

RAMSBURY & AXFORD PARISH COUNCIL

Clerk to the Council: Sue Arnold c/o Parish Council office, Memorial Hall, High Street, Ramsbury
Tel no. 01672 520045 (answerphone)
E-mail parishcouncil@ramsbury.org

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MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 19th SEPTEMBER 2016 in Ramsbury Memorial Hall

PRESENT: Diann Barnett, Denise Edwards, Graeme Fearon, Susan Findlay, Erica Hodgson, Sheila Glass (Chairman), George Hawes, Helen Lloyd, Simon Smith, Michael Waite, Sue Arnold (Clerk) and 3 members of the public.

1. **Apologies for absence for approval:** Terence Brown, Chris Morgan, Ron Young. Approved.
2. **Disclosures of interest:** Susan Findlay - Item 5 no A1355 and Item 16.
3. **The minutes of the meeting held on 15th August** were approved. Proposed – G. Hawes, Seconded – D. Edwards.
4. **Matters arising.** None

5. **NEW CORRESPONDENCE FOR DISCUSSION**

A1308	29/08/16	Lloyds Commercial Finance	Copy of letter to Rhino Play Ltd confirming that they need to raise an invoice for the fireman's pole, which was omitted from the original details sent to Lloyds Commercial Finance. Not yet received.
A1309	29/08/16	WALC	Details of Training Course on Planning from the Local Perspective. Forwarded to all Councillors. Action: Clerk to book a place for D. Barnett (done).
A1311	29/08/16	WC	Details of Parish Emergency Assistance Scheme 2016 – 7. Forwarded to D. Barnett & S. Glass
A1318	29/08/16	Claire Perry MP	Acknowledging PC's e-mail re lack of provision of superfast broadband to Axford
A1329	29/08/16	North Wessex Downs AONB	Offering a presentation on AONB to the PC. Forwarded to S. Glass
A1327	29/08/16	WC	Public meetings open to all to discuss future challenges and priorities. Nearest is on 27/09/16 at the Corn Exchange, Devizes at 5.30. Forwarded to all councillors
A1340	12/09/16	WC	Asking if PC has emergency plan, if PC has subscribed to PEAS Scheme, and if PC has adequate gel sac stocks. S. Arnold and D. Barnett have responded with info requested.
A1342	12/09/16	Mr A Woodford	Low branches on bridleway RAMS3 make it difficult for riders to duck under them. Forwarded to T. Brown and S. Glass. Ramsbury Estates have confirmed that they will clear the path this week. Action: Clerk to respond to Mr. Woodford.
A1346	12/09/16	D. Oliver Tree Surgeons	Responding to PC's request for quote to install tree lights. They would need to get a cherry picker and do not think it would be economic for the PC. One other quote has been received and a second is awaited.
A1349	12/09/16	Claire Perry MP	Tour of Houses of Parliament and Q & A Session for local community volunteers on 12/10/16. Cost is £18 for coach, pick-up in Marlborough & Hungerford. To apply fill in form found at https://docs.google.com/forms/d/e/1FAIpQLSfGF02bRGLrJa6H9nnqoa7tce6xYLhz ajfApJR_QNzSPbiSQ/viewform

