

RAMSBURY & AXFORD PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 19th June 2017 in Ramsbury Memorial Hall

PRESENT: Diann Barnett, Denise Edwards, Sheila Glass (Chairman), George Hawes, Erica Hodgson, Helen Lloyd, Christopher Payne, Ron Young, Terence Brown, S. Arnold (outgoing Clerk), G. Woodward (new Clerk), Graeme Fearon, and 4 members of the public, reducing to 1 after the pre-school presentation.

1. APOLOGIES FOR ABSENCE FOR APPROVAL:

Chris Morgan and Simon Smith

2. DECLARATION OF ACCEPTANCE OF OFFICE BY COUNCILLORS ELECTED UNOPPOSED:

T. Brown and G.Fearon accepted the office of Parish Council member for the new council.

3. DISCLOSURES OF INTEREST:

There were none.

Not on the Agenda:

Special report on Ramsbury Pre-School:

Trudi Taylor and Avril Finn attended the meeting to give an up-to-date presentation of the Ramsbury pre-school situation. The Ramsbury Week fundraising events in June were extremely successful with the Ridgeway Walk raising £10,000 and the Shoot, Country Fair, Sportif (cycle ride which it is hoped will take place every year), Magic concert and the Ball raised £200,000. When this amount has been added to the existing funds of £155,000 it means that building work can begin. The pre-school committee are talking to two contractors this week to obtain a final and best price and then building will start at the end of July hopefully with an estimated build time of 9 months. Thanks were given to the Eliot-Cohens and Ian Smith for all their efforts with the Ramsbury Week. T. Taylor reported that there was a possibility of a £75,000 shortfall but that this could probably be covered with a grant.

Ron Young raised his concern about the existing level of traffic in Isles Road with this only getting worse once the new school building is operational. He wanted assurance that once work had begun that it would carry on to its completion with no stopping and starting. It was agreed that the parking issue needs further discussion.

Erica Hodgson asked for confirmation of the pre-school open times ie won't be longer than normal school hours, and also why the building was going to cost as much as it is. T. Taylor responded there are many reasons for this not least there are conservation orders on some of the trees which need to be accommodated, the type of build, drainage requirements, etc.

C.Payne reasoned that in reality there was no solution to the traffic problems and D.Edwards was still concerned about the lack of primary school places for village children attending the pre-school.

4. MINUTES OF THE MEETING HELD ON 15th MAY 2017:

The Chairman asked if there were any amendments to any of the pages before approval.

C. Payne asked if the sentence on page 1310 point 18 action point 1) '**councillors are asked to approach people leaving bins permanently on the street to ask them to move them from view between collections**' was actually a true reflection of the discussion. He didn't think it was and wanted the wording removed. After further discussion when 5 people thought it should be deleted, and 4 thought it was accurate and should remain, it was agreed to amend the minutes and remove the wording. However it was agreed that S. Glass should still put an article about the bins in the Diary and Whitton Ways.

The May Minutes were approved following the deletion of the wording described above in Item 18.
Proposed – D. Edwards, Seconded – E. Hodgson.

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5. NEW CORRESPONDENCE FOR DISCUSSION:

A2046	30/05/17	Santander	Change of signature form. Action: Finance Committee to complete.
A2053	30/05/17	Messagemaker	Options for Maintenance – 1: upgrade of two years’ warranty to two years’ on site maintenance - £945.00 p.a; 2: On site call-out during 2 year’s warranty - £315 per call, £315 being the half day rate which they expect to be sufficient for most problems. Action: accept the PAYG option.
A2058	30/05/17	Mr Hibberd	Asking from information on ownership of track from surgery to behind his house as access is sometimes blocked by vehicles, and asking if he can take fence down to make access to rear of his house easier. Responded – track is thought to belong to Aster, so PC cannot give permission for removal of fence. Suggests he contacts Aster. Mr Hibberd responded with query about the ownership of the fence that could be removed. Action: Mr Hibberd has been advised to contact Wilts.Council. Wilts Council have confirmed ownership of the fence.
A2060	05/06/2017	Mr R Daniel	Query – does PC set own precept level to match local demand for services? Action: Clerk has responded – yes.
A2062	05/06/2017	ARK	Would PC be in favour of possible project to improve millstream riverbank to improve riverbed for discussion at June meeting. Action: PC in favour. Adders have been seen in the Triangle and notice about this is required either end. S. Glass to talk to ARK. Update: S. Glass has put up notices..
A2064	05/06/2017	Wilts Council	Offer £1,000 funding towards play areas in Ramsbury & Axford - S. Glass has responded asking if funding would cover maintenance. Action: nothing further as Ramsbury play areas do not meet the funding criteria.
A2073	05/06/2017	Ms E Fowler	Email asking if PC’s 30 th May Planning Meeting can be brought forward. Action: Clerk responded not possible but any comments will be submitted by deadline.
A2086	05/06/2017	Mrs S Evans	Re flooding problems near Harbrook, they will clear out their drainage channels. Action: the Parisioner has already dug out the channels.
A2089	05/06/2017	Plusnet	Notice that broadband usage exceeded and further 1GB added at charge of £1.25 to be added to invoice. Action: PC to review contract and increase broadband to unlimited.
A2094	05/06/2017	Cllr Shepherd	Not aware of any Enforcement Notices in Axford at the moment. S. Glass responded. Action: work stopped for a week on house next to the pub but has now resumed. Following a complaint to WC the roof angle was changed but is still higher than it should be. Definition of a minor amendment needs to be clarified. SG to check again with James Shepherd/WC Planning Dept.
A2097	12/06/2017	MS R. Winter	Initial report on internal audit, and help on correctly producing new reconciliation report required by Grant Thornton. Clerk has corrected and commented on issues raised. Action: All councillors have had a copy .
A2100	12/06/2017	Ramsbury Surgery	Requesting information on ownership of land on the Surgery access road as there is a blocked drain. S. Glass has responded, referring then to Salisbury Diocese. Action: confirmation that the Diocese is responsible.
A2102	12/06/2017	Santander	Apologies for not sending PC’s current account statement by post as usual because ‘the other holder on the account has chosen to receive paper free communications’. This is not so, but bank statements are being sent by post. Action: mixup with Clerk’s personal credit card but discussed elsewhere in minutes.
A2107	12/06/2017	Wilts C	Asking Planning Enforcement to register complaint in S. Glass’s name that houses at Whittonditch are being offered for sale before the footpath associated with planning permission has been constructed. Action: Confirmation received that footpath to be built in next few weeks.

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A2108	12/06/2017	MAB	Funding on offer from SSE for time of emergency or weather incidents. Forwarded to S. Glass, E. Hodgson and D. Barnett No action required.
A2113	12/06/2017	British Legion	Will prepare formal letter explaining arrangements and make arrangement to transfer funds to PC for community use. Action: confirmation that funds will be transferred.
A2118	12/06/2017	Wilts C	Confirmation that invoice for Public Open Space payment for £5,000 re Whittonditch farm has been raised.
A2121	12/06/2017	Mr H. Watson	Copy of letter sent to WC re their lack of action regarding his complaint that the roof height of the new house adjacent to the Red Lion in Axford is higher than indicated in the approved planning application. Action: forwarded to Planning Committee .

LATE Items

Correspondence for Discussion

A2126	19/06/2017	Fowler Architecture	Copy of letter to Cllr Sheppard requesting that planning application 17/02540/FUL is called in to full WC Planning Committee meeting. Forwarded to PC Planning Committee. WC Planning Committee meeting provisionally set for July 13th.
A2130	19/06/2017	Learndirect	Publicity for youth qualification and work experience scheme. Can they put it on PC's social media site and advertise in village? Forwarded to S. Glass and D. Edwards. Action: Agree to publicity for youth qualification etc to be on the PC website (S. Glass) and social media (D. Edwards).
A2134	19/06/2017	WC	Highways will ask Ringway for quotes for 2 options for Back Lane pavement repairs. S. Glass had meeting with Highways and is waiting for 2 quotes for Back Lane pavement repairs. Action: S. Glass to ask for grit to be swept off the pavements.
A2137	19/06/2017	Ms A Down	Asking for contact details for T. Brown as a number of footpaths behind Whittonditch/Witcha are impassable. Responded. Ms Down not been in touch yet.
A2138	19/06/2017	ARK	Asking if PC would have any objection to including restoration of riverbank of Kennet behind the High Street in a bigger ARK project. PC happy for riverbank restoration.
A2139	19/06/2017	A couple of School parents via E. Hodgson	Asking if PC would support request to WC for metal barriers similar to one at bottom of school path to be installed at bottom of footpath from Isles Road to Back Lane following near miss between child on scooter and a car. Action: PC agreed to look into this. S Glass to contact WC Highways.

