

## WANBOROUGH PARISH COUNCIL

Minutes of the meeting of Wanborough Parish Council held on **Monday 27th July 2009** in Hooper's Field Pavilion, Rotten Row, Wanborough at 19:30 pm.

**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 and Mrs K Pearson.

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

1 Apologies: Mr R Whitfield.

2 Declaration of interest:

Mr B Biggs declared a personal interest in 5.1, To consider Planning Applications received: S/09/1137HECO – The Black Horse, Hinton Road, SN4 0DQ.

Mr J Smith declared prejudicial interest in agenda item 8.6, Eastern Development.

Mr G Sumner declared a personal interest in agenda item 8.6, Eastern Development, as he is a Western Vale Villages (WVV) Steering Group committee member, Wanborough Action Group Chairman and a member of the East of Swindon Communities Group.

Mr D Hayward declared a personal interest in agenda item 6.2, 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 prejudicial interest in agenda items 6.4, Planning and Finance: to ratify the minutes of the meeting held on 6<sup>th</sup> July 2009, and a personal interest in 6.2, Footpaths, Village Maintenance and Allotments, if any discussion were to take place relating to the allotments, as he rents an allotment.

The Clerk said that although she had not signed the Code of Conduct and was not subject to it, she wished to declare a prejudicial interest should any discussion take place relating to the letter that she had sent to Mr W Suter.

Mr A Bennett requested that the subject of Governance be included on the agenda for the August 2009 Parish Council meeting.

3 Minutes:

The minutes of the extraordinary meeting held on 13<sup>th</sup> July 2009 had been circulated to all Parish Councillors. The minutes were signed by the Chairman as a true record.

**No adjournment was necessary as there were no members of the Public present.**

4 Report from Ward Councillor:

AB reported on the Connecting People Connecting Places cluster meeting that he had chaired on Thursday 23<sup>rd</sup> July at the Ellendune Centre, Wroughton. KP and the Clerk had attended the meeting. Differences between parished and unparished areas had been discussed. It was hoped that this new initiative might result in an amalgamated approach to service provision, or streamlining. GS and AP questioned AB on various issues. AB confirmed that as Ward Councillor he is the cluster chair, Stephen Taylor SBC is the cluster head. There are seven clusters. There is no budgetary control from within the clusters at present, but some budgetary control may be operated in eighteen months time. A Public meeting is being planned as the next stage.

## 5 PLANNING:

AP reported on the Community Planning Event which had been held at STEAM museum on Friday 24<sup>th</sup> July 2009, this had also been attended by BB, AB and the Clerk. Developer Guidance Notes will be issued, for Section 106 funding. There is an urgent requirement for an evidence based Community Plan to be produced.

*BB left the meeting at 20:00.*

### 5.1 To consider Planning Applications received:

**S/09/1137HECO** – The Black Horse, Hinton Road, SN4 0DQ – change of use of existing field to accommodate ten touring caravans and two residential caravans with associated amenity block.

The Parish Council objected to the change of use of the existing field, and commented that this would be an inappropriate use of land in an Area of Outstanding Natural Beauty. The Parish Council also wished to comment that it had spent a long time pursuing its' objections for a development of a similar nature in an adjacent field, which is not in the AONB. The Parish Council wished to point out that as the Borough Council is a member of the area management board it has a responsibility to protect the AONB.

*BB returned to the meeting at 20:05.*

**S/09/0941/KIWA** - Land At Horpit Lane, Horpit, SN4 0AT - Renewal of previous permission S//RES/06/1756 for the siting of a mobile home.

The Parish Council was fully in favour of the temporary renewal of the previous permission for the siting of a mobile home.

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

**S/09/0710/HECO** – Saratoga, The Marsh – erection of single storey and two storey rear extensions.

**S/09/0849/HECO** – 22 Church Road, SN4 0BZ – re-positioning of an existing conservatory from planning application S/05/1548.

### 5.3 To notify the Schedule to the Refusal of Planning Permission/Consent:

**S/09/0709/RM** – Ash View, Kite Hill – erection of a single storey extension and dormer to rear.

### 5.4 To notify Conservation Area Consent received:

None received.

### 5.5 Planning Inspectorate Appeal:

The Black Horse, Upper Wanborough, SN4 0DQ – erection of marquee and overflow car park for 25 spaces – retrospective.

The Clerk confirmed that the comment date for this appeal is Tuesday 25<sup>th</sup> August 2009. It was agreed to discuss this at the next Parish Council meeting in order to make any further comments.

## 6 COMMITTEE AND REPRESENTATIVES:

To consider items from the Committees and Representatives to other Statutory Bodies, of Wanborough Parish Council.

### 6.1 Hooper's Field and Recreation:

The minutes of Hooper's Field (HF) Management Committee meeting held on 6<sup>th</sup> July 2009 had been circulated to all Parish Councillors. The minutes were signed by Colin Offer, the Committee Chairman, as a true record.

Gary Robbins of Dorcan FC had reported that his club is short of money and the Clerk had agreed to refer discussion of the proposed club's fees to the Parish Council. This is a junior, U14s, football club and it expects to play nine home games and some cup games next season, an estimated maximum of twelve games, at HF recreation facilities. It was unanimously agreed that the licence fee for 2009 to 2010 would be £500.

The Clerk reported that the lengthman is cutting the hedge back from the sports pitches at Hooper's Field Recreation Facilities. The lengthman has been instructed to install a gate between Avenell Road and the Lower Recreation Field and a "No Parking at Anytime" sign had been purchased which will be attached to the gate between Chapel Lane and the field. The Clerk had discussed the gate at Springlines meadow with the lengthman, he reported that the hinges on this gate and the one at the Lower Recreation Field have been incorrectly installed, thus allowing their removal by lifting. He recommended spot welding the hinges. The Clerk was told that Colin Hatch at Lotmead Business Village might have gas welding equipment. Wanborough Parish Council has previously enquired about leasing the Beanlands open space from Swindon Borough Council; the northern end of the open space adjacent to Wanborough Primary School. This enquiry was made a considerable time ago, and to date we have not received the information that we require. The Clerk had asked SBC for an update on the progress of our enquiry. BS agreed to investigate the pitch dimensions for an adult sized football pitch and provide the Clerk with a plan. The Clerk will then go to SBC and speak to the duty planning officer for initial advice. CO agreed to contact the equipment manufacturers to obtain quotes for multi use games areas or MUGAs.

## 6.2 Footpaths, Village Maintenance and Allotments:

The next meeting of this committee will be held on Tuesday 4<sup>th</sup> August 2009, at 19:30. The agenda for the AGM will be decided at this meeting. The Clerk agreed to confirm why this meeting could not be held in the Calley Arms public house.

### 6.2.1 Annual Allotment Holders' Meeting:

This meeting will be held in Hooper's Field pavilion on Monday 14<sup>th</sup> September 2009, at 19:30. BB has invited a speaker from Hills Waste Management to speak on Green Composting.

The Clerk had reported the problems on footpaths 33 and 34, at Horpit, that Rosemary Savage brought to her attention, to Annie Ellis SBC Footpaths Officer on 8<sup>th</sup> July 2009. No reply had been received yet.

The Clerk had reported that a large number of green recycling bags had been missed at various locations in Wanborough Parish, Magdalen Road, Kite Hill etc. SBC aims to collect your missed recycling within two working days. Reference number: 0395-2858 and reference number: 101000157818.

The Clerk had reported that there is a hole in the tarmac footpath outside 7 Wild Acre. It is on a footpath frequently used by school children on their way to the village school. It is large enough for somebody's foot to go into it and it is very dangerous. Reference number: 0395-2884 and reference number: 101000158714.

The Clerk had reported that the streetlighting is not working on the footpath between Magdalen Road and Rotten Row. SBC will assess the problem. It can't be specific about the timescale for the repair because this depends on several factors.

Reference number: 0395-2905 and reference number: 101000159406. Our enquiry has been forwarded to the street lighting team who will respond to our enquiry within 5 working days.

The Clerk had reported that a large hole has opened up in the pavement at the junction of Wild Acre with Magdalen Road. This footpath is used by school children on their way to and from the village junior school. SBC aims to repair it within two working days. Reference number: 0395-2906 and reference number: 101000159409.

The Clerk had reported that a stile has partially collapsed; it gives access into footpath 26 to Long Meadow, from The Marsh, and thence into Hussey's field. This stile and another adjacent one have kindly been cleared by a local resident. The Borough Council aims to repair it within two working days. Reference number: 0395-2973 and reference number: 101000160651.

The Clerk had reported that there is a large pile of grass clippings sliding down into the watercourse and onto the footpath, at the side of the rear garden of 1 Mayfield. The watercourse is adjacent to footpath 9, Kings Lane. SBC aims to repair it within two working days. Reference number: 0395-2998 (footpath), reference number: 0395-2999 (watercourse) and reference numbers: 101000161510 (footpath), 101000161511 (watercourse).

The leak on Rotten Row opposite College Green has been repaired.

### 6.3 Wanborough Village Hall Management Committee:

CH reported that the application for the Community First Grant of £15,000 had been successful. The Clerk had passed the third party cheque for £1,710, payable to Hills Waste Solutions Limited, to Angela Raymond. This was required to obtain the Landfill Tax grant. CH reported that it is hoped that most of the work can be done, apart from interior decorating. Leader funding has not yet been applied for. The Clerk asked CH for electronic copies of the project documents that Tessa Lanstein had presented to the Parish Council at the meeting when the £30,000 donation to the Village Hall Roof Fund had been agreed. The work was scheduled to last for 12 weeks commencing on 20<sup>th</sup> July 2009. The Clerk agreed to remove the Parish Council's noticeboard from the outside wall of the Village Hall. The Clerk also agreed to ask the Village Store owner for permission to display important notices in the shop window for the period of the Village Hall closure.

*AP left the building at 20:30.*

### 6.4 Planning and Finance:

The minutes of the Committee meeting held on 6<sup>th</sup> July 2009 had been circulated to all Parish Councillors. The minutes were signed by Bill Suter, the Committee Chairman, as a true record.

Further to the discussion at the Committee meeting of the planning application received: **S/09/0833/NIRO** - 60 - 64 Church Road, Wanborough, SN4 0BZ - Change of use from Grazing/Agricultural Land to Rear Garden (class use C3), including the erection of a timber post and rail fence. The Parish Council also wished to comment that the land is not currently used for agriculture. This planning application was notified to us by an irregular process.

The resolution that the Parish Council would withdraw its' offer for lot 2 of 3 small grass paddocks, Upper Wanborough, was voted on. CH, BS, AB, GS, KP, BB and DH voted for the resolution, JS abstained and CO voted against the resolution. It was therefore resolved to withdraw the offer for the plot of land. The Clerk was asked to try to get some written advice from Rhian Morris SBC. The Clerk agreed to copy

the email correspondence relating to the proposed application for the change of use of the land to AB.

*AP returned to the meeting at 20:40.*

#### 6.5 Civil Protection Emergency Group:

AB agreed to email a recently issued PDF document to the Clerk.

### **7 FINANCE:**

The Clerk agreed to send a copy of the Asset Register to the Parish Plan Group. The Clerk agreed to consult the internal auditors on the inclusion of a nominal value for Hooper's Field Recreation Facilities and the Church car park in the Parish Council's accounts.

#### 7.1 Financial Statement:

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

#### 7.2 Monthly Cash Flow Statement:

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

#### 7.3 Review of Village and Hooper's Field grounds maintenance contracts:

CO objected to changing the contractors at all.

Parish Council resolved to offer the contract for the Village Maintenance to Allbuild. Parish Council resolved to offer the contract for the Hooper's Field and Bowls Green Maintenance to Swindon Commercial Services.

### **8 Others:**

#### 8.1 Transport:

BB had nothing further to report but his enquiries are ongoing.

#### 8.2 Wiltshire Association of Local Councils:

July 2009 update received (correspondence).

#### 8.3 Neighbourhood Tasking Group:

Neighbourhood Tasking meeting Wednesday 15<sup>th</sup> July 2009, at 10:30, the meeting had been cancelled.

#### 8.4 Grants:

No applications had been received.

#### 8.5 Parish Plan:

The Clerk was asked to contact Shaun Egan for an update on the Parish Plan Group's meetings.

*JS left the meeting at 21:35.*

#### 8.6 Eastern Development Area Action Group:

Councillor Rod Bluh, Leader of Swindon Borough Council, has agreed to attend the East Swindon Communities Group meeting on Thursday 17<sup>th</sup> September 2009, at 19:00, in Hooper's Field pavilion.

The Parish Council unanimously resolved that it would allow the East Swindon

Communities Group and the Western Vale Villages Group to use the offices of the Parish Council free of charge, but that they should not make excessive demands on the Clerk's time.

*JS returned to the meeting 21:45.*

#### 8.7 Community First:

KP reported on the youth involvement project meeting that she had attended on behalf of the Parish Council on Thursday 16<sup>th</sup> July 2009. KP raised the issue that the village children have friends in Wroughton, Wroughton has youth facilities. We need transport between the two communities as part of the local infrastructure.

It was agreed that a discussion of youth involvement should be included on the agenda for the August 2009 Parish Council meeting.

#### **9 Flooding:**

BB commented that he had objected to the commissioning of the Wanborough Parish Flood Plan.

The Clerk confirmed that Carl Collins had been instructed to proceed with the Wanborough Parish Flood Plan but that no reply had been received to the date of this meeting.

AP had done a reconnaissance survey of the village including the ditches and culverts on: Springlines, High Street, Kite Hill and Green Lane. He had concluded that the ditch alongside the highway in front of Hooper's Field Recreation Facilities needs to be cleared. If there is a culvert at the junction of Green Lane and Burycroft it also needs to be cleared.

#### **10 Wanborough Parish Council newsletter:**

It was agreed to produce a newsletter during September and October 2009.

#### **11 Swindon's Infrastructure requirements to support growth to 2026:**

The Clerk was asked to copy the infrastructure review letter to Sean Egan the Chairman of the Parish Plan Group and to the WPC EDA committee.

#### **12 Proposed bus shelter on Rotten Row:**

BS commented that Ray Pethick might be willing to help the Parish Council to reactivate this project.

#### **13 CORRESPONDENCE:**

All correspondence received since the last meeting on 13<sup>th</sup> July 2009 was listed in the Clerk's Notes and was available at this meeting.

BB agreed to attend the next meeting of the Stronger Communities Forum to be held on 15<sup>th</sup> September 2009, 17:30 until 20:00 at the STEAM Museum.

The Swindon Borough Council Swindon Core Strategy Proposed Submission Document was passed to AP. The consultation period for the document is from Monday 27<sup>th</sup> July until Monday 21<sup>st</sup> September 2009.

*The Clerk left the building at 22:15 whilst the Parish Council discussed the letter that she had sent to the Chairman.*

*The Clerk returned at 22:25.*

The Clerk was asked to continue monitoring her working hours for the information of the Planning and Finance Committee for the Precept meeting in December 2009.

The meeting closed at 22:30.

*Date of next meeting Monday 24<sup>th</sup> August 2009.*