

# **RAMSBURY & AXFORD PARISH COUNCIL**

Clerk to the Council Alice Charlwood c/o Council Office, Memorial Hall, High Street, Ramsbury, Wilts SN8 2PB  
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## **Minutes of the Parish Council Annual General Meeting held on Monday 20<sup>th</sup> May at 8.15pm in Ramsbury Memorial Hall**

**1887**

### **Present:**

S Glass – Chair (SG)  
D Barnett - Vice Chair (DB)  
C Morgan (CM)  
R Greasley (RG)  
B Murray (BM)  
L Jauncey (LJ)

H Lloyd (HL)  
D Gill (DG)  
G Hawes (GH)  
M. Waugh (MW)  
E Hodgson (EH)  
A Charlwood (AC) – Clerk

**One member of the public was present  
Wiltshire County Councillor James Sheppard (JS) was also present**

- 1. APOLOGIES** – were received from Matthew Tester, Denise Edwards and Alison Foale. **Approved**
- 2. DISCLOSURES OF INTEREST** – None.
- 3. ELECTION OF CHAIRMAN**  
Eight nominations had been received to re-elect SG as Chairman and there were no other nominations. LJ proposed and HL seconded the proposal that SG be elected as Chairman of the Parish Council for a further year. **APPROVED**
- 4. ELECTION OF VICE-CHAIRMAN**  
Seven nominations had been received to re-elect DB as Vice-Chairman. There being no other nominations, EH proposed and GH seconded the proposal that DB be elected as Vice Chairman of the Parish Council for a further year. **APPROVED**
- 5. THE MINUTES OF THE LAST MEETING**  
The minutes of the meeting held on 15<sup>th</sup> April were approved and signed as a true record. **Proposed CM; Seconded RG. Approved.**
- 6. MATTERS ARISING** – None

## 7. NEW CORRESPONDENCE – Items for discussion\*

Ref. No	Date Received	April-May 2024 Correspondence	Subject *Highlighted for Discussion
*A7722	10 April	James Sheppard, County Councillor	Soak-away at Swan's Close is not part of the public highway. SG was pleased to report that the flooded area around the car park had at last been cleared.
*A7724	12 April	Resident (i)	Dangerous parking too close to junctions. Fwd. to Cllrs. SG was pleased to report that the black Volvo, parked for ages so close to the junction at The Crown & Anchor, had been removed.
*A7725	13 April	Claire Costello (i)	Reminder that the war memorials on Ramsbury airfield and Burnt Wood should be added to the PC asset registers of Ramsbury and Froxfield respectively. For info. SG is awaiting further information about this.
*A7726	13 April	Resident	Dangerous parking too close to junctions. Fwd to Cllrs. For information.
*A7729	20 April	Claire Costello (ii)	Looking into governance and procedures to be followed re. memorials in Burnt Wood and on Ramsbury airfield before they can be transferred to Froxfield and Ramsbury PCs respectively. See A7725 above.
*A7730	21 April	Resident	Thanking the PC for hospitality at the village Volunteers' Event. Fwd to Cllrs. For info.
*A7732	22 April	Northern Highways, Wilts C.C.	Gully crew will be attending Ramsbury w/c 6 <sup>th</sup> May. SG said that it looked as if they had done a good and thorough job, and that the subsequent street sweeping of gutters today was also welcome.
*A7734	22 April	Resident	Thanking the PC for hospitality at the village Volunteers' Event. Fwd to Cllrs. For info.
*A7735	22 April	Jason Lucas, Wilts C.C. Highways	Application for temporary closure of High St. for Street Fair on 22 <sup>nd</sup> June. SG said that this closure had now been approved.
*A7739	23 April	Resident	Acknowledging PC response re. concerns about speeding, signage and the school crossing in Back Lane. Fwd. to Cllrs. For info.
*A7741	29 April	Craig Harlow, Wilts C.C. Definitive Map & Highway Records	Meeting to consider diversion of Ramsbury footpaths 5, 6 and 8C. Fwd. to Rights of WayC. SG reported that this meeting has since been postponed to June 13 <sup>th</sup> .
*A7742	01 May	Resident	Notifying PC of several blocked drains. SG reported these on MyWilts.

*A7743	02 May	Isles Court Estate Manager (i)	Asking if/ how to apply for a disabled parking bay on Isles Road. SG has replied suggesting an internal rearrangement of parking within Isles Court would be preferable as an on-street disabled bay would be available to anyone with a blue badge and therefore no guarantee of a parking place for this resident. After some discussion it was agreed that this would be best. ACTION-Clerk to reply
*A7744	02 May	Donna Kelly, Wilts C.C. Engineer	Needs more information about the ownership of the land in connection with application for dropped kerbs. For info.
*A7745	02 May	Isles Court Estate Manager (ii)	Further information re. disabled parking bay request. See A7743 above
*A7746	03 May	Melissa Camilleri, Police Community Support Officer	Vehicles obstructing view of oncoming traffic at junctions. Fwd. to Cllrs. See Item 21
*A7747	05 May	Resident (ii)	Following up on issue of dangerous parking.
*A7748	07 May	Jess Emery, Community First Insurance Officer	Insurance cover renewal. See Item 6(ii)
*A7751	07 May	Resident	Re. work being done at entrance to field off Whittonditch Road. SG has visited to check and found dropped kerbs were already in place (and presumably have already been approved by WC) so she doubts this is actually an enforcement problem.

\*The full list of incoming correspondence from 12<sup>th</sup> April to 7<sup>th</sup> May can be viewed on the parish council website

## 8. Committee Reports:

### 8 (i) Planning

*Diann Barnett*

#### PLANNING REPORT RAMSBURY AND AXFORD PARISH COUNCIL – May 2024

##### Planning Applications Processed since April 2024 Report

#### New applications-

- |                 |                         |   |
|-----------------|-------------------------|---|
| • PL/2024/03602 | Hop House, Tankard Lane | Front porch ext., rear utility ext. and alteration. |
| • PL/2024/03982 | Mardle House, Back Lane | Treework  |
| • PL/2024/03995 | Hop House, Tankard Lane | Treework  |

#### Still awaiting-

- |                 |                            |  |
|-----------------|----------------------------|--|
| • PL/2023/06108 | Land NE Lamplands          | Siting of mobile home OBJ                          |
| • PL/2024/10639 | Hilldrop Farm              | Extension to pool house (retro) change shoot lodge |
| • PL/2024/01516 | Gilwell House, 19a High St | Rear single storey extension and glazed link OBJ   |
| • PL/2024/01684 | 61, High St                | Rooflight, single storey ext., garden studio CM    |
| • PL/2024/02414 | N&S Blocks, Whittonditch   | Variation of conditions - fenestration.            |
| • PL/2024/02733 | Doorstep Cott, Hilldrop    | Extension, resubmission of PL/2024/01188           |

Decisions-

- PL/2024/02912 Isles Court, Ramsbury Treework APP
- PL/2024/01687 Snellswood Dairy, Whittonditch New agricultural building next to existing APP
- PL/2024/02014 Poultry Farm, Darrells. Consultation on whether prior permission necessary to put solar panels on chicken houses. APP
- PL/2024/00708 Preston Barn Rethatching barn + dormers listed APP
- PL/2024/01028 Preston Barn Rethatching barn + dormers APP
- PL/2024/00515 Preston Barn Certificate of lawfulness APP
- PL/2024/01665 House on the Hill, Hilldrop Oak frame garage, inc workshop on site of existing outbuilding WITHDRAWN
- PL/2024/02605 1 Whittonditch Road 2 storey rear ext. APP
- PL/2024/01950 8 High Street New oak entry door & framework APP

DB reported that one more planning application had come in today, since her report above.

**8(ii) Finance**

*Erica Hodgson*

**Community First Insurance Renewal**

The internal auditor's report had raised a query about some aspects of the PC's insurance cover and some potential changes are therefore being considered. As this might involve adding some new sorts of cover to our 2024-25 policy it is possible that the total premium cost may increase from the amount they have currently billed us – See Item 26 Ref:14042. In this event, EH sought councillors' approval for an uplift of the premium up to £1,300. **LJ: Prop; RG:Sec. APPROVED**

**Re-approval of Q4 report**

The amended Q4 report was approved. **EH:Prop; BM:Sec.**

**Asset Register Amendment**

EH reported that the Committee had agreed to increase the current value of the public loo building to more closely reflect the value of the building for insurance purposes

**Annual Audit**

- a) EH sought councillors' approval of the 2023-2024 AGAR Annual Governance Statement – Section 1.  
**HL:Proposed; DG:Seconded. APPROVED**
- b) EH sought councillors' approval of the 2023-2024 AGAR Accounting Statement – Section 2.  
**EH:Proposed; CM:Seconded. APPROVED**

**Quotes for pavement works**

EH has been in touch with two contractors whose quotes are expected soon. The third potential contractor has dropped out so she is now looking for another company to provide one more quote.

**8(iii) Rights of Way**

*Lynn Jauncey*

LJ reported that seventy people started the 2024 Boundary Walk this year and it was a great success. Finishing the walk at the British Legion was excellent and there was a lovely atmosphere in there afterwards. The PC having bought new tables and airpots proved to be a great improvement on the old arrangement of having to transport stuff from one place to another during the day. LJ is already looking to enrol some new walk leaders for next year, just in case. **ACTION – LJ**

## 1891

### 8(iv) Play Areas and Seats

*Denise Edwards*

Nothing further to add to the report submitted to the Annual Assembly.

### 8(v) Emergency Committee

*Alison Foale*

- AF referred councillors to her report to the Annual Assembly earlier that evening and said that there was nothing new to report as regards recruiting Flood Wardens since the last meeting.
- SG summarised a telephone call she had had with Philip Perry, one of Ramsbury Manor Trustees, and had circulated her contemporaneous notes of that conversation to the Emergency Committee. PP said that a structural engineer had checked the bridge in the past two years. SG raised a query about the kind of electronic monitoring of the stability of the bridge that would be necessary if it were not on private land and is awaiting an answer on that. PP also undertook to send her his own notes from their phone call but, as yet, SG has not received those.
- SG had been in contact with Chilton Foliat PC, whose Chairman confirmed that they monitor the river level as well as that of tributaries and streams which feed into the river.

### 8(vi) Environment Committee

*Maggie Waugh*

- MW reported that the Committee had been considering a number of sites in the village for a potential community orchard and think that the best location would be along the footpath at Whittonditch.
- The Committee are also planning to do some monitoring at upcoming village events to get an idea of how best to progress their plastic-free Ramsbury project.

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

Rose Howe attended the meeting to give councillors an update on the village D-Day80 celebrations (see Item 16).

## 9. AXFORD

*Diann Barnett*

- DB said that the bolts on the old bench by the war memorial had rusted solid so she would try to cut them off in order to replace the old timber with the new seat. **UPDATE** - the seat has now been repaired and reinstated. **ACTION - DB**
- SG and DB gave a report of their meeting with James Sheppard and DPDS who are acting on behalf of the owner of the Red Lion in the matter of the Enforcement Notice they have been served. It proved to be an unsatisfactory meeting as the consultant seemed unable to clarify what the owner actually wants to do. The consultant agreed to contact the owner and report back. A wider discussion then ensued about this issue, with frustration expressed at the system being so protracted and that it did nothing to prevent the owner from repeating what he's already done before.

## 10. LOCAL HIGHWAYS & FOOTPATHS IMPROVEMENT GROUP

*Sheila Glass*

SG updated councillors on the dropped kerbs at the entrance of Isles Court. Wilts C.C. have written to explain that it is taking some time to sort out the ownership, which seems more complicated than they first thought, and they will have to come back to us when they are clearer about that, and the likely cost.

## 11. MARLBOROUGH AREA BOARD

*Sheila Glass*

The next meeting is to be held on 18<sup>th</sup> June.

## 12. ALLOTMENTS

*Denise Edwards*

No report.

## 13. WEBSITE

SG is awaiting the website analytics report.

**14. VILLAGE MAINTENANCE**

- (i) **Best Kept Village Competition 2024** –Nothing new to report but see (ii) below.
- (ii) **Scouts Litter-Pick** – In fact both the Scouts and the Beavers carried out separate litter-picks and the PC are grateful to them for their help. We are also glad of the help of the Duke of Edinburgh's Community Service group who will be sweeping the High Street as well as helping on the allotments.
- (iii) **Freshers' Day/Volunteer Event** – SG was pleased to report that both these events were well-attended.
- (iv) **Gully cleaning in May** – SG said that this had apparently gone well and had been followed up with additional visits, so we think that most of the blocked drains that had been causing concern have now been cleared. A subsequent street sweeping visit had also been most welcome.
- (v) **20mph update** - SG said that the PC is awaiting the result of the recent traffic speed surveys.

**15. MEMORIAL GARDEN**

*Sheila Glass*

SG said that the bedding plants would be going in tomorrow and that the poppies will be ready in time for D-Day.

**16. D-DAY 80**

*Sheila Glass*

**Cream Teas in The Square on 2<sup>nd</sup> June**

SG said that Ian Smith would be providing the tables and chairs. Most of the councillors volunteered to lend a hand with setting up and serving the cream teas during the afternoon, and baking scones beforehand. SG is also hoping to enlist some baking help from the WI.

**Other D-Day Events**

Rose Howe gave an update on various events including the church service on Thursday, the two minutes silence, the tree, the lighting of the beacon, perhaps a green flare (TBC), the plans for the Ramsbury Fair on Saturday having been approved by WC and the police, the expected arrival of the detachment from the 437<sup>th</sup> Transport Group and the speech to be made by their troop commander. She appealed for donations to the land army tombola. (For more information see [www.ramsburydday80.com](http://www.ramsburydday80.com)).

**17. PARISH STEWARD'S ROTA**

Next visit will be on 5<sup>th</sup> June.

**18. LIBRARY**

Nothing to report.

**19. MEMORIAL HALL**

*Sheila Glass/George Hawes*

No report. AGM and meeting on May 22<sup>nd</sup>.

**20. NATURE RESERVE**

*Chris Morgan*

CM reported that no cutting had been done recently because the ground was so saturated but there is no vegetation on the board walk. The pond looks much clearer and there is a profusion of wild irises.

**21. POLICE CONSULTATION**

SG said that there were no plans for another consultation at present. DG suggested that perhaps the CSPO might like to come to the Street Fair. SG will talk to her about that.

**ACTION - SG**

**22. RECREATION CENTRE**

*George Hawes*

GH said that there had been no meeting, but he was very pleased to report that 84 children had come to the Cricket Club's first youth training session on Friday evening.

**23. RAMSBURY SCHOOL***Roger Greasley*

The school roll stands at 193 and that is the number of children they expect in September. Sports Day will be on 12<sup>th</sup> July, and the PTA fete will be on 6<sup>th</sup> July. Term ends on 24<sup>th</sup> July. Autumn term commences on 2<sup>nd</sup> September.

**24. VANDALISM/CRIME**

SG reported more vandalism in the public loo with a soap dispenser have been wrenched off the wall. Graffiti on play equipment and a table at Whittonditch play area, and on the lid of the bin in the Seven Bridges lay-by has been reported to the parish stewards with a request that they try to remove it.

**25. PATIENTS' REPRESENTATIVE***George Hawes*

No meeting.

**26. ACCOUNTS FOR PAYMENT IN MAY**

Inv. No	Payments to Suppliers – May 2024	Amount	Net	VAT	Paid By	S137
I4027	Tesco – catering for Volunteer event. Paid in April	56.64	56.64	0.00	VisaDebit	No
I4028	Tesco – 4 lever arch files. Paid in April	8.80	7.33	1.47	VisaDebit	No
I4029	HMRC – Clerk's income tax/NI. Paid in April	630.47	630.47	0.00	DD	No
I4030	Chair's debit card used in error. Paid in April	11.98	11.98	0.00	VisaDebit	No
I4031	Trophy Store – Boundary Walk. Paid in April	17.49	14.57	2.92	VisaDebit	No
I4032	Nisbets Limited – Boundary Walk 2ltr teapots x 4. Paid in April	84.91	70.76	14.15	VisaDebit	No
I4033	Homebase – 4ft trestle tables x 3 for Boundary Walk. Paid in April	115.65	96.38	19.27	VisaDebit	No
I4034	Coral Westall – Public loo cleaning in May	180.00	180.00	0.00	BACS	No
I4035	Idverde Ltd – bin emptying in April	22.20	18.50	3.70	BACS	No
I4036	M J Baker Accountancy – Payroll fee for April	11.25	11.25	0.00	DD	No
I4037	Donation to Community Charity Shop for work done on repairing the PC noticeboard in The Square	25.00	25.00	0.00	BACS	No
I4038	Ian Smith – wine, beer and soft drinks for Volunteers' Event	155.70	155.70	0.00	BACS	No
I4039	Ramsbury Memorial Hall – PC office rent April – Sept	641.25	641.25	0.00	BACS	No
I4040	Strutt & Parker – Playing Field rent May – Oct	212.50	212.50	0.00	BACS	No
I4041	WALC & NALC subscriptions 2024/25	785.12	654.27	130.85	BACS	No
I4042	Community First Insurance	1150.99	1150.99	0.00	BACS	No
I4043	Di Barnett – expenses for Boundary Walk	25.45	21.68	3.77	BACS	No
I4044	Sheila Glass – expenses for Boundary Walk	23.94	20.90	3.04	BACS	No
I4045	BT – Phone & Broadband 1 <sup>st</sup> April – 31 <sup>st</sup> July	156.68	130.57	26.11	DD	No
I4046	Aldbourn Post Office Shop – s/a labels for office	1.78	1.78	0.00	VisaDebit	No
I4047	Ramsbury Post Office – Boundary Walk Supplies	3.65	3.65	0.00	VisaDebit	No
I4048	Ramsbury Post Office – Boundary Walk Supplies	8.12	8.12	0.00	Visa Debit	No
I4049	Ramsbury Post Office – 10 reams of A4 paper	49.00	49.00	0.00	VisaDebit	No