6. COMMITTEE REPORTS:

A Planning:

Chairman: Helen Lloyd

a. Planning Applications Processed since May 2017 Report

Report date w/e	App. Number	Site location	Proposal	Comments REQ. date
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17/00378/FUL	Balak Farm, Marrison Hill Ramsbury Wiltshire SN8 2HG	Demolition of existing glazed roof conservatory of approx 21 sq m and replacement with conservatory with flat roof and glazed elevation of approx 32.5 sq m	05/06/17
17/03674/FUL	Loves Farm, Loves Lane, Ramsbury Wiltshire SN8 2HD	Application for a temporary equestrian workers dwelling	08/06/17 PC – No ob
17/03726/FUL	Watersmeet, Mill Lane, Ramsbury SN8 2RE	Demolition of existing conservatory and construction of new single storey kitchen extension	12/06/17 PC – no Ob
17/03796/LBC	1 Oakes House, High Street, RAMSBURY, SN8 2QP	Removal of internal walls	15/06/17 PC – No Ob
17/04160/FUL	Eastridge House, Eastridge Ramsbury Wiltshire SN8 2HJ	New garden wall	12/06/17 PC – no Ob
17/02996/FUL	Carisbrooke Stud (formerly Raffin Stud), West Foley, Chilton Foliat, Wiltshire RG17 0TN	Erection of replacement Stud Director's dwelling and new assistant stud manager's house with additional groom's accommodation, in association with new thoroughbred stud buildings and associated works	29/06/17

* None w/e 2 June or 9 June

Decisions:

Report date w/e	App. Number	Site location	Proposal	Decision and date
12/5/17	16/1 1944/CLE	Land North-East of Belan, Witcha Farm, Witcha, Ramsbury SN8 2HQ	Certificate of Lawfulness for Existing borehole and associated shed - Cert of Lawfulness - Exist Use	Approved 09/05/17
	16/12082/FUL	Hails Grove SN8 2HQ	Retrospective application for wooden shed containing equipment, and tools used in woodland management - Full planning	Approve with Conditions 10/05/17
	17/03673/TCA	1 Maslins Close, Ramsbury, Marlborough, Wiltshire SN8 2QQ	T1 - Apple tree – fell - Work to Trees in a Cons Area	No Objection 11/05/17
19 /5/17	17/03073/PNTE L	Eastridge Estate, Wottonditch Ramsbury Wiltshire SN8 2PZ	Installation of 1 new equipment cabinet and associated ancillary development	Prior Approval Not Required - 19/05/17
26/5/17	17/02536/FUL	Whittonditch House, Ramsbury Wiltshire SN8 2PZ	Small open pergola single storey link between the back entrance and the existing pool house (Resubmission of 16/08913/FUL) - Full Planning	Approve with Conditions 26/5/17

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	17/03140/LBC	Whittonditch House, Ramsbury Wiltshire SN8 2PZ	Small open pergola single storey link between the back entrance and the existing pool house (Resubmission of 16/08914/LBC) – Listed building	Approve with Conditions 26/5/17
09/06/17	17/02325/FUL	Susie Watson Designs, The Square, Ramsbury Wiltshire SN8 2PE	Proposed single storey extension to the rear of the property to provide additional office space. - Full planning	Approve with conditions 07/06/17

*None w/e 2 June

- b. Neighbourhood Plan. Nothing to report.
- c. Planning Application for Glenafon site – Resubmission of 16/00161/FUL. **Update: Awaiting response from WC.**
- d. Report of Planning Meeting of 26/04/17 in Planning Application for Laurel Garage Site (16/10596/FUL). PC supported the application.
- e. **Update:** Conservation Officer would prefer to see 2 large houses on the site but housing survey backs the PC's view that smaller affordable houses are a greater need in the village. The application has been called in to WC Planning Committee.

B Finance:

Chairman: Erica Hodgson

- a. **2016-7 Internal Auditor Report:** There were a few issues but nothing major. It was agreed to increase the level of spending above which 3 quotes need to be obtained – from £500 to £800. **Clerk to update standing orders.** Proposer: G. Hawes, Seconded: H. Lloyd.
- b. **Annual Governance Statement.** PC met all criteria required other than the inspection period for 2015/16 accounts being 5 working days short of the 30 days required. Approval of the Annual Governance Statement – all approved. Proposer: E, Hodgson Seconded: G. Hawes..
- c. **Accounting statements.**
- d. **Gift to auditor:** E. Hodgson asked if a gift of £50 voucher could be made to Rosalie Winter. Proposer: R. Young Seconded: T. Brown
- e. **Credit card expenditure:** The Clerk explained about using her own credit card for website expenditure as 1&1 Internet Ltd would only take credit card payments at that time (£60 twice a year, and also a management package of approx. £4/month). These payments need to go onto direct debit. It was agreed to ask the supplier for the best solution as to how to do this – it may be possible using the Minutes as evidence against an account for which more than one signature required. S. Arnold to check with the bank..
- e. **Messagemaker's Quote for Maintenance of SIDs.** **Action: See Item 5.A2053 accept Pay As You Go option.**
- f. Banking for July agenda (signatures, etc).

C Rights of Way:

Chairman: Terry Brown

S. Glass reported that she had spoken to Peter Wilson and his parents but it was an unsatisfactory meeting as it was based on looking at a map rather than being on site. Basically they have agreed to deactivate the electric fence at the lower level so that people can get under the fence but this doesn't seem an acceptable option. **Action: T. Brown will go and look at the site. S. Glass to speak to Wilts Rights of Way officer.**

D Play Area and Seats:

Chairman: Simon Smith

S. Smith is progressing this.

E Emergency Committee:

Chairman: Diann Barnett

The next meeting will be around September time.

F Recreation Centre:

George Hawes

The meeting had been cancelled.

G Policy Committee:

Chairman: Sheila Glass

Nothing to report.

PUBLIC FORUM - Standing Orders Suspended for this item. No items raised.

7. AXFORD:

Diann Barratt

D. Barnett told the meeting that the BT quote for the broadband from Aldbourne to Axford would cost £176,000 although Ramsbury Estates to do trenching which represented around £70,000 of the cost. A meeting with Gigaclear to explore other options to be arranged. Axford Open Gardens would be on July 16th.

8. MARLBOROUGH AREA BOARD (MAB):

Sheila Glass

- a) Recent presentation by the police on cyber crime.
- b) James Shepherd is Chairman this year and the position will rotate amongst others annually.
- c) Grants towards the over-60s exercise class in Ramsbury was recommended for approval as Wilts C funding lost.

After discussion at MAB the funding was reduced from **£1,500** to £600.

9. CATG MEETNG:

Sheila Glass and Diann Barratt

- a) **Pavement repairs.** Covered elsewhere in the meeting
- b) **Highways .**
- c) **Next CATG Meeting.** S. Glass will attend the next meeting on 22/06/17.
- d) **Drain covers on Manor Hill.** Still a problem, lightweight resin being used which is easily displaced.

10. NEW CLERK:

S Arnold asked that from this meeting onwards everyone should use the PC email address **only**. Confirmation that Gillian Woodward has taken over as new Clerk.

11. WW1 ANNIVERSARY 2018:

Wilts Council is offering a tree for everyone lost in the war to be planted in or near the village. The suggestion is to form a new woodland by planting a tree for each person lost in the war from Ramsbury ie 74 – or for a community orchard. A Street Fair and Exhibition is also proposed for June/July 2018 and S. Glass will be talking to Ian Smith about this. A booklet about all the men who actually *went* to war from Ramsbury could also be produced fairly easily as a lot of the information is already available, and the British Legion funding could prove useful in obtaining further information.

12. CO-OPTION OF COUNCILLORS:

Posters for the 3 vacancies have been placed in the Post Office and on the noticeboard. S. Arnold to forward details to D. Edwards to include in social media. S Glass will add to website.

13. COMMITTEES 2017-8:

This has been completed. New chairmen elected and Clerk to update the Councillor and Committee lists.

14. PARISH STEWARD SCHEME:

S.Glass reported that railings had been painted in The Knapp but that the railings on bridges have not been allowed in case paint falls into the river ie polluting an SSSI area. Special dispensation has to be given before so this can be looked at again. The grips have been done. The Triangle in Axford needs to be cut – S. Glass to look into this. R. Young reported that the alleyway from Isles Road to Swans Bottom is becoming overgrown with nettles and needs to be cut back.

Some potholes have been filled in in Union Street and Whittonditch Road. S. Glass had rung Wilts Council hazard helpline to report the problems with drain covers on Manor Hill. The Give Way sign at the junction of Newtown Road and the B4192 has still not been replaced despite being repeatedly reported.

15. BINS IN STREETS:

This topic caused much discussion with several areas in the village being singled out as being particularly bad. It was agreed that it would not be realistic to write to everyone and writing to only some would cause more problems than it solves, so it was agreed that the best initial step is to put a notice on the website, in the Diary, the Whittonways magazine and also on Facebook. If nothing is achieved with this course of action then further discussion will be necessary. The notice should remind people they can use bags rather than bins if it helps.

16. BEST KEPT VILLAGE:

Nothing to report.

17. PRE-SCHOOL:

A report was presented before the meeting began.

18. WEBSITE:

Nothing to report.

19. BRITISH LEGION BRANCH:

See Item 5.A2113 and Item 11.

20. LIBRARY:

Nothing to report.

21. ALLOTMENTS:

Nothing to report

22. TELEPHONE KIOSKS:

Nothing to report

23. NATURE RESERVE:

Nothing to report.

24. TREE LIGHTS:

S. Glass to progress.

25. POLICE REPORT:

This has been circulated to all councillors.

26. MEMORIAL HALL:

Nothing to report

27. PUBLIC CONVENIENCES:

Nothing to report

28. KENNET TRIANGLE:

S.Glass to report to ARK. Pass on comments re adders to ARK also. Post meeting update: the dog bitten by an adder was on the track towards the Seven Bridges.

29. PATIENTS' REP:

There was a Carers' road show in April with a children's one planned. A 6-week Diabetes programme is now available. Dr Fisher is due back but the locum will be staying on.

30. ACCOUNTS FOR PAYMENT:

Ref	Item	Total	VAT	S137	Incl. in budget
I2699	British Gas- Electricity for Public Conveniences. (DD2) (from Dec 14 – Nov 15) a/c is £16.34 in credit	26.00	1.38	No	Y
I2700	PlusNet - Broadband Service(DD4) – extra £1.24 charge for exceeding allowance	14.24	2.37	No	Y
I2701	S. Arnold – 1&1 Internet – managed WP Plus	4.79	0.80	No	Y
I2702	S. Arnold – envelopes	2.95	0	No	Y
I2703	S. Arnold – Clerks salary April – June 2017	1,450.00	0	No	Y

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I2704	Castle Water (prev Thames Water) (DD6) 12/10/2016 – 25/04/2017	123.91		0	No	Y
I2705	Thusanish Private Ltd (Midway Store) Newspapers for Library 22/04/17 – 13/5/17	10.80		0	No	Y
I2706	D. Arnold ink cartridge for printer	11.97		2.00	No	Y
I2707	Community First annual subscription	40.00		0	No	Y
I2708	S. Glass gift for C. Morgan for driving Flyer on Boundary Walk	10.00		1.67	No	Y
I2709	Ramsbury Community Transport CIO hire of Flyer for boundary walk	78.00		0	No	Y
I2710	C. Morgan – petrol for Nature Reserve Strimmer	5.55		0.79	No	Y
	S137 Grants					
I2711	Ramsbury School PTA	400.00		0	Yes	Y
I2712	Ramsbury Pre-School	400.00		0	Yes	Y
I2713	Scouts, Cubs and Beavers	400.00		0	Yes	Y
I2714	Meals on Wheels	250.00		0	Yes	Y
I2715	Luncheon Club	300.00		0	Yes	Y
I2716	Baby & Toddler Group	112.00		0	Yes	Y
I2717	Cricket Club	360.00		0	Yes	Y
I2718	Junior Football Club	400.00		0	Yes	Y
I2719	Bella Voce	200.00		0	Yes	Y
I2720	Memorial Hall	400.00		0	Yes	Y
I2721	Ravensbury Players	200.00		0	Yes	Y
I2722	LINK	325.00		0	Yes	Y
I2723	Tennis Club	400.00		0	Yes	Y
I2724	Conductive Ed Group	300.00		0	Yes	Y
I2725	Whitton Benefice (grass cutting - 1 cheque to include Holy Cross & Axford churches)	700.00		0	Yes	Y
I2726	Annual Run	230.00		0	Yes	Y
I2727	Defibrillators (NB no cheque – transfer to ring- fenced funds)	200.00		0	Yes	Y

Late Accounts for Payment

I 2729	Thusanish Private Ltd (Midway Store) Newspapers for Library 20/05/2017 – 10/06/2017	10.80		0	No	Y
I 2730	Community First Trading – Zurich Insurance Additional payment for extra piece of equipment and 3 kissing gates	18.20		0	No	Y

Total late payments = £29.00 + £7,335.21 brought forward from main agenda = £7,364.21 of which £9.01 is VAT.

It was agreed the new Clerk's June salary should be included which brings the total to **£7,829.57**

31. PAYMENTS RECEIVED

R462	Santander – Interest on Business Savings account on 01/06/17	2.68	01/06/17	Direct Transfer	
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TOTAL PAYMENTS RECEIVED = £2.68

32. BANK BALANCE:

1321
on 3rd June 2017 CURRENT ACCOUNT – £39,043.53
on 6th June 2017 BUSINESS SAVINGS ACCOUNT - £31,524.49

NB. These figures include ring-fenced funds of £1,022.05 from defibrillator fund, plus allocated budget for year, funds for long-term capital projects and contingency.

DATE OF NEXT COUNCIL MEETING

MONDAY 17th July 2016

at 7.45 pm

in

RAMSBURY MEMORIAL HALL

YOU WILL BE VERY WELCOME - PLEASE COME

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ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC