

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 18th APRIL 2016 in Ramsbury Memorial Hall

PRESENT: Diann Barnett, Graeme Fearon, Alderman Susan Findlay Sheila Glass (Chairman), Erica Hodgson, Helen Lloyd, Chris Morgan, John Peck, Simon Smith, Michael Waite, Ron Young, Sue Arnold (Clerk) and 0 members of the public.

1. **Apologies for absence for approval:** Terence Brown, Denise Edwards, George Hawes. Approved.
2. **Disclosures of interest:** None.
3. **The minutes of the meeting held on 21st March were approved.** Proposed – E. Hodgson, Seconded – D. Barnett.
4. **Matters arising.** None
5. **NEW CORRESPONDENCE FOR DISCUSSION**

A0920	11/04/16	WC	Copy of notice to owners of Red Lion giving permission to dispose of Asset of Community Value – no sale can take place before 21/09/16. This refers to the pub, not the land which was excluded from the registration of the community Asset. See also items A0944 and 7.b
A0921	11/04/16	Grant Thornton	Acknowledging e-mail from PC warning that specified date of submission of annual accounts is very tight. Date changed to 27/06/16.
A0932	11/04/16	WC Area Boards Team	Community Issue 4193 – CATG HGVs using C6 through Ramsbury & Axford. Closed as the number of access points to the C6 and large vehicles with a right to use the road make banning HGVs impractical. Forwarded to S. Glass
A0935	11/04/16	Mrs M. Wilson	Ramsbury Down (part of public access land) has been let for horses for the summer. Notices advising on best practice around horses were erected but almost immediately ripped down. Some walkers had found the horses worrying. S. Glass had discussed the matter with Robert Wilson and it was agreed to monitor the situation for a couple of weeks.
A0940	11/04/16	Mr S. Morley	Cars and concrete dumped in playing fields car park near surgery. Actions: 1. S. Glass to inspect site. 2. R. Young to get quote for removing concrete. (Update: concrete removed, vehicles give notice for removal)
A0942	11/04/16	WC	From Community Youth Officer. Offering financial support from Local Youth network for celebration of Queen's 90 th birthday. Forwarded to S. Glass & H. Lloyd. Action: Clerk to write declining offer.
A0943	11/04/16	WC	Highways Development officer. Apologies for missing site meeting to discuss footpath at Whittonditch Farm Site. Requesting details of what was agreed. S. Glass has responded, but PC is still awaiting a response from Highways and Planning.
A0944	11/04/16	Mr H. Watson	Forwarding letter from WC sent on 22/02/16 to agent of Red Lion pub owners and not copied to PC. Letter states that the pub and its car park and immediate area should be listed as a Community Asset, but that the adjacent land should not be included. The land owner had appealed against a previous decision to list the land as a Community Asset, but that PC had no right to appeal the reversed decision, which was felt to be unjust as it had been made on information submitted only on behalf of the applicant. Action: S. Glass to write to Jane Scott of WC copying in the WC Planning Committee Chairman.

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A0948	11/04/16	Ramsbury Estates	Responding to PC's query re Planning Application 16/02199/FUL (farm track). Proposals do not require diversions / extinguishments or creation of rights of way
A0958	18/04/16	ARK	Update on Ramsbury Projects. Quote for improvement of footpath at the Triangle obtained and Flood Consent application made. River restoration at the Triangle is planned for the Summer with volunteer help. Quotes for dipping platform and steps at Nature Reserve obtained. Run-off project at Hilldrop lane not workable within the budget, but there will be pond instead. Quotes for trees for Rec Centre awaited. The PC may be able to consider augmenting the funds for the improvement of the footpath, should it be required.
A0963	18/04/16	Fowler Architecture & Planning Ltd	Request for meeting to discuss what PC would like to see developed in Back Lane garage site. S. Glass has responded
A0964	18/04/16	Mrs E. Becconsall	Query re Glenafon Planning application (16/00161/FUL). There seems to have been a time extension and further information has been submitted by applicant. Forwarded to S. Findlay and S. Glass. The building's footprint has not changed, but it was felt that other changes, including changes to windows and cladding the building with Bath stone should have warranted submission of a new plan. There is a new date for submission of comments on this updated plan. Action: S. Findlay to respond with PC objections.
A0970	18/04/16	Ramsbury Roxy	Projector has developed a fault. Requesting permission to purchase replacement in time for next film. Responded - cost of the replacement has been included in the year's budget.
A0971	18/04/16	Ivojo	Quotation for replacement projector. Action: Clerk to ask The Roxy Committee to provide 3 quotes as per Financial Standing Orders. Update - Done and quotes received – See item 27 no I2490
A0972	18/04/16	Eibe	Play equipment design and quote for Axford Play Area. 3 multi-activity items were suggested. Prices includes installation and safety surfaces, which guidelines recommend when the potential fall is >1.5 m, plus refurbishments of swing to include provision of 2 new swings, removal of redundant equipment, and a bench. Action: S. Smith to get further prices and request removal of the bench from the quote. Action: Play Areas committee to meet to discuss the quote. The PC has a budget of £13K, and RAMPAIG has funds of approx £500.

6. COMMITTEE REPORTS

A Planning

Chairman: Susan Findlay

a. Planning Applications Processed since March 2016 Report

15/12520/FUL	Knighton Farmhouse, Eastridge Crossroads, Ramsbury Erection of barn, construction of outdoor swimming pool and relocation of existing tennis court
PC Comment WC	No objection Approve with conditions
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
16/00650/FUL	Brookside, Newtown Ramsbury Demolition of existing outbuilding & construction of new replacement garden room
PC Comment WC	No objection withdrawn
16/00651/FUL	Brookside, Newtown, Ramsbury Demolition of existing conservatory & construction of extension to form new kitchen. Internal ground floor alterations.

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PC Comment WC	No objection Approve with conditions
16/00784/LBC	Brookside, Newtown, Ramsbury Demolition of existing outbuilding & construction of new replacement garden room
PC Comment WC	No objection withdrawn
16/00783/LBC	Brookside, Newtown, Ramsbury Demolition of existing conservatory & construction of extension to form new kitchen. Internal ground floor alterations.
PC Comment WC	No objection Approve with conditions
16/00690/VAR	Whittonditch Farm, Whittonditch, Ramsbury 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	Glenafon, High Street, Ramsbury Replacement dwelling
PC Comment WC	Objected on grounds of size, position of new building, design and effect on Conservation Area and nearby listed buildings Now sent Justification Statement to WC
16/01150/FUL	Beenham House, Whittonditch Road, Ramsbury Replacement garden outbuilding
PC Comment WC	No objection Approve with conditions
16/01895/FUL	Westfield House, 19 Back Lane Ramsbury Repair and rebuilding of damaged retaining wall
PC Comment WC	No objection
16/02028/TCA	Kennet House, High Street, Ramsbury Removal of Hornbeam to ground level
PC Comment WC	No objection No objection
16/02199/FUL	Park Farm, Ramsbury Construction of an agricultural farm track partly retrospective
PC Comment WC	No objection
16/02101/FUL 16/02247/LBC	Lamorna Cottage, Whittonditch Road, Ramsbury Single storey extension
PC Comment WC	No objection
16/01724/LBC	81 High Street, Ramsbury New garden wall, will abut historic asset
PC Comment WC	No objection
16/02022/FUL	81 High Street, Ramsbury Introduction of a garden wall to replace a poor quality fence along the boundary of 79 & 81 High Street
PC Comment WC	No objection
16/02666/DP3	Land South of Kennet Valley Mews, Axford Installation of new sewage treatment works

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PC Comment WC	No objection
16/02854/FUL	Pudding Cottage, 17 High Street, Ramsbury Loft conversion/extension to form additional bedroom with en suite
PC Comment WC	No objection
16/00962/TPO	18 Isles Road, Ramsbury Lift crown of Lime tree by app. 5 metres about ground level. Crown clean y removing dead wood.
PC Comment WC	No objection. In conservation area
16/03341/TCA	Kennet Cottage, High Street To reduce Acer by 50%
PC Comment WC	No objection No objection

- b. **Whittonditch Footpath.** The original condition attached to the approved application was for a paved, adoptable, path, but the PC had requested something less urban and is willing to accept a hoggin path from Addenbrook House to the Ramsbury sign. The remainder is well tended verge. WC is considering this, and PC is still awaiting their response.
- c. **Neighbourhood Plan.** No update has been received.

B Finance

Chairman: Erica Hodgson

- a. **Updated Standing Orders (which cover both Finance and Planning) for signing by S. Findlay. Done**
- b. **Annual Governance Statement for Approval.** The Annual Governance statement now has to be approved prior to the approval of the PC's Accounts. The approval was proposed by H. Lloyd, and seconded by J. Peck. All in favour – approved.
- c. **Q1 – Q4 Budget v Actuals reports.** These showed spending to be generally within the budget. Over-spending on the Memorial Garden will be corrected when payment is received from The British Legion for their part of the cost. Funds for major capital projects such as the Axford Play Area and SIDs remain ring-fenced.