## 1894

I4050	Ramsbury Primary School – Grant	500.00	500	0.00	BACS	Yes
I4051	Ramsbury Pre-School – Grant	500.00	500.00	0.00	BACS	Yes
I4052	Ramsbury Scouts – Grant	500.00	500.00	0.00	BACS	Yes
I4053	Ramsbury Silver Band – Grant	350.00	350.00	0.00	BACS	Yes
I4054	Ramsbury Luncheon Club – Grant	100.00	100.00	0.00	BACS	Yes
I4055	Ramsbury & Aldbourne Bowls Club – Grant	400.00	400.00	0.00	BACS	Yes
I4056	Axford Village Hall – Grant	250.00	250.00	0.00	BACS	Yes
I4057	Ramsbury Cricket Club – Grant	400.00	400.00	0.00	BACS	Yes
I4058	Ramsbury Football Club – Grant	400.00	400.00	0.00	BACS	Yes
I4059	Ramsbury Netball Club – Grant	50.00	50.00	0.00	BACS	Yes
I4060	Ramsbury Memorial Hall – Grant	500.00	500.00	0.00	BACS	Yes
I4061	Ravensbury Players – Grant	300.00	300.00	0.00	BACS	Yes
I4062	Ramsbury Tennis Club – Grant	400.00	400.00	0.00	BACS	Yes
I4063	Ramsbury & Axford LLC – Grant	750.00	750.00	0.00	BACS	Yes
I4064	Action for the River Kennet River School – Grant	400.00	400.00	0.00	BACS	Yes
I4065	Ramsbury Community Charity Shop – Grant	300.00	300.00	0.00	BACS	Yes
I4066	Di Barnett – expenses claim for wood to refurbish bench seat by Axford Memorial	40.00	33.33	6.67	BACS	No
I4067	Castle Water – public loo water bill 1 <sup>st</sup> -30 <sup>th</sup> April	21.37	21.37	0.00	BACS	No
	<b>TOTAL TO PAY (excluding Clerk's salary I4068)</b>	£10,539.94	£10,327.99	£211.95		
	<b>TOTAL AMOUNT ON DEPOSIT*</b>	<b>£121,770.56</b>				
	incl. gross interest earned to 30 <sup>th</sup> April 2024	£2,770.56				
	<b>MONIES RECEIVED</b>					
	Charity shop rent	<b>300.00</b>				
I4030	Chairman refunds amount charged to debit card in error. Received in April	<b>11.98</b>				
	Wiltshire Council – Precept 1 <sup>st</sup> tranche. Received in April	<b>38,190.00</b>				
	Sale of Walks Book	<b>5.00</b>				
	<b>TOTAL INCOME</b>	<b>£38,506.98</b>				
	<b>Current A/c at 30<sup>th</sup> April 2024 – £16,076.49</b>					

\*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 approved. Proposed-EH; Seconded-CM)**

**DATE OF NEXT PARISH COUNCIL MEETING**  
**MONDAY 10<sup>TH</sup> JUNE (NB. the second Monday of the month)**  
**at 7.45pm at Ramsbury Memorial Hall**  
**ALL ARE WELCOME**