RAMSBURY & AXFORD PARISH COUNCIL

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Minutes of the Parish Council AGM held on Monday 17th July 2023 at 7.45pm in the Memorial Hall

1802

Present:

S Glass – Chair (SG)

D Barnett - Vice Chair (DB)

M Waugh (MW)

D Edwards (DE)

A Foale (AF)

R Greasley (RG)

C Morgan (CM)

D Gill (DG) A Charlwood (AC) – Clerk

R Young (RY)

Two members of the public were also present

- 1. APOLOGIES were received from Bernard Murray, Matthew Tester, and Lynn Jauncey Approved
- 2. **DISCLOSURES OF INTEREST** None
- 3. THE MINUTES OF THE LAST MEETING

The minutes of the meeting held on 15th May 2023 were approved and signed as a true record. **Proposed AF; Seconded GH. Approved.**

- **4. MATTERS ARISING** not included in the Agenda None.
- 5. NEW CORRESPONDENCE Items for discussion*

Ref. No	Date Received	May/June 2023 Correspondence	Subject Highlighted for Discussion
A7331	15 May	CPRE	Invitation to CPRE Wiltshire AGM. Fwd. to Cllrs. SG reported that she was unable to attend.
A7332	16 May	Community First Insurance	Revised renewal quotation. Fwd. to Cllrs. SG reported that, surprisingly, the renewal cost less than last year.

A7334	18 May	PKF Littlejohn LLP	The acknowledgement of 2022/23 AGAR submission was brought to the attention of Cllrs.
A7338	24 May	Wilts CC Democratic Services	New kerbside collections of small recharge-able electricals. Fwd. to Cllrs. Households in the parish will have received a leaflet with full details.
A7340	24 May	Ben Huggins – Community Policing Devizes Sector	Meeting re. facilitating community contract with local policing team. The Clerk will notify the local police team of the dates of PC meetings in 2023 and extend an invitation for a representative to attend.
A7341	25 May	Wilts CC Northern Highways Area	Parish Stewards' schedule June-August. Fwd. to Cllrs. See item 15.
A7345	30 May	Wilts CC Traffic & Network Team	Urgent closure notice for C6 Ramsbury/Axford road commencing 19 th June. Fwd. to Cllrs. In the event the closure didn't happen, perhaps because it was too hot to carry out roadworks at the time.
A7346	31 May	Resident	Responsibility for overgrown tree and hedges along Crowood Lane. See item 6 Public Forum.
A7347	31 May	Ramsbury Primary School	The school's thank you for the gift of coronation mugs was brought to the councillors' attention.
A7348	31 May	Wilts CC Democratic Services	This update on WCC housing land supply was brought to the attention of Planning Committee
A7350	01 June	Resident	Safety precautions re. horses on Springs Hill. LJ will be contacting the owner. ACTION LJ.
A7354	10 June	Resident	Overgrown hedge on Crowood Lane a danger to traffic and pedestrians. See item 6 Public Forum.
A7357	13 June	Wilts CC Bus Network Team	Bus Review – stakeholder engagement survey. Fwd. to Cllrs. Cllrs can respond as individuals.
A7359	14 June	Ben Huggins, Wilts Police	Enhancing community policing links. Fwd. To Cllrs
A7362	16 June	Wiltshire & Swindon Prepared	Invitation to Resilience Event (improving the community's resilience to emergencies at all levels) on 31st August. Fwd. to Cllrs. SG & AF hope to attend. ACTION SG TO REGISTER ATTENDANCE
A7365	19 June	Wilts CC – Community Ownership Fund	Invitation to bid for funding to acquire assets and run them for the benefit of the community – PCs are now eligible to apply. Fwd to Cllrs. SG thought that we currently have no projects that would be eligible.
A7367	21 June	Wilts CC Traffic Order Team	Temporary Closure of part of Littlecote Road, Chilton Foliat, commencing 30 Aug. Fwd. to Cllrs.
A7373	27 June	Sean Williams, Wilts CC Planning Enforcement	Red Lion, Axford update. See item 6(i)
A7375	28 June	Visitor to the village	Request for road signs to Ramsbury RAF and USAF memorial. It was agreed that directions to the memorials should be put up on the website and their location pinpointed using What3Words. ACTION SG/DE

A7377	28 June	Resident	Rocks placed on the verge on Union Street. SG reported that the matter had been passed to Wilts CC Highways Dept.
A7379	29 June	Resident	Potential damage to property by speeding traffic in Back Lane. SG will offer to meet. ACTION SG
A7383	30 June	Sarah Valdus, Environment Director Wilts C.C.	Consultation re. Draft Wiltshire Design Guide. Fwd. to Clirs. SG asked the Planning Committee to give this matter their consideration and report back.
A7384	01 July	Wilts CC Planning Enforcement Officer	Lamplands Planning Contravention Notice. See item 6(i)
A7385	02 July	Alistair Ewing	Tree affected by ash dieback. DG confirmed that several affected trees at the triangle have now been taken down by ARK. ACTION SG TO CHECK THAT THIS TREE HAS BEEN FELLED
A7387	03 July	WALC	Registering defibrillators with emergency services. Fwd. to Cllrs. SG confirmed ours are already registered.
A7389	05 July	Wilts C.C. Dept of Highways	Audit of salt bins in preparation for winter. Fwd. to Cllrs. See Item 6(v)
A7391	05 July	Wilts C.C. Strategic Engagement	Agenda for LHIFG meeting on 13 th July. Fwd. to Cllrs.
A7392	05 July	Savernake Area Forester, Forestry England	The resumption of work to remove ash trees suffering from ash die-back along A346 was brought to the councillors' attention. Contraflow will be in force so expect delays 17 July – 21 August. Fwd. to Cllrs.

^{*}The full list of incoming correspondence from 9th May to 7th July can be viewed on the parish council website

6. Committee Reports:

6 (i) Planning Diann Barnett

PLANNING REPORT RAMSBURY AND AXFORD PARISH COUNCIL - July 2023 Planning Applications processed since May 2023 Report

New applications-

PL/2023/PL/2023/PL/2023/	SN8 2PG 05187 Westfield	t d House, Mill Lane	Amendments to change of use – commented on privacy boundary windows. Treework. Chalet bungalow, drive, parking, garden.
Still awaiting –			
■ DI /2022/	05380 Ramchur	v Manor SNR 2RG	Exhibition centre estate yard and car nark

•	PL/2022/05380	Ramsbury Manor SN8 2RG	Exhibition centre, estate yard and car park
•	PL/2022/04972	Ramsbury Manor SN8 2RG	Exhibition centre, estate yard and car park
•	PL/2022/07930	House Farm, Axford	Demolish barn and erect agriculture stores
•	PL/2022/09130	42-43 Oxford St, Ramsbury	Demolition, single storey ext., porch etc
•	PL/2022/08951	As above – listed	As above
•	PL/2022/08705	Coombe Farm, Axford	New house, dwelling, Est yard and ancillary.

Decisions-

•	PL/2023/03418	Burney Farm SN8 2NN	Cert' of lawfulness to commence development. APP
•	PL/2023/01980	The Cedars, SN8 2PL	Garage conversion to ancillary accommodation. APP
•	PL/2023/01811	42-43 Oxford St, Ramsbury	Listed building consent as PL/2022/09130. APP
•	PL/2023/02149	Knighton Farmhouse SN8 2QB	Exterior alterations to existing barn. APP

Updates on-

Red Lion, Axford - From Steve Jenkins 3.7.23 - I issued a Planning Contravention Notice on the owner last week in which was set out certain questions appertaining to the use of the property whereby the owner is legally bound to fully complete and return the document within a certain time period. The LPA received an email over the weekend indicating the fact that due to the sale of the property not going forward they are hoping to re-open the premises at some point but this does will not prevent them from completing the document and returning it, at which point if the LPA do not have a date for the re-opening then we may still consider issuing an Enforcement Notice.

Lamplands – from Neil Smith 30.6.23 - I have sent a Planning Contravention Notice out to the owner today as a prerequisite to taking formal enforcement action and it is likely that we will serve a formal enforcement notice in due course.

PL/2021/11212 42 & 44 Oxford Street - This application was refused and has gone to the Planning Inspectorate for appeal. The recent approved application for this site had revised the 4-bay cart store garage to a 2-bay one. The applicant has now appealed to amend it to the larger building which was the reason for its refusal.

DB also reported that three additional applications had been submitted since this report was drawn up, but otherwise there had been no change. A site visit to the Crown & Anchor is to be arranged.

ACTION - DB

A question was raised as to why the usual green Planning Application notice had not yet been posted outside the Crown & Anchor. SG explained that Planning Officers no longer come round to put these up and it is now the responsibility of the applicant to do so. Furthermore, there is sometimes a delay in them being sent out. DB will look into this.

ACTION - DB

6(ii) Finance Erica Hodgson

- EH reported that a draft of the new, spreadsheet-format Q1 report (comparing our budget with actual income and expenditure) had been circulated to Councillors and indicated that the PC is on-track with its projected expenditure. There were no questions in this regard.
- The Finance Committee has had two meetings since the last PC meeting (one on 25th May and the other on 7th July). At the first, it was decided to enhance the role of the PC Clerk, to increase her responsibilities w.e.f. 1st July, to take on some of the work currently done by the Chairman and other councillors. There would be an on-cost in 2023-24 of less than £1,000 in this regard, which was not anticipated in the General Admin. annual budget. At the 7thJuly meeting it was agreed that the hourly rate for cleaning the public conveniences should be increased, and this raise should be back-dated to 1st April. EH proposed these changes. All agreed
- Discussion of the contractors' quotes for the conversion work on the public loos is reported in item 17.

6(iii) Rights of Way Lynn Jauncey

LJ was unable to attend the meeting but had submitted the following report:

Boundary Walk Debrief - It was felt that the walk went well, and the numbers were good. Completing it in
the opposite direction was enjoyed and, from this, we are looking to implement a circular walk that ends
back at the Crown & Anchor next year.

• Signage - We have ordered new signage to go up at the beginning and end of the path behind Parliament Piece, saying No Horses or Motor Bikes. We are not sure this will stop the perpetrator/s so may look at other deterrents if the signs don't work. Further signage has also been put up on the bridle path at top of Hilldrop to deter motorcycle/scramble bikes from using it.

6(iv) Play Areas and Seats

Denise Edwards

- DE reported that she had carried out an inspection of the Axford play area on 16th June and discovered some minor graffiti and one lost screwdriver.
- She has now had time to reflect, after having attended a Play Areas training day this Spring, and believes that the planned work for the Axford playground (potentially to be carried out by Rhino) will be suitable.
- Nothing has come up recently in the other play areas, but the Play Areas Committee should fix a date for a
 meeting soon.

 ACTION DE
- DE is awaiting a response from Dorset CC to a query she has put in, seeking to identify the manufacturer of some exciting new equipment they have.
- DE and SG are to arrange a date to visit and inspect a swing in a playground in Swindon.

 ACTION SG/DE

6(v) Emergency Committee

Alison Foale

- SG confirmed that she would inspect all the salt bins and notify Wilts Highways Dept is she finds any that need replenishing before winter.

 ACTION – SG
- AF reported that emergency wardens are now in place everywhere and the warden list will soon be revamped. She will convene a meeting of the Emergency Committee once the holidays are over. **ACTION AF**
- DE asked how new residents in the parish are made aware of the Emergency Wardens scheme and how their wardens currently bring them on to the village database. After some discussion it was agreed that SG should talk to Ian Smith about including a database registration form and emergency warden information in the Welcome packs that he distributes to newcomers.

 ACTION SG

6(vi) Green Committee

Maggie Waugh

DG reported on an interesting NALC event she had attended called Parish Councils Fighting Climate Change, at which three public bodies gave presentations about initiatives they are implementing to try to tackle climate change.

Swanage Town Council

- Have a declared intent to be carbon neutral by 2030 Sustainable Swanage a community engagement tool
- All events on land owned by council are to be plastic free by end of 2023
- Plastic-free aim a co-ordinator works with a wide range of groups to achieve sustainability,
 e.g. their local nature reserve info boards, a friends group has formed to maintain it, they collect seeds from locals, no plastics
- Energy reduction measures—they have spoken to the county council for advice.
- Conducted a carbon audit need solar panels, heat pumps etc
- Aim to reduce use of pesticides
- Installing drinking water refill stations with signage
- Promoting use of cycles in their area
- An environment and green spaces committee has been formed to help the council work better in this area

Drafton Parish Council

- Has 200 residents/75 houses/ mostly very old housing stock, hence insulation and fossil fuel issues
- Declared climate emergency 2021/22
- They are investing in a community project whereby residents can buy shares to fund green energy projects in this case, solar and wind schemes on council or private property. So far two residents are interested in setting up schemes and the spare capacity will go into the grid.
- This is an example of such projects across the country whereby communities are putting green energy into the grid. They suggest the government publishes figures on these projects, how much energy they put into the grid and how many power stations it equals.

The Centre for Sustainable Energy https://www.cse.org.uk/

A national charity working in energy crisis support and efficiency, offering advice, research, workshops and analysis work with town and parish councils who declared climate emergencies.

- Start small, don't need full scale declaration etc., publicise what you do; emphasize co-benefits increasing mental and social health, e.g. try to identify local skills and experience in local community.
- Community engagement encourage younger elements, base actions on community concerns.
- Educate parishioners to make own their climate positive actions.
- Get involved at the beginning of any planned wind or solar farms. Ask if and what the community benefits could be more difficult to do it retrospectively.

What might Ramsbury do?

- Plastic-free Ramsbury encourage all shops, pubs, businesses, and stall holders at events on PC land to be plastic free set a deadline.
- Encourage / maximise recycling. Info on our website on what and where recycling can be done. Maybe put WCC posters up in the village.
- Promote the surgery's efforts to recycle blister packs, inhaler canisters, used medication packs in their lobby and unused drugs (preferably in their original packaging) at the pharmacy counter.

After some discussion, it was agreed that the Green Committee should meet and start to pull together the information they would like to see included in a new Green Committee page to go up on the website.

Public Forum -Parish Council Standing Orders were temporarily suspended for this item

Two members of the public raised their concerns and questions about some overgrown hedges on Crowood Lane and elsewhere in the village. SG reminded them that, in law, hedges are supposed to be left uncut until the end of July (for the protection of nesting birds) and so are understandably very overgrown just now after so much sun and rain. However, she confirmed that the PC would contact the householders concerned in due course, to remind them of the need to maintain both the inside and outside of their hedges, particularly when they encroach on the public highway or footpaths.

7. AXFORD Diann Barnett

• DB reported that the cost of a defibrillator for Axford would be £2,670 and she is considering ways that the village might raise some funds towards it. The purchase of the defibrillators in Ramsbury was funded by public subscription although the PC now funds their maintenance and insurance.

- DB confirmed that she would be willing to take on the responsibility of carrying out the necessary monthly checks to ensure the defibrillator is operating correctly.
- There was some discussion about who would now take over the job of grass-cutting in the churchyard. EH confirmed that the PCC received its normal grant from the Parish Council for this work to be carried out.

8. LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP

Sheila Glass

SG confirmed that the signs have been ordered and should be up soon.

9. MARLBOROUGH AREA BOARD

Sheila Glass

The next meeting will be held in October.

10. ALLOTMENTS Denise Edwards

Nothing to report.

11. CORONATION

SG reported that the total cost of the coronation mugs came in at £1,612. Of the ones that were sold, only two remain unsold (available from the Post Office), and the income from the sales had reduced our outlay by over 50%.

12. WEBSITE

DE reported that all is fine with the website. A question was raised about the link to FixMyStreet not working, and the need to change it to a link to MyWilts. This task will be added to the list to be discussed at the next meeting with the web hosts, which will be arranged soon.

ACTION SG/DE

13. VILLAGE MAINTENANCE

- (i) Potholes SG asked that everyone continue to report these direct to Wilts CC via the MyWilts app. Several areas are scheduled for re-surfacing in the coming days.
- (ii) White gates on Newtown Road –SG was authorised to place an order for a second white gate (to make up a pair with the one that was left unused at Whittonditch).

 ACTION SG
- (iii) Faulty SID SG has received instructions as to how to check the timer and how to carry out a diy fix for the fault if the timer is operating correctly. If not, it will be necessary to bring in a contractor to mend it
- (iv) Christmas tree and Christmas lights SG has written to Alistair Ewing at Ramsbury Estates with a suggestion about uplighting the tree instead of draping it in lights this year and having one 10-12' tree with fairy lights alongside it on one corner of the Square. She will contact him again about this.

 ACTION SG
- (v) Freshers' Day April 2024 SG mentioned that Ian Smith has suggested we run another Freshers' Day for village newcomers next Spring.

14. MEMORIAL GARDEN

SG confirmed that the cleaning work is to be carried out on Wednesday 19th and the re-lettering will be scheduled for a later date.

ACTION - SG

15. PARISH STEWARD'S ROTA

- A 30mph sign near the surgery needs straightening up and some of the other signs around the parish are being obscured by long grass, overgrown bushes and cow parsley.
- SG reminded the meeting there would be no stewards' rota in August because they will be busy grass-cutting and mending potholes.

16. LIBRARY

- AC reported that, once again, Ramsbury Library is participating in the Summer Reading Challenge, which is the UK's biggest free reading-for-pleasure programme for children and encourages children aged 4 11 to keep reading during the summer holidays. This year the challenge is called READY, SET, READ! and will run from 15th July to 9th September. The challenge is to read six library books over an eight-week period during the summer in return for various fun prizes. Children are welcome to enrol in the challenge by coming along to the village library (Opening Hours: Mondays 2-4pm; Wednesdays 10-12; and Saturdays 10-12), or they can sign up online at www.summerreadingchallenge.org.uk
- AC also drew attention to the decision made by Wiltshire Libraries that, with effect from 4th July, overdue fines will no longer be charged on children's books and any retrospective fines will also be waived on children's books. It was agreed that details would be published on Facebook.

 ACTION DE

17. PUBLIC CONVENIENCES

- Having given the three contractors a more specific brief to try to compare their various quotes more effectively, SG, RG and RY found their revised prices still fell within the same ballpark figure. The only significant area of difference lay in their projected start dates, where two firms said they could not commence the work until the New Year and the other offered to start the work in four weeks. This was not the lowest quote. The Finance Committee therefore recommended that the latter quote should be accepted as it will have the benefit of getting the work underway six months sooner and avoid the hazard of requests coming in later for a percentage increase on the agreed price to allow for inflation between now and the work getting underway. EH proposed that this quote should be accepted. All agreed
- In this connection, SG also reported that the house that currently accommodates the charity shop has now been sold but she and Mary Holdsworth are speaking to the owners in the hope that the Charity Shop does not need to vacate immediately. UPDATE: A short term lease has been offered.
- GH asked if we might be eligible for a grant in connection with the provision of a disabled toilet facility on the premises, as he recalled the Church Room was during their last lot of renovations. SG sought approval to investigate this, and it was agreed that she should do so. **Prop. DG, Sec. RY.**

18. MEMORIAL HALL

Sheila Glass/George Hawes

SG drew everyone's attention to the new black out curtains and blinds in the hall and mentioned their new website is up and running. The kitchen is also due for a refurbishment in the near future.

19. NATURE RESERVE Chris Morgan

The gateway and pathways are beginning to get rather overgrown, and CM will be in touch with Wiltshire Wildlife Trust to request a tidy up and a maintenance visit.

ACTION - CM

20. RECREATION CENTRE George Hawes

Nothing to report.

21. RAMSBURY SCHOOL

Roger Greasley

No report.

22. VANDALISM

Although not exactly an act of vandalism, SG reported that the streetlamp on the corner of the old Post Office on the High Street had been damaged and its bracket had become dangerously insecure when it was hit by a passing lorry. Luckily the incident was witnessed and photographs had been taken as evidence of who was responsible. SG had reported her concern to Atkins that the matter needed urgent action before it fell on someone, and fortunately they came and were able to remove the light very quickly. The lorry driver had made no effort to report the incident, but WCC are pursuing the matter.

23. PATIENTS REP

George Hawes

GH had nothing new to report.

24. ACCOUNTS PAID IN JUNE

Invoice No	Payments to Suppliers – June 2023	Amount	Net	VAT	Paid By	S137
13834	NB. Difference between original Community First Insurance renewal quote and the premium paid	-108.72	-108.72	0.00	BACS	No
13857	Poppies Café (Royal British Legion) (Paid in May)	7.00	7.00	0.00	VisaDebit	No
13858	BNPPRE – Play Areas Rent 1st May – 31st Oct (Paid in May)	212.50	212.50	25.00	BACS	No
13859	WALC & NALC – 2023/24 subscription (Paid in May)	764.68	637.23	127.45	BACS	No
13860	Hotline Merchandise – mugs re-order (Paid in May)	483.26	402.72	80.54	VisaDebit	No
13861	Royal British Legion café – cakes for B. Walk (Paid in May)	10.00	10.00	0.00	BACS	No
13862	Denise Edwards – mileage to attend Play Areas training course (Paid in May)	24.75	24.75	0.00	BACS	No
13863	JRB Enterprises – dog poo bags (Paid in May)	100.74	83.95	16.79	VisaDebit	No
13864	Castle Water – public loos 1 st March-31 st August (Paid in May)	108.53	108.53	0.00	VisaDebit	No
13865	BT – Phone & Broadband 1st April – 31st July (Paid in May)	138.65	115.54	23.11	DD	No
13866	Alice Charlwood – stationery and postage expenses	16.20	14.73	1.47	BACS	No
13867	M J Baker Accountancy – payroll processing in June	11.25	11.25	0.00	DD	No
13868	Ramsbury Community Transport – transport mileage for Boundary Walk	74.00	74.00	0.00	BACS	No
13869	Sheila Glass – mileage expenses for Boundary Walk	18.00	18.00	0.00	BACS	No
13870	Sheila Glass – cost of cream for Coronation Cream Teas	15.00	15.00	0.00	BACS	No
13871	Coral Westall – public loo cleaning in June	210.00	210.00	0.00	BACS	No
13872	Coral Westall – office cleaning April - June	34.00	34.00	0.00	BACS	No
	TOTAL OUTGOINGS excluding Clerk's salary (Ref. I3873)	2119.84	1870.48	274.36		

TOTAL AMOUNT ON DEPOSIT*	120,448.84			
*incl. gross interest earned to 9th June	448.84			
MONIES RECEIVED				
Sale of books and maps and coronation mugs	795.00	795.00	0.00	
TOTAL INCOME	<mark>795.00</mark>	<mark>795.00</mark>	0.00	
Current A/c balance at 31 st May 2023 – £5,665.19				

25 ACCOUNTS FOR PAYMENT IN JULY

Invoice No	Payments to Suppliers - July 2023	Amount	Net	VAT	Paid By	S137
13874	Robert Copp – Strimming & trimming path verges. (Paid in June)	206.00	206.00	0.00	BACS	No
13875	British Legion café – Lunches after planting Memorial Garden. (Paid in June)	8.20	8.20	0.00	VisaDebit	No
13876	Swindon Memorials Ltd. – deposit for cleaning & relettering war memorial (Paid in June)	396.00	330.00	66.00	BACS	No
13877	Idverde Ltd. – bin emptying in June (Paid in June)	15.00	12.50	2.50	BACS	No
13878	Sheila Glass – reimbursement for pelargoniums for planters.	30.00	30.00	0.00	BACS	No
13879	Kevin Jauncey – mileage re. stewarding Boundary Walk	20.25	20.25	0.00	BACS	No
13880	M J Baker Accountancy – payroll processing in July	11.25	11.25	0.00	DD	No
13881	Coral Westall – public loo cleaning in July	180.00	180.00	0.00	BACS	No
13882	Safety Signs 4 Less – 3 road signs @ £24.47 each	88.09	73.41	14.68	VisaDebit	No
	TOTAL OUTGOINGS excluding Clerk's salary (Ref. I3883)	954.79	871.61	83.18		
	TOTAL AMOUNT ON DEPOSIT*	120,805.40				
	*incl. gross interest earned to 10 th July 2023	805.40				
	MONIES RECEIVED					
	Sale of coronation mug (incl p&p)	8.50	8.50	0.00		
	TOTAL INCOME	<mark>8.50</mark>	<mark>8.50</mark>	0.00		
	Current A/c balance at 30th June 2023 – £4,223.27					

^{*}This includes monies held in reserve for parish initiatives such as the Ramsbury Flyer, defibrillators, provision of play equipment, pavement and road repairs, etc.

The Accounts were accepted and were unanimously approved.

Prop. RG; Sec. HL