discussed)

S/19/0477 - Land At Marsh Farm The Marsh - Erection of 8no. dwellings with associated car parking, landscaping and associated works. Parish Council discussed the application and voted 5 against and 3 in favour.

Resolved: Parish Council agreed to object to the application for the following reasons:-

- The proposed development is outside Wanborough settlement boundary and within open countryside, contrary to SBC's Local Plan policy EN5.
- The proposed development is within close proximity to two grade II listed buildings; this development would have a detrimental impact on the setting of these two buildings, contrary to SBC's Local Plan policy EN10.
- The development of 8 dwellings within the proposed site would result in a very tightly packed-in development; this is not in keeping with the surrounding area, which is very rural with a scattering of dwellings. There are no other sites within The Marsh that have such a high density, contrary to SBC's Local Plan policy EN5.
- The proposed development includes a new entrance from The Marsh to plots 4-8, which would result in a loss of a section of mature hedgerow along the edge of a rural road, having a detrimental impact on the rural area.
- The proposed site has no safe footpath links to any services within the village, such as bus stops, schools and doctors. The Marsh is a narrow country road with no pavements either side. This would force new owners to use their cars, contrary to SBC's Local Plan Policy.
- The proposed scheme includes detailed plans for two additional large attenuation ponds (SuDs), however there are no details or scheme included with the plans showing how these SuDs would be maintained and managed after completion of the development. SBC's Planning Policy SPD states that all SuDs proposals included within planning applications should provide a scheme confirming how they will be maintained

(Donna Stalker and Joe Smith left the meeting while the following planning application was discussed)

S/19/0480 - Honeyfield Alpacas Honeyfield Farm The Marsh - Erection of 5no. dwellings with garages, landscaping and associated works. Parish Council discussed the application and unanimously voted against.

Resolved: Parish Council agreed to object to the application for the following reasons:-

- The proposed development is outside Wanborough settlement boundary and within open countryside, contrary to SBC's Local Plan policy EN5.
- The proposed development is within close proximity to grade II listed buildings; this development would have a detrimental impact on the setting of these buildings, contrary to SBC's Local Plan policy EN10.

- The proposed development includes a new entrance from The Marsh; this would result in a loss of a section of mature hedgerow along the edge of a rural road, which would have a detrimental impact on the rural area.
- The proposed new entrance from The Marsh is located near a very sharp bend making access to the proposed site extremely dangerous.
- The proposed site has no safe footpath links to any services within the village, such as bus stops, schools and doctors. The Marsh is a narrow country road with no pavements either side. This would force new owners to use their cars, contrary to SBC's Local Plan Policy.
- The proposed pond area doesn't appear to be in the correct location to provide any flood mitigation for the surrounding area and therefore a flood assessment of this proposal is requested to be undertaken to ensure that any proposed development doesn't increase the risk of flooding in the surrounding area.
- The proposed scheme provides no details as to how the proposed new pond would be maintained and managed after completion of the development. SBC's Planning Policy SPD states that all SuDs proposals included within planning applications should provide a scheme confirming how they will be maintained.

S/19/0490 - Land To The East Of 58 Church Road And North Of 44 Church Road - Erection of 2 no. dwellings and associated works. Parish Council discussed the application and voted 5 against, 2 in favour with 2 abstaining.

Resolved: Parish Council agreed to object to the application for the following reasons:-

- The site is outside Wanborough settlement boundary and abuts Upper Wanborough Conservation Area.
- The proposed development is within open countryside and next to a designated important green space within Upper Wanborough Conservation Area.
- The proposed development is within close proximity to grade II listed buildings and would have a detrimental impact on the setting of these buildings.
- The proposed development would have a negative visual impact on the rural setting and character of Upper Wanborough Conservation area.
- The proposed site is also within the Scarp Local Landscape Character Area.
- The proposed design of the two dwellings do not take into consideration the existing buildings and character of the surrounding area;
- The proposed design is not in keeping with the surrounding area and would stand out within the rural setting of Upper Wanborough Conservation Area and the Scarp Local Landscape Character Area.
- The proposed entrance is on a very sharp bend on Church Road which would make access very dangerous.

S/HOU/19/0534 - Wolstanton Ham Road - Erection of a single storey extension, front and rear dormer windows and detached garage.

Resolved: Parish Council raised no objection.

S/OUT/19/0582 - Lotmead Site Eastern Villages - Outline Planning Application (means of access off Wanborough Road not reserved) for demolition and/or conversion of existing buildings and redevelopment to provide up to 2,500 homes (Use Class C3); up to 1,780 sqm of community/retail uses (Use Class D1/D2/A1/A3/A4); up to 2,500 sqm of employment use (Use Class B1); sports hub; playing pitches; 2no. 2 Form Entry primary schools; green infrastructure; indicative primary access road corridors to A420; improvements to Wanborough Road and associated works.

Resolved: Parish Council agreed to request an extension due to the number of documents that need to be reviewed. *ACTION Clerk*

5.2 Other Planning

5.2.1 Settlement Boundary Review.

Resolved: Parish Council agreed to add two areas to Wanborough's settlement boundary: Adams Meadow off Stanley Close and Tyrone House on the High Street.

5.2.2 To discuss pre-application documents received from SBC (*SBC have confirmed this is confidential*)

Resolved: Parish Council agreed to submit comments but will also reserve the right to add further comments once the application has been received.

6. To review and discuss Parish Council's Actions Points
Parish Council had nothing further to report on 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. To consider items from the Committees and Representatives to other Statutory Bodies of Wanborough Parish Council
- 8.1 Hooper's Field and Recreation
- 8.1.1 **Resolved** Parish Council unanimously agreed to ratify the minutes of the committee meeting held on 15th April 2019.
- 8.2 Hooper's Field Project
- 8.2.1 The Hooper's Field questionnaire response period has now closed and results circulated. Parish Council agreed to hold a separate meeting with the Project Manager and it was agreed that this meeting should be held after the Annual Assembly so that the Project Manager has gained additional input from residents.
ACTION Clerk
- 8.3 Footpaths and Village Maintenance:
- 8.3.1 Clerk provided an update on Storyboard and Trail confirming that SBC Highways have approved the location of the information posts on highway verges, sponsorship for all 10 information posts has been gained and an order has now been placed with Greenspace.
- 8.4 Lyden Magazine
- 8.4.1 To note the minutes of the Lyden Committee meeting held on 9th April 2019. Parish Council discussed whether there was an option to allow for a soft copy of the magazine if residents don't wish to receive a hard copy.
- 8.5 Community Safety Forum
- 8.5.1 To note the minutes of the Community Safety Forum meeting held on 28th March 2019. Clerk confirmed that the next meeting is due to be held at Hooper's Field sports pavilion.
- 8.6 Annual Parish Assembly – Monday 13th May 2019
- 8.6.1 A draft agenda was circulated to all Councillors. It was agreed that the presentation from Michael Carter (Hooper's Field Project Manager), plus all committee reports should be sufficient for the agenda. Colin Offer asked if the Ward Councillor would be invited. Bob Biggs confirmed that he will be invited but there would not be a separate agenda item.
9. Finance
- 9.1 To Approve Payment Schedule for April 2019
Colin Hayes proposed and Roger Whitfield seconded; Parish Council unanimously approved the payment schedule for April 2019.
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|-------------------------------|-----------|
| Parish Council Total Payments | £8,311.65 |
| Parish Council Direct Debits | £60.99 |
| Hooper's Field Total Payments | £5,521.11 |
10. Correspondence
A list of all other correspondence received since the last meeting on 25th March 2019 was read out by the Chairperson and was available at the meeting.

