

# **RAMSBURY & AXFORD PARISH COUNCIL**

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## **MINUTES OF THE PARISH COUNCIL MEETING HELD ON** **MONDAY 20<sup>th</sup> JUNE 2016 in Ramsbury Memorial Hall**

**PRESENT:** Diann Barnett, Graeme Fearon, Alderman Susan Findlay, Sheila Glass (Chairman), George Hawes, Erica Hodgson, Simon Smith, Ron Young, Sue Arnold (Clerk) and 13 members of the public, 10 of whom were under 18 years of age. All were present for item 3, and left before the main meeting.

- 1. Apologies for absence for approval:** Terence Brown, Denise Edwards, Helen Lloyd, Chris Morgan, Michael Waite. Approved.
- 2. Disclosures of interest:** Susan Findlay – 6 no's A1128, A1145, A1131 and Item 16.
- 3. Presentation by Skateboard Group.** 10 young people and 3 parents took part in giving the presentation as follows.

**Benefits of skateboarding.** It is a sociable and creative sport that involves all abilities. It gets young people off phones and computers to take part in a fun activity in the fresh air. It's a sport gaining in popularity in the UK and potentially being considered as an Olympic event.

**Problems skateboarding in Ramsbury at present.** Using the street is potentially dangerous to themselves and vehicles, and annoys residents, meaning they have to move on. Parents have to drive long distances to take their children to skate parks.

**Why the PC should consider this proposal.** The group has researched options and taken advice from a Kintbury parish councillor where a similar project has been successfully implemented. The skateboard park would be designed to reduce noise by using bonded concrete which is quieter than skateboards on street surfaces. It would be sunk into the ground and surrounded with a grassy bank to further reduce any noise from the site. Skateboarding technology has moved on since the last initiative in the village and the proposed scheme would be barely visible and inaudible. There is not much in the village for younger people. Having a specific area for the skateboarders would benefit the whole community.

**Kintbury's Experience.** Despite initial fears and objections, the skate board park has been trouble free. It attracts few outsiders other than serious skate boarders, there is a good community atmosphere and the park is used by people aged 6 – 26. The Kintbury councillor has agreed to come and speak to the PC and show them the facilities in Kintbury. Antisocial behaviour has not been a problem and following the introduction of a skateboard park in Dorchester there was a 19% drop in antisocial behaviour overall in the town, with a 35% drop in the skate park area. The only problem Kintbury has experienced is some litter in the area. The young people proposed a bin in the centre of the park, built into the design, and said that they would undertake to be responsible for policing the area for litter. They also suggested that a water fountain would preclude the need to take drinks bottles to the site.

**Proposed location.** The young people are currently skateboarding after hours at the surgery, and have not received any complaints from local residents. They suggested the best place for the park would be on the land adjacent to the surgery, beyond the Whittonditch Play area.

**Planning and Funding.** To build the skateboard park properly would cost in the region of £80K. Grants are available and the group has a list of possible sources of funding from one of the skate park companies. The first piece of work, which would cost several thousand pounds, would be a full noise survey specific to the site, and work could not go ahead unless potential noise levels met the requirements.

**PC's Response.** The group were congratulated on an excellent presentation and the research work they had done in advance. Previous initiatives have failed because of objections from local residents, and it was suggested that the group needs to talk with local residents explaining their new proposal and showing how skate parks have changed. They should also consider how the area will be maintained and controlled in the longer-term. They should keep logs of where and when they skate. Grants are available from the Marlborough Area Board. The PC leases the suggested site from the Salisbury Diocese. The land would need to be restorable at the end of the lease (currently > 40 years), but the PC has no objections to subletting it. The Skateboard Group would need to approach the Diocese for permission to put a park on the site. **Action: Clerk to write to the Diocese in support of the project, copying in Mrs J. McQue.** In the meantime the PC is willing to pay for the Flyer to take the young people to a skate park outside the village once a week, providing they can find an adult to drive it.

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4. **The minutes of the meeting held on 16<sup>th</sup> May** were approved. Proposed – E. Hodgson, Seconded – R. Young.