C Rights of way.

Chairman: Terry Brown

- a. **Mill Lane Bridges.** This is now part of the ARK project – see item 5 no A0958.
- b. **Boundary Walk.** All arrangements for refreshments have been made. The Boundary Walk leaflet has been printed. It was noted that squash and biscuits will be provided at Stitchcombe, not tea and squash as listed on the leaflet. **Flyer booked and drivers have been organised. Actions: 1. S. Smith to check if there is any planned shooting at Hilldrop. 2. S. Smith may not be able to drive so S Glass will organise water etc.**
- c. **Loft's Bridge.** Reported to WC – awaiting action. .

D Play Areas and Seats.

Chairman: Simon Smith

Axford Play Area. See item 5 no A0972. It was reported that bookings of Axford Village Hall have been made by childminders for the summer holidays, and it would be an added attraction if the planned Play Area update could be finished by then.

E Emergency Committee.

Chairman: Diann Barnett

Emergency Plan. This is being updated. **Action: D. Barnett to send the plan to Emergency Committee members when complete.**

F School Governor

S. Findlay

There have been no Governors' meetings so far this term.

G Recreation Centre.

No report

George Hawes

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H Policy Committee.

Nothing to report

Chairman: Sheila Glass

Public Forum. Standing orders suspended for this item. No items were raised.

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7. **Axford.**
 - a. **Superfast Broadband.** A formal estimate of the cost is still awaited but it likely to be high as a 2 – 3 km trench between Axford and Ramsbury will probably be needed to lay cable to a box at Axford. This might possibly be reduced if British Gas agrees for a redundant gas line to be used for the cable.
 - b. **The Red Lion.** The pub is for sale. As it is registered as a Community Asset and a community group has expressed interest in it, it cannot be disposed of for 6 months. See also item 5 nos A0920 and A0944.
8. **Chairman's Forum.** Nothing to report.
9. **CATG Meeting.**
 - a. **Speed Indicator Devices (SIDS).** WC does not have a protocol for installation of permanent SIDs, but if they were to be fixed to a post via a removable bracket they would be classed as portable, for which there is a protocol. The PC is still waiting to be contacted by a Highways Officer who will inspect the proposed sites for suitability. Dunnington has had SIDs installed by a WC approved supplier. **Action: S. Glass to chase up with WC.**
10. **Pre-School.** No update received.
11. **Post Office.** The Post Mistress was reported to be optimistic about the new arrangements.
12. **WC Town & Parish Councils' Involvement Meeting.** This meeting was attended by S. Glass.
 - a. **Parish Stewards.** The new Parish Stewards' Scheme will start in October. They will undertake discretionary work, which the PC can specify, with statutory work being allocated by co-ordinators.
 - b. **Grass Verge Cutting.** Other than at junctions, verges will be cut once a year.
 - c. **Gullies/drains.** These will be cleared in response to notification of blockages.
 - d. **Kerb Sweeping.** In rural areas this will be done once a year. It was noted that the litter problems in rural areas are significantly fewer than in towns. Currently £2.5m is spent annually by WC on street cleaning and the new arrangements are planned to cut costs by using their resources to best advantage.
 - e. **MyWiltshire.** This service can be used by anyone, either anonymously or by creating an account, to report maintenance issues such as potholes, fly tipping, street light malfunctions and many more issues. **Residents are urged to use the site when such issues arise.**
<http://www.wiltshire.gov.uk/parkingtransportandstreets/roadshighwaysstreetcare/mywiltshirereport.htm>
13. **Website.**
 - a. **Design.** Following feedback on the design for the site, some modifications have been made and work can start on building the site.
 - b. **Website Software.** Software has been selected, and the new version of the software which allows for website data updates by more than one user, will be released at the end of May.
 - c. **Data Updates.** The success of the site depends on it being up-to-date and dynamic, and the 'What's On' section is key to this. The PC will retain access for updating the agenda and minutes, and will additionally need a mechanism for taking over the uploading of APM and accounts data. Village Organisations without their own web site will be offered a webpage for fairly static information, and will be encouraged to submit their events to the 'What's On' Section. **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.**
14. **Library.** No report
15. **Allotments.** **Denise Edwards**

The manure has been delivered.
16. **Telephone Kiosks.** **Graeme Fearon**

A pane of glass has been broken in the Whittonditch Road Kiosk. **Action: S. Glass to request a quote for repair from J. Fell**
17. **Nature Reserve.** **Chris Morgan**