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A1352	12/09/16	WC	Licensing Act – Variation Application - Crown & Anchor. To extend alcohol sales hours by 1 hour to midnight on Mondays to Saturdays and by half an hour to 11pm on Sundays, and to include live and recorded music for the same hours. It also includes non-standard times for Christmas Eve and New Year's Eve. The consultation ends on 03/10/16. Action: S. Findlay to find out if neighbours have been informed.
A1355	12/09/16	ARK	Update on 'Tesco bag money' projects. Volunteers are needed for work on Kennet Triangle on Wed 5 th October, 10am – 4pm. Scout's fire pit, hedging at Rec. Centre and works on path to Mill Lane bridges are all going ahead. Hedges adjacent to the Mill Lane bridges path have been cut back, and in the first instance a sleeper is to be installed on the other side of the path and back filled, to give a flatter approach to the bridges.
A1356	12/09/16	Mr K. Dennis	Site clearance in preparation for repair of wall at Knap Cottage will start on 26/09/16. Although WC had said it could not expedite the planning application associated with this work, they did, by giving approval as soon as the consultation period ended.
A1366	19/09/16	Mr J. Watts	Mr Watts is a horse rider and concerned that the national speed limit sign that denotes the end of the 20mph area in Loves Lane will result in more accidents. Forwarded to S. Glass. Loves Lane has always been a national speed limit road. However the PC has asked WC to install a ' <i>pedestrians in road</i> ' sign on the post below the de-restriction sign. Action: Clerk to write to Mr Watts. The PC noted that the sign 20mph sign for traffic entering the village from Loves Lane has not been installed. WC has been informed. The PC has also drawn WC's attention to the sign at the junction of Back Lane and The Square, and requested that a dog-leg bracket is used to increase its visibility. The suggestion of having 20mph roundels painted on the road surface was discussed. Actions: 1. S. Glass to talk to WC about possibly of painted rounds on the road. 2. S. Glass to publicise the 20mph area in the Village Diary & Parish Mag. 3. S. Findlay to ask the School to publicise the area via parentsnet.
A1367	19/09/16	Mr B. Tottenham	Invitation to S. Glass to read lesson at Remembrance Day Service and update on the British Legion Club which is developing a programme of fund raising events and improving facilities to attract more ladies. Forwarded to S. Glass
A1368	19/09/16	Mr A. Luke	Congratulating PC on implementation of 20mph area in Back Lane and asking for similar restriction in the High Street and 'Unsuitable for Heavy Vehicles' signs at top of Oxford Street. Forwarded to all councillors. Action: Clerk to write to Mr Luke explaining the background to get the 20 mph area, and restrictions on installing further areas. The PC has asked WC several time for signs restricting lorries at both ends of the C6 and that the requests have been refused on the basis that there are too many access points along the route and legitimate large vehicles needing access.
A1373	19/09/16	Historic England	Notification of addition of Ramsbury War Memorial to List of Buildings of Special Architectural or Historic Listing – Grade II.
A1374	19/09/16	WALC	Newsletter and additional documents, including funding info and update on regulations concerning PC Information Publication Schedule. Forwarded to S. Glass & E. Hodgson. Actions: 1. Clerk to review this document to ensure PC's compliance. 2. Clerk to arrange for publication schedule to go on the website. Councillor Training day on 12 th November, 9.30 – 3.00 at Rushall. Action: Clerk to book a place for S. Glass.
A1379	19/09/16	Mrs L. Nemeth	20mph in Back Lane has not made much difference – how is it to be policed? Forwarded to S. Glass. S. Glass has spoken to the Police and requested a speed check.

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A1382	19/09/16	Environment Agency	Requesting historic reports, photos and local knowledge of groundwater flood issues. Response address- floodwessex@environment-agency.gov.uk Forwarded to Emergency Committee. Actions: 1. Clerk to put posters on notice boards. 2. Clerk to respond identifying Lamplands and request photographic evidence from Mr P. Perkins
A1385	19/09/16	Mr & Mrs Madden	Copy of letter sent to WC re breaking up of road surface in The Paddocks.
A1387	19/09/16	Mr C. Payne	Application to be co-opted as a Parish Councillor. Forwarded to all councillors. Action: 1. Councillors to provide comments to S. Glass prior to the next meeting.

6. COMMITTEE REPORTS

A Planning

Chairman: Susan Findlay

a. Planning Applications Processed since August 2016 Report

16/00119/FUL	The House on the Hill, Hilldrop Lane, Ramsbury Amendments to approved elevations of barn being converted to dwelling (see 14/08822/FUL)
PC Comment WC	No objection
16/06315/FUL	7 The Square, Ramsbury Change of use from Class A2 (business use) to Class C3 (residential)
PC Comment WC	Following a public meeting we asked that the building should be more widely advertised as business premises in the hope that someone would come forward to buy it as Class A2. We did not want to see one of the last commercial buildings in Ramsbury disappear from use. Approve with conditions
16/06249/FUL	8 Ashley Piece, Ramsbury Single Storey Rear Extension
PC Comment WC	No objection Approve with conditions
16/07698/FUL	Woodvale, Whittonditch Road, Ramsbury Construction of a dormer window in the front elevation to facilitate additional accommodation in the roof space. Proposed single storey rear extension
PC Comment WC	No objection
16/07474/LBC 16/07478/FUL	Knap Cottage, Scholarads Lane, Ramsbury Re-build damaged retaining wall
PC Comment WC	No objection Approve with conditions
16/07451/FUL	Hollyhock Cottage, 21 Union Street, Ramsbury Single Storey Side Extension
PC Comment WC	No objection
16/07703/TCA	Flint House, High Street, Fell Maple Tree
PC Comment WC	No objection
16/08461/FUL	Cutnights Cottage, Ramsbury Single storey pitched extension to front of cottage, reconfiguration of internal layout and addition of dormer windows to rear elevation and slight adjustments to fenestration.
PC Comment	In circulation

- b. **Neighbourhood Plan.** The group has recognised that it does not have enough people involved to enable progress at present, so is going to look for more expertise. It was suggested that the group could use the Village Organisations event on 11th March 2017 to publicise a Neighbourhood Plan. Mr Whimster

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suggested that a smaller project than a full Neighbourhood Plan might be possible. In the meantime it was reported that legislation for a new Neighbourhood Planning Bill is likely to be introduced.

B Finance

Chairman: Erica Hodgson

- a. **2017 – 8 Budget.** The first budget planning meeting has taken place, with the aim of keeping the budget cost neutral. There will be an allocation in the budget for pavement repairs where WC has no funding to undertake the work, but the PC cannot allocate funds for repairs to the Highway. **Action: S. Glass to find out if the PC is allowed to install dropped kerbs when doing pavement repair work.** Provisionally £10K has been allocated for additional play equipment in Ramsbury though alternative projects could be considered. **Action: Councillors to send E. Hodgson any further suggestions for capital spending.**
- b. **Volunteers' Event.** Many residents volunteer for all sorts of different things in the village with little recognition for the work done. It was proposed that the PC should budget up to £200 to fund a social evening for all volunteers in The Memorial Hall on Saturday 4th February. All agreed.

C Rights of way.

Chairman: Terry Brown

- a. **Mill Lane Bridges.** See item 5 no A 1355.
- b. **Seven Bridges.** S. Glass has had a meeting with the Estate Manager at Howe Mill. He has agreed to look at the approach to the first bridge which is on Howe Mill Land. **Action: S. Glass to check ownership of land where a second bridge is in need of repair.**
- c. **Crowood Estate.** Overgrown paths have been cleared.

D Play Areas and Seats.

Chairman: Simon Smith

- a. **Axford Play Area.** The completed play area is being well-used. Childminders in Axford are being encouraged to book the hall and use the area. 7 fence posts around the area are in need of replacement. **Action: S. Smith to get prices for replacements. Seats.** Grass and branches around the seat towards the Crowood Lane end of Swan's Bottom needs cutting back. **Action: S. Glass to clear vegetation.**
- b. **Whittonditch Play Area.** The goal post at Whittonditch needs replacing. **Action: S. Smith to look for a more substantial replacement that can still be moved for mowing.**

E Emergency Committee.

Chairman: Diann Barnett

- a. **Emergency Plan.** **Action: S. Glass and D. Barnett to update the plan including the lists of emergency wardens and first aiders.**
- b. **Facebook.** A Community Page <https://www.facebook.com/Ramsbury-Axford-Parish-Council-289937351366425/?fref=ts> has been set up with the intention of using it for updates to residents in emergencies such as flooding or winter road closures. Residents should note that it is not intended as a forum for passing other issues / comments to the Parish Council, and that the PC will not respond to messages to the page. Please use e-mail or phone to communicate with the PC on any other matter. **Action: S. Glass to publicise in diary and Parish mag.**

F Recreation Centre.

George Hawes

The Committee will not meet until September

H Policy Committee. Nothing to report

Chairman: Sheila Glass

Public Forum. No items were raised.

7. Axford.

- a. **Fête.** The fête on 20th August raised £783 despite very wet weather.
- b. **Telephone Kiosk.** This has been set up as a book exchange with a temporary bookcase at present. Shelves are to be installed. .
- c. **Superfast Broadband.** Nothing to report.
- d. **The Red Lion.** The Community Asset period has now ended and the pub is up for sale. **Action: S. Glass to ask WC Planning how much relevance was placed on the statement in the associated planning application for permission to sell part of the pub's land that the funds raise would be used to support the pub business. She will also be asking how stringently conditions imposed on the approval of planning applications are monitored.**
- e. **Work at entrance to new houses.** Debris has been dumped on the roadside and not removed. **Action: D. Barnett to find out who did the work and what it entailed.**

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- f. **Hedges around the 30 mph sign at Axford.** These have been cut back to increase visibility.
8. **Marlborough Area Board**
- a. **Next meeting is on 27/09/16.** The theme is Planning. **Action: S Glass to raise queries as in 7.d. above.**
9. **Chairman's Forum.** Nothing to report
10. **CATG**
- a. **Speed Indicator Devices (SIDS).** These were not delivered in w/c 11/09/16 as expected, as their backs had not been painted. They are now expected by 23/09/16.
- b. **20mph signs.** These have now been installed – see Item 5 no A1366 above.
- c. **Funding.** There is practically no money available for Highway Maintenance, but CATG has some money available for small projects.
11. **Committees.** The Planning Committee needs an additional member. **Action: Clerk to put on October agenda.**
12. **Parish Steward Scheme.** Priorities for work when the scheme gets under way in October have been submitted as follows:
- Gutters in Newtown Road
 - Painting the rails at The Knap & bridges
 - Removing small bushes on the Knap bank
 - Cutting hedge at the bottom of Isles Road.
- Action: S. Glass to add repair of hole at bottom of Union Street to the list.**
It was noted that blocked drains can be reported by anyone using the MyWiltshire app.
13. **Pre-School.** Nothing to report.
14. **Post Office.** Nothing to report.
15. **Website.** There is a meeting with D. Leake on 21/09/16.
16. **ARK Projects.** Volunteers are needed – see Item 5 no A1355 above.
17. **Library.**
- a. **Library Survey.** S. Findlay presented the results of the 2015 Libraries Survey. Ramsbury Library was placed 1st or 2nd in all the categories evaluated.
- b. **Volunteers.** The Library needs more volunteers – drop in for more information.
18. **Allotments.** **Denise Edwards**
One plot has been handed over to new tenants. The waiting list is now empty.
19. **Telephone Kiosks.** **Graeme Fearon**
Axford Kiosk - See Item 7.b.
20. **Nature Reserve.** **Chris Morgan**
Work on the dipping platform will begin on 24/09/16
21. **Tree Lights.** One quote has been received and another is expected. **Action: S. Glass to check existing lights are working.**
22. **Vandalism.** Beer bottles were left in the High Street, including one placed under the tyre of a car.
23. **Memorial Hall.**
- a. **Loos.** New basins, lever taps, work surfaces and splashbacks have been installed in both loos.
- b. **Website.** This is about to go live.
24. **Memorial Garden.** The old bedding will be cleared and re-planted in the next few weeks.

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25. Public Conveniences.

- a. **Overflow.** This is dripping. **Action: S. Glass to arrange for a plumber to look at it**
- b. **Vegetation around the building.** This has now been cleared.

26. **Kennet Triangle.** ARK work will take place on 05/10/16.

27. Patients' Rep.

George Hawes

- a. **Shingles and Flu vaccinations.** These are about to start.
- b. **Dispensary.** A new IT system has been installed and has caused some teething problems.
- c. **Staff.** There are 2 new nurses.
- d. **Missed Appointments.** 'Did Not Attend' figures (where patients do not cancel an appointment and do not attend) were high at over 100 missed appointments per month in May, June and July, though there was a slight improvement in August. It was noted that those booking via the Surgery's website do not receive a text message reminder, as do people booking in person or by phone. **Action: G. Hawes to raise this at next meeting.**

28. Accounts for Payment

Ref	Item	Total	VAT	S137	Incl in budget
	British Gas- Electricity for Public Conveniences. (DD2) (from Dec 14 – Nov 15). Account is £20.44 in credit	29.00	1.38	No	Y
I2558	PlusNet - Broadband Service(DD4)	12.99	2.16	No	Y
I2559	S. Arnold - 24 x 2 nd class stamps and envelopes	15.35	0	No	Y
I2560	S. Arnold – Clerk's salary July- September 2016	1,450.00	0	No	Y
I2561	Mrs J. Webster – cleaning office 24/06/16 – 19/08/16	22.50	0	No	Y
I2562	D. W. Oliver – tree work and removing tree lights	360.00	60.00	No	Y
I2563	TLG – Cleaning public conveniences January- March 2017	836.56	139.43	No	Y
I2564	R.A. Copp – cutting back vegetation from behind public conveniences and removing cutting from site	50.00	0	No	Y
I2565	Midway Stores – Newspapers for Library w/e 16/07/16 – 03/09/16	20.00	0	No	Y
I2566	S. Arnold - 1 & 1 Internet website hosting 19/09/2016 – 17/03/2017	64.73	10.79	No	Y
I2567	D. Arnold – Ink cartridges for HP Colour printer	39.96	6.66	No	Y
I2568	Santander – charge for lost statement	4.00	0	No	N

TOTAL PAYMENTS = £2,905.09 of which £220.42 is VAT. Proposed – E. Hodgson, seconded – Helen Lloyd. All in favour.

29. Payments Received

R442	Ab Fab Loos – reimbursement of overpayment on Invoice no I2502	2.00	31/08/16	Direct Transfer
R443	Santander – Interest on Business Savings account on 01/09/16	8.00	01/09/16	Direct Transfer

TOTAL PAYMENTS RECEIVED = £10.00

30. Bank Balance ON 03/09/16 CURRENT ACCOUNT **£12,679.63**

ON 06/08/16 BUSINESS SAVINGS ACCOUNT - **£31,490.27**

These figures include ring-fenced funds of £778.86 from defibrillator fund, plus allocated budget for year, funds for long-term capital projects and contingency.

DATE OF NEXT COUNCIL MEETING

MONDAY 17th October 2016

at 7.45pm

in

RAMSBURY MEMORIAL HALL

YOU WILL BE VERY WELCOME - PLEASE COME

Residents are reminded that they can automatically receive agendas & minutes of monthly PC meetings by email. Contact parishcouncil@rambury.org if interested.

ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC