

RAMSBURY & AXFORD PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 17th OCTOBER 2016 in Ramsbury Memorial Hall

PRESENT: Diann Barnett, Terence Brown, Denise Edwards, Graeme Fearon, Susan Findlay, Erica Hodgson, Sheila Glass (Chairman), George Hawes, Helen Lloyd, Chris Morgan, Michael Waite, Ron Young. Sue Arnold (Clerk) and 15 members of the public.

- 1. Apologies for absence for approval:** Simon Smith - Approved. Cllr Sheppard also sent his apologies.
- 2. Disclosures of interest:** Susan Findlay - Item 6 no A1468 and Items 18 & 22.
- 3. Co-Option of Parish Councillor.** Christopher Payne was co-opted as a parish councillor (Proposed Sheila Glass, seconded Diann Barnett.) All in favour. He was welcomed to the Parish Council. **Action: Clerk to inform WC and book training course for Mr Payne.**
- 4. The minutes of the meeting held on 19th September** were approved. Proposed – R. Young, Seconded – T. Brown.
- 5. Matters arising.** None

6. NEW CORRESPONDENCE FOR DISCUSSION

A1404	03/10/16	WC	Temporary closure of B4192 at Knighton from junction with C6 Eastridge in easterly direction for 500m for work by Thames Water. Comes into effect 03/11/16 and will be closed for 24 hours daily until 09/11/16. Diversions will be put in place. Action: Clerk to put notice and plan on notice boards
A1405	03/10/16	WC	Timetable for precept submissions for 2017/8 plus Consultation on Council Tax Reduction Scheme. Also consultation on capping Town and Parish Councils with referendum principles being applied to Town & Parish Councils where Band D charge is > £75.46 and total precept is >£500,000. Government is also prepared to consider extending referendum principles to all Town & Parish Councils. Closing date for comments is 28/10/16. Forwarded to S. Glass & E. Hodgson. Action: E. Hodgson and S. Glass to respond to consultation re referendum principles and write to Claire Perry MP.
A1412	03/10/16	WC	Further warning signs re horses and pedestrians in road have been installed in Loves Lane. Agrees 20mph sign at Square end of Back Lane is not visible and is to be put on a dogleg bracket.
A1413	03/10/16	WC	Consultation on Council Tax Reduction Scheme. Comment via http://wiltshire.us5.list-manage.com/track/click?u=2883905f726c9fc694bef8b9e&id=b9bda9407a&e=ff99e812c7
A1416	03/10/16	Mr I. Cowan	Minor amendment to planning application to garage for brick finish 2 sides and put skylight in the roof. Update: skylight now removed. Forwarded to Planning Committee
A1418	03/10/16	Ms J. Parker	Enquiring about location of SIDs and if there has been any development regarding a skate park in Ramsbury. S. Glass has responded with SID locations. The PC has not received any updates from the skate park group.

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A1421	03/10/16	Mr M. Hayley	Asking if PC is supporting Crown and Anchor's variation of licence saying noise is on occasion intrusive to neighbours. See also nos A1470, A1475 and A1484.
A1423	03/10/16	Mr J. Watts	Querying that WC has left national speed limit sign in place as well as putting up new warning signs for pedestrian and horses in Loves Lane. Forwarded to S. Glass who has responded. S. Glass has spoken to WC Highways re the possibility of the road getting green lane status, which may include a 20mph limit.
A1425	03/10/16	Messagemaker	Recommended core operating times for SIDs are 7 -10 am and 3.30 – 7pm. Timers are programmable and can be changed, but during the winter will not support 24h use. It was decided to start that afternoon period at 2.30 because of school traffic. Action: S. Glass to pass on to installers.
A1430	03/10/16	Mrs M. Askew	(Ramsbury Estates). Difficulties in getting information from BT Openreach and Wales and West utilities re getting broadband for Axford
A1432	03/10/16	Abbey Electrical	Quote for installation of Christmas lights. Quote accepted on basis that PC can borrow a cherry picker from Ramsbury Estates.
A1433	03/10/16	Cllr Sheppard	Copy of letter from Mr I. Yeatman re lack of parking provision in Swans Close. Residents consulted have not reported a similar problem. Action: S. Glass to contact Mr Yeatman.
A1445	10/10/16	RoSPA	Annual inspection reports for all 3 play areas. Given to S. Glass. The report commented positively on the new equipment at the Axford Play Area. There are a couple of minor low risk issues over the 3 play areas. Action: S. Glass to pass reports to S. Smith. S. Smith to check out actions required.
A1446	10/10/16	British Gas	Contract renewal form – options for 1 year renewal @ 29.270p/day standing charge + 14.693 per unit, 2 years @ 30.440 and 15.281 and 3 years @31.611 and 15.869. These are 25% less than variable plan. Deadline for response is 10/12/16. Action: Clerk to renew contract when decision made.
A1451	10/10/16	WC	Notification of Planning Appeal re Planning Application 15/07232/out, Planning Inspectorate APP/Y3940/W/16/3156940 – Land at Newtown Road.
A1452	10/10/16	Mr J. Watts	Loves Lane – requesting removal of National Speed Limit sign. This is a WC highways matter. E-mail forwarded to WC.
A1455	10/10/16	Mr R. Penny	Asking if foliage obscuring brown information sign on B4192 between Aldbourne & Whittonditch can be cut back. Parish Stewards informed. Action: Clerk to write to owner of hedge
A1457	10/10/16	City Illuminations	Quote for additional Christmas lights for tree
A1463	10/10/16	Mr J. Page	Would like to remove dangerous tree adjacent to his property which would necessitate closing access to Mill Lane. S. Glass & S. Findlay have inspected the tree and confirm that it is badly diseased. They have asked Mr Page to put up signs on the path ahead of the work being done on 5/11/16, as the path will be closed for half a day. In addition Mr Page was advised to inform WC of the proposed work.
A1467	10/10/16	Skate Park Group	Copy of letter to Diocese's Land Agent asking if they had looked at the proposed site.
A1468	10/10/16	ARK	Update on Tesco plastic bag money projects – Restoration work on Triangle going well – volunteers requested for working party on 30/10/16 at 1pm to continue with work. Chasing builders re fire pit for Scouts and awaiting response from I. Smith re yew tree planting at Rec Centre. The Triangle looks better following work and planting on the banks that had been eroded. The work on the approach to Mill Lane bridges will start on 26/10/16. Update: work completed.

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A1470	10/10/16	WC	Re Licence Variation Application, Crown & Anchor. Forwarding landlord's response following PC's comments on the application. Asking if PC wishes its representation to still stand and stating a hearing is likely to go ahead
A1471	10/10/16	WC	Responding to PC's query if 20mph scheme includes roundels on road. It does, but charge is £840, unless the markings are carried out with other requests, when the £840 is divided between the separate projects. The PC agreed to request painted roundels on the road at both ends of Back Lane. Action S. Glass to ask WC to renew other road markings at the same time to avoid incurring extra costs.
A1474	17/10/16	Dr T. Madden	Copy of e-mail to WC Highways re poor road surface in The Paddocks. S. Glass has had a Highways Inspector look at it.
A1475	17/10/16	WC	Clarifying amendments made to Licence Variation Application, Crown & Anchor. Forwarded to Planning Committee. Sale of Alcohol Mon – Thurs 10.00 – 23.00 (same as present). Friday & Saturday 10.00 – 00.00), Sunday 12.00 – 23.00. Non standard: Christmas Eve until 01.00, New Year's Eve – until 02.00. Music: Monday to Thursday as at present, Friday 19.00 – 23.30. Saturday 19.00 – 12 midnight. Sunday 12.00 – 23.00, Non standard – Christmas Eve until 01.00 new Year's Eve until 02.00. Forwarded to Planning Committee. It was noted that the application does not include outdoor events. See also Public Forum item c and A1484 below.
A1476	17/10/16	Mr R. Whimster	Details of Listed Building Consent application to be submitted re The Maltings, 3 Back Lane for flue and fireplace extension. Forwarded to Planning Committee
A1480	17/10/16	TLG	SIDs are larger than they thought – will need to order slightly longer poles
A1482	17/10/16	Community First	Quote for adding SIDs to insurance policy. Actions. 1. S. Smith to provide info on new play equipment at Axford to S. Glass. 2. S. Glass to request insurance quote for play equipment.
A1484	17/10/16	WC	Licence Variation Application hearing will be held on 31/10/16 at 10.30 in Memorial Hall. S. Glass will represent the PC.
A1485	17/10/16	Mr S. Sleight	Sent to S. Findlay. Asking if PC can help with builders blocking his driveway. Action: Clerk to write to Mr Cowan asking for signs to be put up at both ends of Burdett Street when the road is to be blocked. The PC does not have a remit to take any other action.
A1489	17/10/16	WC	Notice of closure of part of Oxford Street to enable Wessex Water to restore customer service (for 20 metres south from junction with Union Street). Commences on 13/10/16 for 7 days. This order has a max duration of 21 days. Update: The work has now been done.
A1491	17/10/16	WC	Re Parish Steward Scheme – how it works and will be developed. Forwarded to all councillors. During the last visit the stewards cut back grass at Whittonditch and shrubs at the Knap, and arranged for the sweeper to come and clear gutters. It was noted that the Steward's priorities in grass and hedge cutting relate to safety issues rather than cosmetic ones. Jobs for the future include clearing Manor Lane footpath and painting railings including at Mill Lane bridges. The stewards will visit for 1.5 days per month and take the top 5 priorities from the PC's work log sheet. They will not be asked to cut the overgrown hedge in Isles Road, as the Isles Court gardener is to be asked to cut it on a regular basis by the Isles Court management group. Action: Clerk to write to Cognatum to confirm this action.

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A1492	17/10/16	Ramsbury Community transport CIO	Copy of award to the Flyer for Most Innovative Transport Group Award 2016. The PC congratulated C. Morgan and asked him to pass this on to the rest of the Flyer team. The certificate and cup are to be exhibited in the Post Office and The Crown & Anchor.
A1493	17/10/16	Defibrillator Group	Copy of letter to Heartbeat Trust confirming re-installation of Mill Lane defibrillator box to avoid further internal condensation problems. Volunteer living near defib site is needed to carry out monthly check. If interested please contact dave@darnold.co.uk

7. COMMITTEE REPORTS

A Planning

Chairman: Susan Findlay

a. Planning Applications Processed since September 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
16/07698/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 Approve with conditions
16/07451/FUL	Hollyhock Cottage, 21 Union Street, Ramsbury Single Storey Side Extension
PC Comment WC	No objection Approve with conditions
16/07703/TCA	Flint House, High Street Fell Maple Tree
PC Comment WC	No objection 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 WC	No objection
16/08324/FUL	44 Whittonditch Road, Ramsbury Tarmac existing gravel driveway and creation of dropped kerb
PC Comment WC	In circulation
16/09146/FUL 16/09622/LBC	Brookside, Newtown, Ramsbury Demolition of existing conservatory and extension (amendment to 16/00651/FUL) Inclusion of two windows in existing modern wing of house
PC Comment WC	In circulation
16/09242/FUL	Loves Farm, Loves Lane Demolition of existing farm building and erection of residential annex and holiday accommodation
PC Comment WC	In circulation
16/09656/FUL	Bolstridge Farm, Hilldrop, Ramsbury Two storey extension
PC Comment WC	In circulation

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16/0891/LBC	Whittonditch House, Whittonditch, Ramsbury Single storey link between back entrance and existing pool house
PC Comment WC	In circulation
16/09727/TCA	47 High Street, Ramsbury Reduce conifer. Crown reduction tulip tree
PC Comment WC	No objection
16/0974/TCA	25a High Street Ramsbury Tulip Tree. Reduce by 50%

- b. **Report on MAB Planning Event.** This was attended by Mike Wilmott, Planning Officer from WC. He said the Wiltshire East area has a more than adequate land supply for housing in the pipeline to meet the core strategy requirement for the next 5 years, plus an extra 3 years. He said that Neighbourhood Plans are going to change to narrow their scope to predominantly housing requirements. The Planning Department receives about 5,000 applications per annum and these are dealt with by 6 team leaders and 53 officers. If WC does not respond within the statutory period an application is deemed to have been approved. Planners do not monitor conditions and enforcement is reactive on receipt of a complaint. He agreed to a request that PCs should in future be informed of minor amendments, though they will not be able asked for comments on them. Fees for dealing with applications have risen because all work that the Planning Department undertakes has to be revenue neutral.
- c. **Appeal APP/Y3940/W/16/3156940 – Land at Newtown Road.** The PC will reiterate all its previous objections. The PC has spoken to WC and is awaiting further information before finalising its comments. It will not do any harm if anyone who has previously submitted a comment, does so to the appeal. Deadline is 02/11/16.
- d. **Neighbourhood Plan. See item 7.A.b above.** The group may reduce the scope of the plan to address residents' feelings on whether more houses are needed in the village and if so where.

B Finance

Chairman: Erica Hodgson

- a. **2017 – 8 Budget.** The draft precept will be finalised at a meeting on 17/10/16. WC has made £210m worth of savings over the last 7 years and needs to make another £45m over the next 3 years. The PC's intention was to produce a cost neutral, budget for 17/18, but WC's advice to PCs is to increase the precept this year as necessary as there may not be the same flexibility in later financial years. The PC has discussed with the Highways Officer the possibility of the PC paying WC to repair pavements. This will be considered at the precept meeting
- b. **Quarterly Budget v Actual Spending reports.** The spending for the year is pretty much on target with 44% of the annual budget spent at the end of the first half-year.
- c. **Memorial Garden.** E. Hodgson proposed that the PC should pay the full amount for the upkeep of the Memorial Garden. All agreed.
- d. **External Audit report.** Three issues were raised, one concerning the revised (and lower) asset value of the public conveniences based on quotes received in 2015/6 for rebuild costs. **Action: Clerk to contact auditors to clarify as the PC purchased them for £1 from KDC, but the asset is clearly worth more than that but not the previous value assigned to them in the asset register.** The report also commented that the notice period for public scrutiny of the accounts had been miscalculated and there was a further comment on the omission of the word 're-stated'.
- e. **Glebeland.** The Salisbury Diocese has conducted a rent review a year late and wishes to increase the rate backdated for a year. **Action: Clerk to write saying that the PC is prepared to pay the revised rent from the next payment as the revised amount can be included in the 2017/8 precept calculation, but will not pay the backdated amount as it was the responsibility of the Diocese to carry out the review on time.**

C Rights of way.

Chairman: Terry Brown

20 Acres footpath has been cut as far as the memorial seat. **Action: S. Findlay to check if cutting has been completed.**

D Play Areas and Seats.

Chairman: Simon Smith

- a. **Seats.** Seat at Crowood Lane end of Swan's Bottom . **Action: S. Glass to clear vegetation.**

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- b. **RoSPA reports.** There are a few minor issues to address. **Action: S. Glass to pass reports to S. Smith.**
- c. **Whittonditch Play Area.** **Action: S. Smith to select a new piece of equipment for the area.**

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.

F Recreation Centre.

George Hawes

The annual AGM as been held.

G Policy Committee. Nothing to report

Chairman: Sheila Glass

Public Forum.

- a. **Appeal APP/Y3940/W/16/3156940 – Land at Newtown Road.** The following points were raised by members of the public:

Ramsbury Greenfield Group has written to The Planning Inspectorate to request a change from a written to an informal hearing to test by argument changes to the appellant's representations, which some people believe to be inaccurate or which have changed significantly since the original application. For example the housing survey produced by the PC & WC has been used in support of their case. An informal hearing would also ensure that the planners visit the site. **Action: Planning Committee to write to WC Planning requesting the change of hearing format.**

It was noted that the appellant should not submit further information between now and the end of the appeal period.

There is no way of maintaining low cost housing in the village if the 'Right to Buy' extends to tenants of housing associations.

The appellant should look at the village as a whole, not just the proposed site.

Queries raised:

Is the AONB pertinent to the appeal? Yes.

Should people who have already objected to the original application write again? The original comments should be taken into account, but it does no harm to re-submit them to the appeal.

Can we ask the AONB for a clearer view on the appeal? Yes. **Action: Planning Committee to write to AONB.**

- b. **Neighbourhood Plan.** Mrs Spencer-Jones asked about progress. S. Glass responded that the group say it does not have the expertise it needs and has not received much support from residents.
- c. **Crown & Anchor.** Mrs Bonney asked if the licensing application includes the installation of a bar in the garden. S. Glass responded that it does not.
- d. **20mph limit in Back Lane.** Mr Luke congratulated the PC on achieving this and asked if it could be extended to the High Street. S. Glass responded that it could not as there was funding for only two 20 mph projects in the whole of Wiltshire and the PC was allowed only one of these so prioritised the area nearest to the School. Mr C. Payne commented that people are still driving too fast in Back Lane. S. Glass responded that it will take some time for the scheme to bed down and the police will be asked to make occasional checks. However, if every resident drove at 20mph, it would become the de facto speed limit throughout the village.
- e. **Village Boundary.** Mr Coles asked about the process for changing village boundaries. S. Findlay responded that the proposed consultation period has been much delayed. WC will make recommendations, the PC will comment and there will be a public consultation period, however there is no firm date for this process at present.

8. Axford.

- a. **Telephone Kiosk.** The book exchange is now up and running. **Action: Clerk to write to thank the young lady who set it up.**
- b. **Superfast Broadband.** Nothing to report.

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9. **Marlborough Area Board. Report on Meeting on 27/09/16.** S. Glass raised concerns over a grant of £4,700 awarded at the meeting to Marlborough Town Council for the purchase of Christmas lights. It had been understood that Town and Parish Councils cannot normally apply to MAB grants. Although the grant application was not on the agenda it was discussed and approved with a high proportion of those present being Marlborough Town Councillors. **Action: S. Glass to apply for a grant towards a piece of play equipment for Whittonditch Play Area.**
10. **Chairman's Forum.** Nothing to report
11. **CATG**
 - a. **Speed Indicator Devices (SIDS).** See item 6 no A1480.
 - b. **20mph signs.** See item 6 nos A1412 and A1471.
12. **Committees.** C. Payne agreed to join the Planning Committee. **Action: Clerk to update Councillor and Committee lists.**
13. **Parish Steward Scheme.** See Item 6 no A149.
14. **Bins in Streets.** Increasingly bins are being stored in the streets for long periods. **Action: S. Glass to put a note in the magazine and diary reminding residents that bins are allowed on the streets for a maximum of 24 hours on collection day and that where there is no storage space for bins, WC will supply plastic bin bags. Where possible they should also be stored out of sight.**
15. **Pre-School.** The Pre-School Group will give a presentation on progress at the PC's November meeting.
16. **Post Office.** Nothing to report.
17. **Website.** Awaiting update from D. Leake.
18. **ARK Projects.** Post meeting update: the paths at Mill Lane Bridges have been flattened and graded, and the eroded bridge access built up. – See Item 6 no A1648.
19. **Library.** The Library needs more volunteers – drop in for more information.
20. **Allotments.** The AGM will be on 28/11/16. **Denise Edwards**
21. **Telephone Kiosks.** **Graeme Fearon**
Axford Kiosk - See Item 8.a.
22. **Nature Reserve.** **Chris Morgan**
Wiltshire Wildlife Trust has done an excellent job on refurbishing the dipping pond, and re-instating steps there. C. Morgan has volunteered to refurbish the seats. The tree over the pond will need pollarding and the group are considering the possibility of removing a tree to open up the view to the river. **Action: C. Morgan to contact the Trust to see if leftover materials from the project could be used to construct steps down to the river.**
23. **Tree Lights.** Additional lights have been ordered.
24. **Vandalism.**
 - a. A tractor with trailer hit a parked car and failed to stop
 - b. Garden furniture has been stolen from Hilldrop Close.
25. **Memorial Hall.** The main lights in the Memorial Hall are to be replaced with LED lights with diffusers.
26. **Memorial Garden.**
 - a. **Planting.** The old bedding will be cleared and re-planted in the next few weeks. **Action: S. Glass.**
 - b. **Churchyard clear-up.** This is scheduled for 05/11/16.
 - c. **The solar-powered lights** are not working and have been moved: **Action: S. Glass to purchase more lights**

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27. Public Conveniences. The ballcock has been replaced and the overflow is no longer dripping.

28. Kennet Triangle. ARK work to prepare for planting and protect the river bank from erosion took place on 05/10/16.

29. Patients' Rep. The next meeting will be in December.

George Hawes

30. Accounts for Payment

Ref	Item	Total	VAT	S137	Incl in budget
I2569	British Gas- Electricity for Public Conveniences. (DD2) (from Dec 14 – Nov 15).Account is £23.40 in credit	29.00	1.38	No	Y
I2570	PlusNet - Broadband Service(DD4)	12.99	2.16	No	Y
I2571	S. Arnold – Garden centre gift voucher for Internal Auditor	25.00	0	No	Y
I2572	Community First – 2 places on Communications Workshop @ £10 each	20.00	3.33	No	Y
I2573	G. Fearon – Annual subscription to Towncriers' Guild	35.00	0	No	Y
I2574	Stuart Miller – repair of faulty ball valve at public conveniences	45.00	0	No	Y
I2575	The Landscape Group – cleaning public conveniences July – September 2016	836.56	139.43	No	Y
I2575	RoSPA – Annual inspection of all 3 playgrounds	264.60	44.10	No	Y
I2577	Salisbury DBF – Rent on Glebe Land for half year from 01/11/16	175.00	0	No	Y
I2578	Altodigital Networks Ltd – per copy maintenance charge for photocopier	36.00	6.00	No	Y
I2579	D. Arnold – replacement Dell black ink cartridge for Dell Printer – refund given against generic cartridge supplied that did not work (part of I2567)	19.72	4.95	No	Y
I2580	Lloyds Commercial Finance– purchase & installation of fireman's pole for Axford Play Area omitted from previous invoice. (I2556)	276.00	46.00	No	Y
I2581	WALC – Councillors Workshop for D. Barnett.	114.00	19.00	No	Y

TOTAL PAYMENTS = £1,888.87 of which £266.44 is VAT. Proposed –G. Fearon, seconded – M. Waite.
All in favour.

31. Payments Received

R444	WC - Parish Precept	23,462.38	22/09/16	Direct Transfer	R444
R445	WC – Precept grant	70.56	22/09/16	Direct Transfer	R445
R446	Santander – Interest on Business Savings account on 01/10/16	7.74	01/10/16	Direct Transfer	

TOTAL PAYMENTS RECEIVED = £23,540.68

32. Bank Balance ON 03/10/16 CURRENT ACCOUNT £34,219.54

ON 06/10/16 BUSINESS SAVINGS ACCOUNT - £31,498.201

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 21st November 2016

at 7.45pm

in

AXFORD VILLAGE 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