Meeting closed at 21.50

Date of next meeting: Monday 20th May 2019

CLERK'S REPORT
To 29th April 2019

1. Hooper's field

- a. Driveway and dug outs have been repaired as agreed at the last meeting, however driveway is starting to lift in other areas.
- b. Meeting with Cricket Club to discuss cricket outfield.
- c. Solutions Contract Cleaning are increasing their hourly cleaning rate from £10.85 per hour to £12.
- d. Wanborough JFC have confirmed that they want three teams to be using Hooper's Field for 2019/20 season, plus three teams will continue to train on Saturday mornings.

2. Lower Rec and Church Meadow

- a. Hedge planting along the edge filling in the gaps has taken place at the Lower Rec;

3. Footpaths and Village Maintenance

- a. Footpath 28, broken stile in Banner's Field, Clerk has repaired this. Two further stiles have been improved, Stile on FP6 has it meets FP5, stile on FP29 new lower step.
- b. Letter sent to SBC in relation to the wall next to North View Cottage. SBC replied confirming that the letter they sent was a standard letter and not appropriate under these circumstances, confirm a letter would be sent to resident and they will cover the cost of repairing the wall.
- c. Footpath walk held on 26th March was very well attended, next footpath walk will be held on 30th April, meet at 1pm at Village Hall.
- d. Shrubbery clearance along footpaths has now commenced and will continue of the next month.
- e. Statement of Case has been submitted for footpath 44 modification order to the Planning Inspectorate.
- f. Signpost on High Street verge, fell over, Clerk has spoken to SBC who have confirmed they will arrange for it to be replaced. Clerk has also requested that the sign at The Marsh and Church Road are inspected.
- g. Village clean up equipment, SBC have offered some equipment and Clerk confirmed that WPC would be interested, however nothing further received on the matter.

4. Allotments

- a. New noticeboard has been ordered, delivery within 15 working days.

5. Planning and Finance:

- a. Internal Audit has been booked week commencing 6th May 2019.

6. Clerk's Forum meeting & Chairs & Clerks meeting

- a. SBC have agreed to re-start the Clerk's forum meetings after feedback from all the Parishes, this is due to be held on Monday 13th May at 1.30pm at Pinetrees.
- b. The next Chairs & Clerks meeting at SBC is due to be held on Tuesday 4th June at Civic Offices starting at 5pm. Agenda items to be submitted by 21st May 2019.

Wanborough Parish CouncilAction 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 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.	
	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	
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, Licence issued by SBC	Completed – March 19 Completed April 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	Completed April 19 Results now available.

25 th March	Wall next to North View Cottage, Church Road	Clerk	Letter to be sent to SBC stating that they should be responsible for the cost of repairing the wall, SBC have not handled this very well. Reply received Monitor completion of repair work to the wall	Completed April 19

Payments**April 2019**

Payment to	Reason	Amount	VAT Included
Mrs A J Raymond	Salary	**	
Wiltshire Pension	Pension	414.83	
Mr F Frankland	Lengthsman Salary	**	Yes
Mrs A J Raymond	Expenses	1,448.39	Yes
Mr F Frankland	Expenses	6.05	Yes
V Real	Aerial image - planning app	528.00	
Ezo	Aerial image - planning app	720.00	Yes
Allbuid	Waste Collection	300.00	Yes
Allbuid	Grass cutting	1,291.19	Yes
WALC	Annual Subscription	805.70	Yes
Mr D Clay	WiFi - Village Hall	25.00	
Swindon Borough Council	Licence for Information Posts	125.00	
Mr S Thomas	Storyboard - Artwork	350.00	
Mule Creative	Printing	664.14	Yes
ID Mobile	Mobile Phone	15.99	
Open Space Society	Membership	45.00	Yes
SWARD	Bowls Green	753.90	Yes
Allbuid	Grass cutting	732.00	
Castle Water	Water	17.46	
Solutions Contract Cleaning	Cleaning	271.25	
Sports and Play Consulting	3rd Install	3,737.50	

** Not disclosed under the Data Protection Act.