5. **Matters arising.** None

### 6. NEW CORRESPONDENCE FOR DISCUSSION

A1060	06/06/16	Hills	Ramsbury's Best Kept Village Competition entry form was one of first 30 to be submitted, so voucher enclosed for 10 free bags of compost. Given to S. Glass
A1062	06/06/16	WC	Temporary closure of Back Lane from Knowledge Crescent to junction with Burdett Street for water main repairs. Order comes into operation on 29/06/16 with duration of 18 months. Closure will be required for 3 days
A1075	06/06/16	Citizen's Advice Bureau	Request for help with funding the service
A1083	06/06/16	Neighbourhood Plan Working Group	Accepting PC's offer to pay for hall rental for a village meeting, and for help with printing costs.
A1084	06/06/16	Mrs Fell	Her husband has not been able to contact PC with quote as he is unwell at present. S. Glass has asked if they can recommend anyone else to do the work.
A1085	06/06/16	Historic England	Is considering adding Ramsbury War Memorial for addition to list of Building of Special Architectural or Historic Interest. Wishes to know if the PC owns it. <b>Action: Clerk to respond</b> that the PC owns it by default as a Custodian Trustee, as it is not owned by the British Legion, the Church or the Memorial Hall.
A1091	06/06/16	Mrs M Cook	Thanking PC for initiating speedy action to have drain in Crowood Lane cleared
A1109	06/06/16	Messagemaker	Updated quote. Forwarded to Finance Committee
A1113	13/06/16	1 <sup>st</sup> Ramsbury Scout Group	Change to grant application – following meeting acoustic consultant, they have reconsidered benefits of sounds insulation scheme for which grant application was made and do not think there will be sufficient benefit from the expenditure. Would like to change grant application to new barbeque equipment at approx. cost of £600. Details forwarded to E. Hodgson and S. Glass. Change approved
A1117	13/06/16	Mr I. Barnes	(Via H. Lloyd) Bolstridge path is impassable. S. Glass has responded that path will be cut this week.
A1119	13/06/16	Messagemaker	Responding to query re changes to SIDS solar power unit specified in original quote. Prefer to err on side of caution with new calculation reflecting worst winter months for solar power. Forwarded to Finance Committee
A1121	13/06/16	Mr J. Peck	Resigning as a parish councillor because of pressure of work. Forwarded to S. Glass. <b>Actions: 1. Clerk to write to Mr Peck thanking him for his work for the PC. 2. Clerk to inform WC. 3. Clerk put up vacancy notices when they arrive</b>
A1125	13/06/16	Mrs P. Gardner	Dip in tarmac where water and mud gathers near front of Flat 1 Oakes House. S. Glass has inspected the site with Mrs Gardner and agreed that filling in the dip would potentially direct the water under the front door.
A1128	13/06/16	ARK	Happy with quotes submitted for work to be funded from Tesco plastic bag grants. Project must be completed and invoices submitted by April 2017. Also happy to provide volunteers to help with work.
A1131	13/06/16	ARK	Requesting leads to building trade contacts to help progress fire pit project for Scouts, funded from Tesco plastic bag grants

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A1133	13/06/16	Messagemaker	Has sign available to show LED brightness and build quality but it is different from those requested by the PC. Suggests a visit to Ramsbury to demonstrate the sign. Forwarded to S. Glass
A1139	20/06/16	WC	Planning statement re application for change of use of land at Knighton House from agricultural to equestrian. Also attached, presumably in error, is a planning application in Collinbourne Kingston. <b>Action: Clerk to give to S. Findlay</b>
A1141	20/06/16	Mr R. Wilson	Re horses on Springs Hill – he will speak to the owner of the horses re walkers’ concerns about their behaviour
A1142	20/06/16	Wiltshire Wildlife Trust	Work funded by Tesco plastic bag scheme will be undertaken at the end of August / beginning of September and materials needed will be ordered immediately.
A1159	20/06/16	Message Maker Displays ltd	Updated quote for Ramsbury & Minal SIDs and request for deposit. Filed with invoices. <b>Action: Formal invoice for deposit to be requested.</b>

### 7. COMMITTEE REPORTS

#### A Planning

Chairman: Susan Findlay

#### a. Planning Applications Processed since May 2016 Report

16/00119/FUL	<b>The House on the Hill, Hildrop Lane, Ramsbury</b> Amendments to approved elevations of barn being converted to dwelling (see 14/08822/FUL)
PC Comment WC	No objection
16/00690/VAR	<b>Whittonditch Farm, Whittonditch, Ramsbury</b> Removal of conditions 7,8 & 9 and variation of condition 2 of outline approval E/2013/0171/OUT – to allow for removal of required kerbed footway to highway and resurfacing of existing permissive path near Whittonditch crossroad and amended wording for condition 2
PC Comment WC	Objection being sent to WC with explanation that these conditions were not the terms requested by the Parish Council. The PC were asking for ‘softer’ pathways Waiting response from WC
16/00161/FUL	<b>Glenafon, High Street, Ramsbury</b> Replacement dwelling
PC Comment WC	Objected on grounds of size, position of new building, design and effect on Conservation Area and nearby listed buildings Applicants now sent Justification Statement to WC. Our views have not changed.
16/02199/FUL	<b>Park Farm, Ramsbury</b> Construction of an agricultural farm track partly retrospective
PC Comment WC	No objection
16/02854/FUL	<b>Pudding Cottage, 17 High Street, Ramsbury</b> Loft conversion/extension to form additional bedroom with en suite
PC Comment WC	No objection
16/00962/TPO	<b>18 Isles Road, Ramsbury</b> Lift crown of Lime tree by app. 5 metres about ground level. Crown clean removing dead wood.
PC Comment WC	No objection. But mentioned the tree is in the conservation area. Approve with conditions
16/03573/FUL	<b>34 Ashley Piece, Ramsbury</b> Two storey extension to provide extended kitchen & dining area with improved access to garden on ground floor together with additional bedroom space at first floor.

PC Comment WC	No objection Withdrawn
16/01700/FUL	<b>Ramsbury Football Club</b> Single storey extension
PC Comment WC	No objection Approve with conditions
16/04782/FUL	<b>32 Ashley Piece, Ramsbury</b> Proposed two-storey front extension and associated internal alterations.
PC Comment WC	In circulation
16/04499/FUL	<b>Preston Farm House, Preston, Ramsbury</b> Two extensions to the North/East side of the building. One to provide an 'Oak Room' including reworked land contours to accommodate. The other to provide a replacement stair to first floor with Chapel 'the Priest Hole' under.
PC Comment WC	In circulation
16/05665/TCA	<b>14 Burdett Street, Ramsbury</b> Fell Hazel Tree
PC Comment WC	
16/05702/TCA	<b>The Cedars, Scholards Lane, Ramsbury</b> Fell 1 Norway Maple, 2 Lawson Cypress and 1 Beech
PC Comment WC	

- b. **Neighbourhood Plan.** Nothing to report.

#### B Finance

**Chairman: Erica Hodgson**

- a. **2015-6 Internal Audit Report.** This noted the PC's more proactive approach to budget monitoring. It made some suggestions for future practice: quarterly check and signature by finance committee member on bank reconciliations; changing the standing orders to reflect the new practices; using the Single Supplier Justification process when it proved too difficult to get 3 quotations for spending > £500; taking unexpected income from the current financial year into account when calculating the precept for the following financial year. **Action: Clerk to purchase gift for the auditor.**
- b. **Annual Accounts for approval.** S. Glass proposed approving the accounts statement contained in the Annual Return and S. Smith seconded it. All in favour – approved. Action: Clerk to send the accounts to the external auditor (Update - done). S. Arnold was thanked for her work on the annual accounts. **The Annual Accounts Return can be viewed online via:**  
<http://www.ramsbury.org/contentdata/ParishCouncil/notices/Accounts2015-16.pdf>
- c. **No Overnight Parking' Sign for old recycling area near Surgery.** Action: S. Glass to investigate obtaining a sign.
- d. **Change to Standing Orders** The following changes were proposed by D. Barnett, seconded by R. Young and approved by all present. 1. Section 5 – Cheques: Remove requirement that that a member of the FC should sign the schedule of payments that is filed with the vouchers. Add *One of the signatories must confirm that the sum to be paid matches the amount on the agenda and late sheet for that meeting.* 2. Section 12 – Financial Reporting: Remove requirement that the Finance Committee Chairman should sign monthly reconciliation reports. Add *A reconciliation report should be produced by the clerk every quarter and signed by the Chairman of the Finance Committee.*
- e. **BACS payments** – see item 10

#### C Rights of way.

**Chairman: Terry Brown**

- a. **Mill Lane Bridges.** This is now part of the ARK project and reports on the area are awaited.

