

WANBOROUGH PARISH COUNCIL

Minutes of the meeting of Wanborough Parish Council held on **18th May 2009** in Wanborough Village Hall, High Street, Wanborough at 20:05.

PRESENT: Mr A Bennett, Mr B Biggs, Mr C Hayes, Mr D Hayward, Mr C Offer, Dr A Phillipson, Mr W J Smith, Mr G Sumner, Mr W Suter, Mr R Whitfield and initially 5 members of the Public.

IN ATTENDANCE: Mrs P P Shepherd (Clerk and RFO).

1 Apologies: None.

2 Election of Chairman:

Mr Bill Suter was proposed by Mr Gary Sumner and seconded by Mr Colin Hayes. There being no further nominations, Mr Bill Suter was unanimously elected as Chairman for the ensuing year. Mr Bill Suter signed the declaration of acceptance of office book, witnessed by the Clerk.

3 Election of Vice-Chairman:

Mr Gary Sumner was proposed by Mr Colin Hayes and seconded by Mr Roger Whitfield. There being no further nominations, Mr Gary Sumner was unanimously elected as Vice-Chairman for the ensuing year. Mr Gary Sumner signed the declaration of acceptance of office book, witnessed by the Clerk.

4 Election of Committees:

It was unanimously agreed that the Councillors present be elected to committees as follows:

the Chairman and Vice-Chairman were to be members of all committees, with the following additions:

Planning and Finance:

Andrew Bennett, Colin Offer and Joe Smith;

Footpaths, Village Maintenance and Allotments:

Bob Biggs, David Hayward, Andrew Phillipson and Joe Smith;

Hooper's Field and Recreation:

Colin Hayes, Colin Offer and Roger Whitfield;

Eastern Development Area:

Andrew Bennett, Bob Biggs, Colin Hayes, Colin Offer and Andrew Phillipson;

Civil Protection Emergency Group:

Andrew Bennett, Bob Biggs, David Hayward, Colin Offer, Andrew Phillipson and Joe Smith.

5 Appointment of Representative to other bodies:

It was unanimously agreed that the Councillors present be elected to act as representatives to the following bodies:

Wanborough Village Hall Management Committee:

Colin Hayes and Roger Whitfield;

Swindon Area Committee of Wiltshire Association of Local Councils:

Andrew Bennett;

Transport:

Bob Biggs;

Swindon South Police/Neighbourhood Tasking Group:

Andrew Bennett;

Community Forest:

David Hayward;

Parish Plan for Wanborough:

Andrew Bennett, Bob Biggs, Colin Hayes and Roger Whitfield.

6 Declaration of interest:

Mr G Sumner declared a personal interest in agenda item 15.5, Eastern Development, as he is a Western Vale Villages (WVV) Steering Group committee member.

Mr D Hayward declared a personal interest in agenda item 13.2, Footpaths, Village Maintenance and Allotments, if any discussion were to take place relating to the allotments, as he rents an allotment.

Dr A Phillipson declared a personal interest in agenda item 13.2, Footpaths, Village Maintenance and Allotments, if any discussion were to take place relating to the allotments, as he rents an allotment.

Mr J Smith declared prejudicial interest in agenda item 15.5, Eastern Development.

7 Parish Council Meeting Dates:

Meetings will be held on the following dates: 22nd June, 27th July, * 24th August, 28th September, 26th October, *23rd November, 21st December 2009, 25th January, 22nd February, *22nd March, 26th April, *24th May, 28th June 2010. NB * signifies a statutory meeting.

The Allotment Holders' Annual meeting will be held on Monday 14th September 2009. The Finance Committee Precept meeting will be held on Monday 7th December 2009. The 2010 Annual Parish Assembly will be held on Monday 12th April 2010.

8 Annual Parish Assembly 2009:

Bill Suter reported that the Parish Council had presented good reports on their allocated topics.

Councillor Brian Mattock, Swindon Borough Council, the responsible Cabinet Member, had delivered a discussion/presentation on Connecting People, Connecting Places (CP2). Mr Stephen Taylor, who will be acting as the SBC Director with Ridgeway Cluster responsibility, also attended.

PC Rory Draper, beat manager for the Swindon South policing team, gave an informative update and answered questions.

Gary Sumner had presented a report on the Eastern Development Area Supplementary Planning Document including potential flooding risks.

The Assembly had been attended by approximately sixty eight residents of the Parish.

9 Minutes:

The minutes of the previous meeting held on 27th April 2009 had been circulated to all Parish Councillors. The minutes were signed by the Chairman as a true record.

The meeting was adjourned for Public questions.

Public question: Is there any news about the proposed new bus shelter on Rotten Row?

GS commented that it had been hoped that this project might be funded by a local builder, Ray Pethick. BS agreed to speak to Ray Pethick about this matter at the Parish Plan meeting to be held on 27th May 2009. CO thought that plans for a bus shelter had been drawn by SBC David James, at the time that the tennis courts were built.

10 Casual Vacancy for a Parish Councillor:

Following the resignation of Lesley Berry the Parish Council might now attempt to fill the vacancy by co-option. An article advertising the vacancy had been submitted for the April 2009 issue of The Lyden Magazine.

Mrs Kate Pearson said that she wished to apply to become a member of Wanborough Parish Council and introduced herself. She then left the building whilst the Parish Council discussed and deliberated on her application. Parish Council unanimously resolved to accept KP as a member of the Council.

KP returned to the meeting and was informed of the Parish Council's decision; she then signed the Acceptance of Office book. KP agreed to join the Footpaths, Village Maintenance and Allotments and Civil Protection Emergency Group Committees.

11 Report from Ward Councillor:

Andrew Bennett reported very briefly, in view of the later starting time of this meeting.

12 **PLANNING****12.1** To consider Planning Applications Received:

S/09/0138CLMC – Parsonage Farm House, 21 Church Road – Erection of a link and glazed roof to indoor swimming pool (revised), the Clerk reported that Parish Council had been notified twice of this application;

S/09/0273HECO – Lydden Coombe, Ham Road – Erection of a single storey side extension and railings to first floor. The Parish Council did not wish to make any comments on this planning application.

S/LBC/09/0654/ROBI – Moat Cottage, The Marsh – Proposed new thatched roof. Internal alterations following severe flood damage to include new staircase, new floors and re-plastering walls to one metre high above floor level. The Clerk was asked to ensure that the SBC Conservation Officer is asked to look into this application.

12.2 To notify the Schedule to the Permission/Consent received:

S/07/1651/ROBI – Marsh Farm, The Marsh - Demolition of existing commercial buildings and erection of 5 no. dwellings and associated works.

12.3 To notify the Schedule to the refusal received:

None received.

12.4 Strategic Housing Land Availability Assessment (SHLAA): Parish Council had received a letter from Angela Clack SBC LDF Manager, thanking WPC for its' comments. Representations will be considered as part of the emerging Site Allocations Development Plan Document (DPD), and amendments to specific sites will be taken up in the SHLAA review later this year.

13 COMMITTEE AND REPRESENTATIVES

13.1 Hooper's Field and Recreation:

13.1.1 Minutes of the meeting held on Monday 6th April 2009, had been circulated to all Councillors prior to this meeting. These minutes were ratified by the Parish Council.

13.1.2 A proposal was made by AB that the remaining Tennis Club funds from the tennis court project be moved to a tennis maintenance fund within the Alliance and Leicester Hooper's Field Maintenance Account. The proposal was seconded by AP. Parish Council unanimously agreed to the proposal.

13.1.3 CO suggested constructing a multi use games area (MUGA) at Hooper's Field Recreation Facilities. Parish Council felt that this might be a plan worth considering. The Clerk was asked to include this as an agenda item for the July 2009 Hooper's Field Management Committee meeting.

13.2 Footpaths, Village Maintenance and Allotments:

13.2.1 The Clerk had received the "Licence to Cultivate the Highway" from SBC, for the Wanborough Village Gateways, and agreed to pass a copy of the licence and the associated location maps to CH.

13.2.2 Following a report from Martin Savage, the Clerk had reported that there is a very dangerous stile between The Marsh and footpath 25, adjacent to Ducksbridge, Burycroft, Wanborough, Swindon, SN4 0AP.

Following a report from MS, the Clerk had reported that there is a locked gate on footpath 25, adjacent to Ducksbridge, Burycroft, Wanborough, Swindon, SN4 0AP. Annie Ellis SBC Footpaths Officer had a look at the stile adjacent to the gate and found it to be very wobbly, she will therefore write to the resident of Ducksbridge with a view to getting it removed and a small gate installed. The other gate is locked however there is a gap at the side.

13.2.3 AB reported that the SBC footpaths officer has written twice to the residents in Stacey's Lane to ask that they remove the sarsen stone which is obstructing access at the northern end of the lane. The new verge at Pond Farm is under investigation by SBC Mike Enright.

13.2.4 The Clerk agreed to send BB the reference number for the highways report relating to the spring on Kite Hill, together with any outstanding village maintenance

tasks.

13.3 Wanborough Village Hall Management Committee:

13.3.1 The "audited" accounts for Wanborough Village Hall for the year ended 31st March 2009, together with signed confirmation of review by their independent scrutineer had been received and circulated to BS, GS, CH and RW.

13.3.2 An extraordinary meeting of Wanborough Parish Council, to meet with representatives of Wanborough Village Hall Group, was scheduled for Friday 29th May 2009, at 19:30, in the Village Hall. The Clerk was asked to send copies of the contracts relating to the village hall, with the Diocese of Bristol, to GS.

13.4 Planning and Finance:

No meeting had been held.

13.5 Civil Protection Emergency Group:

13.5.1 Minutes of the meeting held on Monday 20th April 2009, had been circulated to all Councillors. These minutes were ratified by the Parish Council.

13.5.2 BB and DH had completed a draft plan and form, for collection of local information. It was hoped that the form could be distributed as a flyer in the next issue of the Parish Council newsletter. The Clerk was asked to include the newsletter as an agenda item on the June 2009 Parish Council meeting agenda.

14 FINANCE

14.1 Financial statement:

The monthly statement was circulated. It was proposed by Colin Offer and seconded by Gary Sumner 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 May 2009 be endorsed and the transfers to cover May 2009 expenditure be approved." Parish Council unanimously accepted the financial statement.

14.2 Monthly cash flow statement:

The monthly cash flow statement was circulated. It was proposed by Colin Offer and seconded by Gary Sumner that the statement be accepted. Parish Council unanimously accepted the monthly cash flow statement.

14.3 Annual Return for the year ended 31st March 2009:

The Annual Return from 1st April 2008 to 31st March 2009 had been circulated to all Councillors prior to this meeting. The Parish Council unanimously approved the Annual Return for 2009 and it was signed by the Chairman, Bill Suter and the RFO, Pam Shepherd. The Chairman thanked the RFO for her work on the return.

15 OTHER

15.1 Transport:

BB is still pursuing the issue of the signs to Wanborough off the A419.

15.2 Neighbourhood Tasking Group:

BB had been unable to attend the last meeting. AB had nothing further to add.

15.3 Grants:

The Clerk reported that budgeted grants had been paid as part of the May 2009 expenditure as follows:

Grant – Ridgeway Link	250
Grant – Lyden Magazine	200
Grant – PCC Churchyard	700
Grant – Village Hall	500
Grant – Wanborough School George Gibbs Memorial prizes	300

15.4 Parish Plan:

BS reported that the next meeting would be held on 27th May 2009 at Hooper's Field pavilion, and would be chaired by Shaun Egan. RW was thanked for the projection boards, which had been installed by the lengthsman at HF pavilion. BS appealed for the donation of photographs of the village for SE's forthcoming presentation. The Clerk suggested that the group might contact Brian Clarke, the local historian, as he might be able to make an important contribution to the group. BS agreed to ask BC for photographs and to invite him onto the committee.

15.5 Eastern Development Area:

15.5.1 The EDA SPD Public Exhibition had been held at Hooper's Field pavilion, Rotten Row, on Friday 1st May 2009, from 12:00 until 20:00. Approximately 200 residents had attended.

15.5.2 The Western Vale Villages Consortium meeting had been held on Wednesday 6th May 2009, from 19:00 until 21:15, at Bourton Village Hall, GS, AB, CO & PS had attended.

15.5.3 Parish Council resolved that AP should collect the residents' response forms from the village shop, and collate the information gained in order to formulate the Wanborough Parish Council response to the EDA SPD. It was agreed that a second copy of each response form would be kept in the Parish archive.

15.5.4 EDA Action Group meetings were scheduled for Thursday 21st and Thursday 28th May 2009, at 19:00, at Hooper's Field pavilion.

An EDA committee meeting was scheduled for Wednesday 3rd June 2009, at 19:30, at Hooper's Field pavilion.

The Clerk was asked to check for the availability of HF pavilion.

15.6 Wiltshire Association of Local Councils:

BB had attended the CP2 presentation, organised by the Swindon Area Committee, at Stratton St Margaret parish offices.

16 Flooding:

Several members of the Parish Council had met an independent hydrologist, Carl Collins, on Wednesday 29th April 2009, to discuss the preparation of a flood

management plan, for the Parish. The Clerk was not present at this initial meeting. The proposed plan would include a survey, maps, possible solutions and details of who is responsible for the remedial work in the problem areas. The original verbal quote for the work was £5,000. An additional “bolt-on” works plan, including an enforcement plan and progress chart, would then be available at further cost. BS requested an Extraordinary Meeting of Wanborough Parish Council the following evening at 19:00. This was not possible due to the notification process legally required. The Clerk had distributed the following notes to the attendees, at the subsequent “informal discussion” held on Thursday 30th April 2009. The Clerk explained that points 3 to 4 ask the question: can the Parish Council spend this money? Points 5 and 6 ask the question: should the PC spend this money? Points 7 and 8 consider alternatives. Point 9 requests that the Parish Council acts responsibly in this matter.

“Clerk’s notes for informal discussion Thursday 30th April 2009, at 7.00 pm, at Hooper’s Field pavilion, Rotten Row, Wanborough.

1. The earliest date on which we could hold an Extraordinary meeting of Wanborough Parish Council is Thursday 7th May 2009. Three clear days notice are required, excluding the day of the meeting and the day of calling the meeting (If we don’t usually count Saturday as a working day the meeting would need to be on Friday 8th May 2009).
2. A quorum would require four members to be present.
3. We need to obtain at least three quotes for spending exceeding £2,500. It is not necessary to accept the lowest quote.
4. Which revenue or rolling capital budget do you intend to use for the expenditure? We don’t have a strategic planning budget. (£5,000 is roughly 10% of our total budget).
5. What is the purpose of the proposed project?
6. Who will the project benefit?
7. Will we ask for contributions towards the project from the above, or from other agencies?
8. Alternative: press Andrew Bennet (Ward Councillor), local landowners, SBC, EA (have already reported on the Lyden Brook), Thames Water and Anne Snelgrove MP to do their duties.
9. The Parish Council is answerable to the Audit Commission for the way that it spends public money.”

The Clerk emailed Carl Collins on the day following the discussion, to make contact and to ask for references. The Clerk had received no reply to date. GS had passed all the information recently received from Carl Collins to the Clerk, prior to the start of this meeting.

The Clerk had been requested by the Parish Council, at the discussion, to email Purton Parish and Cricklade Town Clerks and to ask “Did you find this to be effective

work for the cost involved? Did you manage to obtain any external funding for your project, and if so from what agencies? Did you budget for the cost involved, or was it met from contingency funding?"

Reply received from the Purton Parish Clerk:

"I am not sure who has given you this information but the Parish Council has not produced a flood management plan for Purton. Our District Councillor Jacqui Lay was very active on flooding in Purton and may have some further information on this, she can be contacted on 01793 770 704. Jacqui is standing as a Unitary Councillor at the election on the 4 June but of course is no longer a District Councillor as the District Councils disappeared on the 1st April so she is in a state of limbo at the moment, however I am sure she would be willing to talk to you about her involvement and who may have developed such a plan."

Reply received from the Cricklade Town Clerk:

"Unfortunately due to lack of funding we have not succeeded in producing a Flood Management Plan. We are also still negotiating with Wiltshire Council. – Nothing comes easy!!"

The Clerk had emailed Andrew Bennett to ask: "Would any funding be available from the SBC Economic Development Team for the Wanborough Parish Council proposed flood management plan?"

The Clerk had been instructed, following comments made at the Annual Parish Assembly, to ask Stephen Taylor, SBC Solicitor, for any advice or comments that he might offer. ST had not yet replied at the time of this meeting.

17 CORRESPONDENCE:

All correspondence received since the last meeting on 27th April 2009 was listed in the Clerk's Notes and was available at this meeting.

17.1 **SBC** – Stronger Communities Forum meeting Tuesday 19th May 2009, 18:00 to 20:00, at STEAM, Kemble Drive. Bookings accepted by Friday 15th May 2009. Telephone James Whittleton on 466366, or email: jwhittleton@swindon.gov.uk to book a place. Emailed to all Councillors 6/5/2009.

BB continues to attend this Forum on behalf of the Parish Council.

17.2 **North Wessex Downs Local Action Group** – Invitation to Leader Funding Reception on Tuesday 2nd June 2009, 18:00 to 19:30 at Hungerford Town Hall, Hungerford, Berkshire, RG17 0NF, RSVP by 18th May 2009. Details emailed to all Councillors 6/5/2009. The Clerk had booked two places for the Parish Council at the reception. BB said that he wished to attend if any places were still available.

AB commented that he would also be attending this reception.

Meeting closed at 22:10.

Date of extraordinary meeting Monday 29th May 2009.

Date on next meeting Monday 22nd June 2009.