

WANBOROUGH PARISH COUNCIL

Minutes of the meeting of Wanborough Parish Council held on **5th September 2016** in Wanborough Village Hall, High Street, Wanborough at 19.30.

PRESENT: Mr C Offer (Vice-Chairman), Mr D Hayward, Mr C Hayes, Mr B Biggs, Mr W J Smith, Mrs D Stalker, Mr G Sumner (left the meeting at 8.15pm), Mr M Simpson, Mr R Whitfield.

In Attendance: Mrs A J Raymond (Clerk)

- 1 Apologies:
Mr P Warensjo (Chairman)
- 2 Declaration of interest:
David Hayward and Colin Hayes declared a personal interest in item 6.3 as they each rent an allotment.
Joe Smith declared a prejudicial interest in item 6.5.1 as he owns land within the NEV.
Mark Simpson declared a prejudicial interest in item 8.2.1 as he has connections with the Church.
3. Minutes:
The minutes of the previous meeting held on 25th July 2016 were circulated to all Parish Councillors. The minutes were signed by the Vice-Chairman as a true record.

Meeting was adjourned for Public Questions

A resident raised a number of questions in relation to the Neighbourhood Plan (NP):

1. *The Neighbourhood Plan committee started with 14 members, however a number of these members did not attend very many meetings, with some missing many consecutive meetings. Isn't it normal practice for those members who have not attended many meetings to be asked to resign and therefore replacement members sought?*
Colin Offer replied stating that he felt the question in relation to replacement members should be answered by the Chair of the committee, but confirmed that the NP was completed over a period of 3 years and is not surprised if some members had left during this time, and this could be for many reasons including their part in the NP having been completed.
2. *Can you confirm if a date has yet been agreed for the Open Forum meeting?*
Colin Offer confirmed that due to holidays it has been difficult to get everyone together to agree on a date, therefore this has not yet been agreed. He confirmed that once a date has been agreed every resident will receive a letter confirming details.
3. *Can you confirm whether the timetable for the Neighbourhood Plan has remained the same and that the NP has not yet been submitted to SBC and an Inspector appointed?*
Colin Offer confirmed that the NP had not yet been submitted to SBC.
4. *The last minutes on the NP website are shown as June 2016, can you please confirm that there has been no further NP Committee, sub committee or any other meeting of the NP since this date?*
Colin Offer confirmed that there had not been any meetings
5. *Has the question as to whether Per-Axel Warensjo should be both Chairperson for the Parish Council and NP been answered yet?*

Colin Offer confirmed that Per-Axel Warensjo has written to Stephen Taylor at SBC to ask this question, he is still currently waiting for a reply

6. A resident raised questions in relation to the archaeological assessment. Gary Sumner confirmed that Per-Axel Warensjo was advised by the Borough Council that it would be a condition of the application that an archaeological assessment would be carried out before any development on the site.
7. A resident raised concerns about the involvement of the landowner, stating that she has been asked to carry out actions on behalf of the committee that relate to her land.
Gary Sumner confirmed that for the archaeological assessment the developer representing the landowner was asked, not the landowner.
8. A resident questioned whether there were enough members at some of the meeting to be quorate, quoting 4 NP meetings where there were not enough members.
Colin Offer confirmed that Per-Axel Warensjo was very careful and if there were not enough members present at the meeting then no decisions were made.

Colin Hayes highlighted the importance of a NP and the fact that having a NP will prevent speculative planning applications from developers.

A resident stated that he was concerned with the "due process" of the NP. He confirmed that he had read all 100 comments received regarding the NP and feels that the committee's attitude towards these objections is very dismissive. There needs to be a clear process and at the moment he cannot see this is happening.

A resident asked about the openness of the NP committees. Colin Offer confirmed that when planning and confidential information is discussed then meetings should be closed and any other meetings can be open.

A resident confirmed that she is a resident of Hewer's Close and confirmed that she would like to be involved more in the NP. She asked if she could join as a member to represent her neighbours. Gary Sumner confirmed that she would have a prejudicial interest and would therefore not be able to be involved in discussions relating to the development next to her.

Clerk confirmed that she had contacted other Parish Councils to see how they decided who should be involved in their NP. They had put an invite out to all residents and the difference for the Wanborough NP is that the committee was formed by "invite only" therefore most residents were not given the opportunity to be involved.

Colin Offer confirmed that the committee was formed on the basis of the members who were involved in the Parish Plan.

Parish Council confirmed that they will be discussing the NP procedures later in the meeting and are aware that they need to discuss "terms of reference" for this committee.

Colin Offer closed public questions on the NP and asked if there were any further questions

A resident asked questions in relation to Green Lane: what type of surface will it have, how will it be maintained, and how will both horses and pedestrians be able to use it when the path is so narrow?

Gary Sumner replied stating that the surface will be a permeable material, not tarmac, and the ditches will also be improved. He confirmed the cost of this is being met by the developer, stating that Green Lane has never been maintained to a good standard therefore this will be a huge improvement. Clerk confirmed that as part of the "transfer of services" from SBC, Green Lane is one of the footpaths that Parish Council will now be responsible for.

A resident asked if anything further had been received from SBC regarding "rat running" improvements in the village

Gary Sumner confirmed that he had received a draft document from SBC which he will review before circulating to Parish Council.

A resident asked if the next flood management meeting had been agreed. Clerk confirmed that hopefully a date for the meeting will be agreed at this meeting.

A resident asked if the new footpath map has been scanned yet. Clerk confirmed that Colin Offer had scanned it but due to the size of the map it is difficult to view. Clerk confirmed that this will be looked into further to see what can be done.

4. Report from Ward Councillor

Gary Sumner reported that the bus service for the village has not been included within SBC's recent budget cuts, therefore bus services 47 and 48 will remain the same at the moment.

He confirmed that he has been chasing SBC in relation to their action points regarding flooding and he is hoping to have a response from them by the end of the week.

He is hopeful now that some other re-surfacing work in the Borough has been postponed, the delayed scheduled resurfacing work on Kite Hill, Rotten Row and High Street will be carried out next year.

In relation to two recent events and e-mails circulated to all Councillors regarding the Cricket Club, he confirmed that the only reason he approached the Cricket Club was at the request of the Chair and Vice Chair.

In relation to the second complaint, this was in relation to the parking of a van-based vehicle being parked on the High Street where he had posted a comment on his own Ridgeway Ward Facebook page and also the "Wanborough Watchout" Facebook page. This resulted in over 60 comments, all of which were against the parking on the High Street. Rory Draper (Police Community Beat Manager) has again looked at the problem and will gain further advice on the matter before deciding if the vehicle is being parked in a dangerous manner. The resident in question does not feel they are doing anything wrong. There are also other cars parking inconsiderably around the village. Gary confirmed that a complaint has been logged with the Monitoring Officer at SBC.

A resident attending the meeting stated that he is the resident who lives on the High Street, confirming that he had also spoken to the police. At no point have any of the police ever told him that he is parking in a dangerous manner. He confirms that he is extremely annoyed by Cllr Sumner's actions and the use of Facebook to encourage residents to complain to Parish Council. He has been subjected to unpleasant behaviour, stating the concerns he has had with speeding outside his property and the problems this has caused for him.

Bob Biggs highlighted a recent situation when he had trying to exit the village while the car was parked on the High Street. Parish Council discussed the problem. Clerk confirmed that the site by the property is due to be "risk assessed" so community speed watch can be carried out at this site to hopefully help with the speeding.

Gary Sumner left the meeting (8.15pm).

5 PLANNING

5.1 To consider Planning Applications received:

S/16/1135 - 6 College Green - Erection of a two storey front, rear and side extension. Parish Council discussed this application and felt that the proposed scale and size of

the extension is very large in relation to the actual plot size, resulting in an overdevelopment of the site.

S/16/1404 – Wanborough Post Office – Change of use from Post Office class A1 to residential class C3. After a discussion Parish Council voted and agreed to raise no objection.

S/16/1376 – Court Close, Rotten Row – Erection of 1no dwelling, detached garage and associated works. Clerk confirmed that this application is just a re-submission of a previous application that has been granted. The applicant has just re-submitted it to gain an extension for when the building work can commence by. Parish Council agreed to raise no objection.

Notification received of a planning appeal made to the Planning Inspectorate in respect of the two outline planning applications at Lotmead, New Eastern Villages; deadline for comment is 29th September 2016. Parish Council agreed to submit the same comments made to SBC to the Planning Inspector. – *ACTION Clerk*

5.2 To notify the Schedule to the Permission/Consent received:
S/16/1074 – 7 The Gallops – Erection of an orangery.

5.3 To notify the Schedule to the refusal received.
None.

6. COMMITTEE AND REPRESENTATIVES

6.1 Hooper's Field and Recreation

6.1.1 Hooper's Field Expansion. Colin Offer confirmed that he is in the process of gaining three quotes for a Project Manager for the Hooper's Field expansion.

After a discussion it was agreed that a letter of apology should be sent to Andy Clinning (Cricket Club) confirming that no decision has been made in relation to the Cricket Club being moved to Church Meadow and he should not have been contacted about it. *ACTION Clerk*

A resident raised a query in relation to the Hooper's Field expansion as she felt there was confusion as to whether this project has been agreed.

Parish Council confirmed that nothing has been agreed regarding the expansion other than that Colin Offer has been tasked with gaining quotes for a project manager.

6.1.2 Tessa Lanstein has asked if she can use the Lower Recreation Field for the purpose of holding a circus event for the village on Sunday 18th June 2017. After a discussion, Parish Council agreed to the use of the Lower Recreation Field provided all the necessary insurance is in place. *ACTION Clerk to send out "Terms of Agreement" for the use of the Lower Recreation Field*

6.2 Footpaths and Village Maintenance

6.2.1 Next footpaths and village maintenance meeting was due to be held on 19th September, however the allotment committee have asked if they can use this date instead to allow them more time. A discussion took place and it was agreed to re-schedule this meeting. *ACTION Clerk*

6.2.2 More detailed plans on the footpath improvements have been received from Swindon Borough Council. These plans have been put on the Parish website and an article included in the Lyden.

6.2.3 Green Lane has now nearly been completed, as was discussed earlier in the meeting. Clerk confirmed that as part of the "transfer of services" Parish Council have taken on the maintenance of this footpath which includes strimming of shrubbery.

6.2.4 Colin Offer asked for the wooden seat at Rodway open space to be treated and a resident asked for a footpath along The Marsh to be looked at as it is difficult to walk on due to brambles.

6.3 Allotments

6.3.1 Committee meeting held on 8th August 2016; Bob Biggs has circulated the minutes to all Councillors.

6.3.2 *(Dave Hayward and Colin Hayes left the room while this item was discussed)*. Proposed new pricing scheme for allotments. Bob Biggs confirmed that at the moment allotments are charged per square foot; in order to make the pricing of the allotments simpler he would like to propose that the Parish Council charge at one rate: £30 for a full plot £30 and £15 for half a plot. This is still considerably lower than what other council's charge, but he felt that increasing any higher than this could be a problem. He felt that this increase will provide more money for improvements at the allotment site. After a discussion Parish Council unanimously voted in favour of the increase.

6.3.3 Proposed new Allotment Agreement; a draft copy of the allotment agreement was circulated at the last meeting, however there have been some minor changes made to the agreement since then. Bob Biggs confirmed these changes and advised that he would like to put this new agreement forward to the allotment holders at the Annual Allotments Meeting. Parish Council discussed and unanimously agreed to adopt the new Allotment Agreement which will come into effect from 1st October 2017.

6.3.4 Annual Allotments Meeting; Parish Council agreed to move this meeting from the 12th September to 19th September 2016.

6.4 Wanborough Village Hall Management Committee

6.4.1 Pre-application for the covered area behind Village Hall. SBC have confirmed that it does not fall within "permitted development" criteria and therefore planning permission is needed. The cost to submit the plans is £97.50 if submitted in Parish Council's name. Village Hall Committee have agreed to pay this sum of money.
ACTION Clerk to submit application

6.5 Planning and Finance

6.5.1 Planning Committee meeting held on 8th August 2016; minutes circulated to all Councillors.

6.5.2 SBC's Library Consultation – This is due to close on September 7th. Wroughton Parish Council have set up a working party to discuss the closure of Wroughton Library. Colin Hayes confirmed that he attended this meeting and confirmed that they have set up a new working party to see if or how it would be possible to take on the future running of the library from SBC.

6.5.3 SBC's purchase of land on Pack Hill; Clerk has circulated a map detailing this proposal to all Councillors, who confirmed their support for the purchase of land next to the current Community Forest on Pack Hill. Clerk has therefore replied to SBC confirming their support.

In an e-mail from Gary Sumner he has confirmed that purchasing this land on Pack Hill will enable him to recommence discussions with the Woodland Trust to see if this land can be given to the Woodland Trust with the aim of swapping land next to Hooper's Field for the MUGA. After a discussion Parish Council voted (7 in favour, 1 against) for Gary Sumner to continue these discussions.

A resident asked for more detail on the proposed MUGA at Hooper's Field and asked if the plans can be made available to residents. Parish Council agreed – *ACTION Clerk to add MUGA plans to website.*

6.5.4 E-mail from SBC in relation to Taylor Wimpey's maintenance agreement for the offsite ditch works adjoining Adams Meadow. Parish Council felt that as this is a

condition of the planning consent then SBC should be sorting out the maintenance.
ACTION Clerk to arrange a meeting with SBC, Taylor Wimpey and Parish Council

- 6.5.4 Peter Mapson has booked Hooper's Field to hold an event to promote the new houses at Ducksbridge on Saturday 17th Sept 1 from 1am to 5pm. Clerk confirmed that this is a private booking of the hall and is not organised by the Parish Council.

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 August 2016 endorsed and the transfers to cover August 2016 expenditure be approved."

7.2 Monthly Cash Flow Statement

The monthly cash flow statement was circulated. 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's Bus Strategy Consultation has now ended. Gary Sumner has already provided an update on this.

- 8.1.2 Highways and Transport Event – Tuesday September 20th 6pm to 8pm at Steam Museum. So far Per-Axel Warensjo, Joe Smith and Bob Biggs have agreed to attend. Clerk has confirmed attendance of three representatives from Wanborough Parish Council.

- 8.1.3 Community Speedwatch. Clerk confirmed that one more volunteer has joined the group making 5 volunteers in total. Three further sites are due to be risk assessed by the Police, allowing speedchecks to be carried out in three further locations around the village, giving a total of 7 locations.

A resident stated that she would be interested and happy to attend the training.

ACTION Clerk to send details to resident

A resident asked if a speedwatch location could be added down The Marsh *ACTION Clerk to see if this is possible.*

- 8.1.4 5 complaints received in relation to a resident parking their vehicle outside their property on the High Street (The Crossroads). E-mail received from resident of The Crossroads forwarded to all Councillors. This has already been discussed earlier in the meeting.

8.2 Grants

- 8.2.1 *(Mark Simpson left the room while this items was discussed).*

St Andrew's Church has asked if Parish Council would consider an additional grant for the maintenance of the churchyard, being an amount similar to last year £220, as the cost of maintaining the churchyard has increased. After a discussion Parish Council unanimously agreed the grant.

Dave Hayward asked that this increase should be included within next year's precept; this was agreed.

The Church have also stated that the entrance gates to the churchyard are in need of repair and asked if Parish Council would consider a contribution towards the cost or provide a contractor to carry out the work. Parish Council agreed to get the Village Lengthsman to look at them to see if they can be repaired. *ACTION Clerk*

8.3 Flood Management

8.3.1 It was agreed that the next Flood Management meeting should be organised in October. *ACTION Clerk to arrange date*

8.4 Neighbourhood Plan

8.4.1 SBC have confirmed that the Neighbourhood Plan (NP) Committee falls under the responsibility of Parish Council. In order to have a separate NP Forum there needed to be at least 21 members elected onto the committee; clearly this has never been the case. Clerk confirmed that Parish Council need to formally adopt "Terms of Reference" for this committee.

Parish Council discussed the NP and it was agreed that in order to sort out the procedures it would be best to put the NP on hold and arrange for "Terms of Reference" to be done. *ACTION Clerk to provide examples of "terms of reference" to Councillors*

9. CORRESPONDENCE

All other correspondence since the last meeting on 25th July 2016 was available at the meeting.

Meeting closed at 21.45

Date of next meeting Monday 26th September 2016