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- a. **Grass-Cutting.** The area for grass-cutting has been extended by clearing additional areas by the river. It is hoped that grass-cutting can start in May when the area is drier.
 - b. **ARK Dipping Platform Project.** The template Land Owner's Consent form for the ARK project has been sent to The Wiltshire Wildlife Trust.
 - c. **Pond.** The water quality is poor as a result of an adjacent tree, which there are plans to remove.
 - d. **Debris.** The PC has been asked to write to residents up-stream of the Nature Reserve as debris from garden clearing has fallen into the river and become trapped. Residents will be asked to take care not to allow debris to fall into the river. **Update: Done.**
 - e. **Open Gardens.** It was suggested that the Nature Reserve should be publicised as part of Open Gardens.
18. **Best Kept Village Competition.** Judging will start in May.
19. **Tree Lights.** Nothing to report
20. **Queen's 90th Birthday Celebration.** The national celebration day will be 12th June. This will be Open Gardens in the village, with tea and cakes at Howe Mill. There will be bunting in the Square and the PC's tubs in the Square will be planted with red, white and blue flowers.
21. **Vandalism.** A pane of glass in Whittonditch Road telephone kiosk seems to have been broken by a brick found alongside it. **Action: Clerk to add to vandalism register.**
22. **Memorial Hall.** The display of maps showing where men of Ramsbury died fighting in WW1 on the back wall of the hall a will be unveiled at the Treloar Coffee Morning in the presence of the Mayor of Marlborough.
23. **Memorial Garden.** It was agreed to add cutting the grass at the Memorial Garden at £10 per cut to the current grass-cutting schedule under the single source justification currently in place.
24. **Public Conveniences.** The drain has had to be unblocked, the cause mainly being baby wipes and blue towels from the Memorial Hall. **Action: S. Glass to speak to the Memorial Hall Trustees about putting up warning notices in the Memorial Hall toilets.**
25. **Kennet Triangle.** See Item 5 no A0957

26. **Patients' Rep.** No report

George Hawes

27. Accounts for Payment

Ref	Item	Total	VAT	S137	Incl in budget
I2479	British Gas- Electricity for Public Conveniences. (DD2) (from Dec 14 – Nov 15)	29.00	1.38	No	Y
I2480	PlusNet - Broadband Service(DD4)	12.99	2.16	No	Y
I2481	Memorial Hall – PAT testing of office equipment	40.80	0	No	Y
I2483	Midway Stores – Newspapers for Library w/e 23/01/16 – 19/03/16	30.00	0	No	Y
I2483	Alpha Rod – Clearing blocked drains in public conveniences	132.00	22.00	No	Y
I2484	S. Arnold – postage and accounts work book	3.39	0	No	Y
I2485	Wiltshire & Willey – replacement of 4 sections of Christmas lights and connection charge. NB This invoice was dated 28/01/16 but not received by PC.	270.55	45.09	No	Y
I2486	Altodigital – per copy maintenance charge for photocopier	36.00	6.00	No	Y
I2487	D. Arnold - toner cartridge for printer	37.42	6.24	No	Y

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I2488	<i>Ivojo – Canon XEED 6000 ANSI Lumens WUXGA projector. Cancelled – see above Item 5 no A0971 and I2490 below</i>	4,191.60		698.60	No	Y
I2489	Thames Water (DD6) – water for public conveniences	45.55		0	No	Y
I2490	RCB Logic Ltd - Canon XEED 6000 ANSI Lumens WUXGA projector and lens incl. additional bulb	4,141.91		690.32	No	Y

Total payments = £4,779.61 of which £773.09 is VAT. Proposed D. Barnett, seconded – M. Waite. All in favour.

28. Payments Received

R410	Santander – Interest on Business Savings account on 01/04/16	19.59	01/04/16	Direct Transfer	
R411	J. Compton – hire of projector & screen for charity event	30.00	18/04/16	Cash	
R412	HM Revenue & Customs – VAT refund	3,520.04	18/04/16	Direct transfer	

29. TOTAL PAYMENTS RECEIVED = £3,569.63

30. Bank Balance ON 04/04/16 CURRENT ACCOUNT **£5,799.41**
ON 06/04/16 BUSINESS SAVINGS ACCOUNT - **£51,415.70**

These figures include ring-fenced funds of £1,540.81 from defibrillator fund, plus allocated budget for year, funds for long-term capital projects and contingency.

DATE OF NEXT COUNCIL MEETING

MONDAY 16th May 2016

ANNUAL PARISH ASSEMBLY

at 7.45pm

Followed by

PARISH COUNCIL MEETING & AGM

at 8.15

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