#### D Play Areas and Seats.

**Chairman: Simon Smith**

**Axford Play Area.** The staff member who provided the first quote has left the company and the sales manager who subsequently visited said the original quote is not viable as new regulations and the position of the swings had not been taken into account. He has now measured the site and a quote is awaited. Meeting with 4 further

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companies have been arranged. It was suggested that the PC itself could undertake refurbishment of the existing swings it, and a basket awing could be purchased. **Action: S. Smith to discuss with supplier.**

### **E Emergency Committee.**

**Chairman: Diann Barnett**

**Emergency Plan.** This is being updated. A new street warden is needed for Knowledge Crescent. **Action: D Barnett to pursue finding new street warden and then to send the updated plan to Emergency Committee**

### **F School Governor**

**S. Findlay**

**Roll.** Reception Class for next year is full.

**SATS.** These have been completed.

**Residential Visits.** Classes 3, 4, 5 & 6 have taken part in these.

**Sport.** There has been more success at County level.

**Eisteddfod.** 76 children took part in reciting poetry, playing musical instruments and singing.

**Position of School Governor.** There is no longer a requirement for the governing body to have a Parish Council nominated governor. Mrs Findlay is still serving as a governor, in a non-PC capacity. **Actions: 1. Clerk to remove Governor's report from future agendas. 2. S. Findlay to request that the PC is added to the distribution list for the School Newsletter.**

### **G Recreation Centre.**

**George Hawes**

**a. Fundraising.** Nearly £10K from the £20K raise at the Auction of Promises has been donated to village organisations.

### **H Policy Committee.** Nothing to report

**Chairman: Sheila Glass**

**Public Forum.** None

### **8. Axford.**

**a. Superfast Broadband.** Nothing further to report

**b. The Red Lion.** The piece of land for sale remained unsold at a recent auction.

**c. Vandalism** – see item 23.c

**9. Marlborough Area Board.** James Sheppard is the new chairman.

**10. Chairman's Forum.** While more suppliers now prefer BACS payments, there is an issue when PCs requiring multiple signatures on cheque payments want to implement BACS payments. **Action: S. Glass to send a query to members asking how other PCs manage this.**

### **11. CATG Meeting.**

**a. Speed Indicator Devices (SIDS).** The purchase of 5 signs from Messagemaker as per their quotation was proposed by S. Findlay and seconded by G. Fearon. All in favour. The lead time from ordering is 6 – 10 weeks. They will be delivered to Ian Spanswick at TLG for installation. **Action: Clerk to send deposit.**

**b. 20mph signs.** The job has been prioritised and the signs will be installed in the next 3 months. Highways were unable to find a suitable position for the installation of a sign at Burdett Street. It was agreed that the Scheme should go ahead without this sign.

**c. Report of meeting of 16/06/16.** Matt Perrott is the new Highways Engineer for the area. The new chairman is Jemima Milton. Next Meeting is on 16/06/16

**12. Parish Steward Scheme.** The new scheme will start in October and S. Glass will be the PC's contact. The stewards will undertake the same duties as they did in previous schemes e.g. clearing culverts, trimming encroaching vegetation, sanding and painting barriers, graffiti & fly poster removal, clearing footways and carriageways, hand-digging gullies, extra grass-cutting where overgrowth is a safety issue etc. S. Glass will submit a jobs list and they will do 5 priorities from the list first, with additional items if time allows.

**13. Pre-School.** Nothing to report.

**14. Post Office.** Nothing new to report.

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**15. Website. Actions: 1. D. Leake to consult J. Causebrook on the mechanism for partially automating 'What's On' updates Action: 2. S. Arnold to provide initial information for the home page and PC's pages plus external links to D. Leake by 18/07/16.**

**16. ARK Projects.**

**Update** – See Item 6 no's A1128, A1131 and A1142. In addition, there will be scope for local volunteers to get involved in the river restoration work at Ramsbury Triangle.

**17. Library.** There have been some changes in WC personnel.

**18. Allotments.** No report **Denise Edwards**

**19. Telephone Kiosks.** See item 6. 1084 **Graeme Fearon**

**20. Nature Reserve.** **Chris Morgan**

**a. Damage to step.** A resident has informed the PC that coals from a disposable barbeque fell on a step by the river. The step will be made good.

**b. Boardwalk.** Concern was raised that a part of the plastic edging of the walkway is damaged. **Action: R. Young to ask C. Morgan to raise the issue with Wiltshire Wildlife when they do the work to create a dipping pond.**

**21. Tree Lights.** Nothing to report.

**22. Queen's 90<sup>th</sup> Birthday Celebration.** The celebration on 12<sup>th</sup> June was marked in Ramsbury by Open Gardens, bunting, Union Jacks and red, white and blue flowers in the Square and roses crocheted by the WI on the tree.

**23. Vandalism.**

**a. Axford.** A car has been keyed and moped damaged during an attempted theft.

**b. Agricultural premises outside Ramsbury.** £3K of equipment has been stolen. **Action: Clerk to add to vandalism register.**

**24. Memorial Hall.** A new online booking system has been implemented. It shows availability of the Hall and allows booking requests for available slots to be submitted. See the village diary for the link to the new system.

**25. Memorial Garden.** Having spoken to the Ramsbury Branch of the British Legion the PC proposed to accept the Legion's offer of payment towards maintenance of the Memorial Garden by annual standing order. S. Glass proposed a sum of £200 per annum and all agreed. **Action: Clerk to write to British Legion.**

**26. Public Conveniences.** Nothing to report.

**27. Kennet Triangle.** See item 16.

**28. Patients' Rep.** Nothing to report **George Hawes**

**29. Accounts for Payment**

Ref	Item	Total	VAT	S137	Incl in budget
I2511	British Gas- Electricity for Public Conveniences. (DD2) Account £5.63 in credit	29.00	1.38	No	Y
I2512	PlusNet - Broadband Service(DD4)	12.99	2.16	No	Y
I2513	S. Arnold – Clerk's salary April – June 2016	1450.00	0	No	Y

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I2514	Mrs J. Talmage – replacement for cheque 1633 for allotment rent which has been lost	600.00		0	No	Y
I2515	Wiltshire Wildlife trust – Annual rent on Nature Reserve	10.00		0	No	Y
I2516	Community First – Annual membership subscription	36.00		0	No	Y
I2517	Community Heartbeat – replacement battery for defibrillator – funded from ring-fenced funds	205.00		0	No	N
I2518	Midway Stores – Newspapers for Library w/e 23/04/16	2.50		0	No	Y
<b>S137 Grants 2016-67</b>						
I2519	Ramsbury School PTA	500.00		0	Yes	Y
I2520	Ramsbury Pre-School	500.00		0	Yes	Y
I2521	Scouts, Cubs and Beavers	450.00		0	Yes	Y
I2522	Silver Band	225.00		0	Yes	Y
I2523	Meals on Wheels	250.00		0	Yes	Y
I2524	Baby & Toddler Group	100.00		0	Yes	Y
I2525	Axford Village Hall	500.00		0	Yes	Y
I2526	Junior Football Club	250.00		0	Yes	Y
I2527	Memorial Hall	500.00		0	Yes	Y
I2528	Bowls Club	312.00		0	Yes	Y
I2529	LINK	300.00		0	Yes	Y
I2530	Tennis Club	500.00		0	Yes	Y
I2531	PCC Grass Cutting & Axford Churchyard	700.00		0	Yes	Y
<b>TOTAL S137 Grants</b>		<b>5,087.00</b>				
I2532	Midway Stores – Newspapers for Library w/e 30/04/16 – 11/06/16	17.50				
I2533	The Community heartbeat Trust – replacement defibrillator for Mill Lane (£500 + £25 carriage from ring-fenced funds)	525.00		0	No	N
I2534	D. Arnold – 2 boxes of computer paper	62.90		10.48	No	Y
I2535	S. Glass – mileage for Parish Stewards meeting in Chippenham	33.72		0	No	Y
I2536	S. Glass – White petunias for tubs in Square	7.45		1.24	No	Y
I2537	Mrs J. Webster – office cleaning 15/03/16 – 17/06/16	30.00		0	No	Y
I2538	C. Morgan – fuel for brush cutter	5.70		0.95	No	Y
I2539	Messagemaker Displays Ltd – Deposit for SIDs	8,581.08		1,430.18	No	Y

**Total payments = £16,095.84 of which £1,446.39 is VAT.** Proposed D. Barnett, seconded – S. Findlay. All in favour.

NB. This figure does not include Item I2514 which was accounted for in the December 2015 expenditure. It also includes a correction to items I2518 and I2532

### 30. Payments Received

R418	Santander – Interest on Business Savings account on 01/06/16	19.60	01/06/16	Direct Transfer	
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### 31. TOTAL PAYMENTS RECEIVED = £19.60

**30. Bank Balance**      ON 03/06/16 CURRENT ACCOUNT **£24,792.15**  
    ON 06/06/16 BUSINESS SAVINGS ACCOUNT - **£51,454.26**

These figures include ring-fenced funds of £805.46 from defibrillator fund, plus allocated budget for year, funds for long-term capital projects and contingency.

**DATE OF NEXT COUNCIL MEETING**

**MONDAY 18<sup>th</sup> July 2016**

**at 7.45pm**

**in**

**RAMSBURY MEMORIAL HALL**

**YOU WILL BE VERY WELCOME - PLEASE COME**

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