

## **RAMSBURY & AXFORD PARISH COUNCIL**

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**1281**

### **MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 16<sup>th</sup> JANUARY 2017 in Ramsbury Memorial Hall**

**PRESENT:** Diann Barnett, Terence Brown, Denise Edwards, Graeme Fearon, Susan Findlay, Sheila Glass (Chairman), George Hawes, Helen Lloyd, Chris Morgan, Christopher Payne, Ron Young, and 7 members of the public. **Apologies for absence for approval:** Erica Hodgson, Simon Smith, Michael Waite

1. **Disclosures of interest:** Susan Findlay – Item 4 no 1684 and Item 16 and.
2. **The minutes of the meeting held on 12<sup>th</sup> December** were approved. Proposed –D. Barnett, Seconded – T. Brown.

#### **3. NEW CORRESPONDENCE FOR DISCUSSION**

A1642	09/01/17	British Gas	Payments from 01/02/17 – 01/01/18 to be reduced to £26.00 from £29.00 per month
A1644	09/01/17	Mr. T. Gauntlett	Objecting to installation of SID opposite West House, High Street on grounds of size and position. Forwarded to all councillors. See Public Forum
A1654	09/01/17	WC	Confirmation that paths from Isles Road to Swans Bottom, and Ashley Piece to Whitehill Close are maintainable highways
A1660	09/01/17	Mr. T. Hiscocks	Confirming his comments made at public meeting re Planning Application 16/10596/FUL – Laurel Garage site, regarding highway safety and impact on conservation area.
A1665	09/01/17	Mr. R. Daniel	Regarding negative and intrusive attention to current and previous planning applications, including a site visit from Planning Committee representatives without prior notice. Forwarded to Planning Committee.
A1666	09/01/17	Cllr Sheppard	Confirming that planning application 16/10866/FUL (shed at 4 Union Street) has been called in.
A1667	09/01/17	WC	Current specification for Footway Construction in Wiltshire. Filed on computer in Documents/WC/Highways as pavement work specification
A1669	09/01/17	Cognatum	Agreeing that their gardener will cut Isles Road hedge, funded by the PC. Forwarded to S. Glass and E. Hodgson
A1670	09/01/17	Cognatum	Confirming that gardener prefers Cognatum to raise invoice for work on Isles Road Hedge. Forwarded to S. Glass and E. Hodgson
A1672	09/01/17	Sir Martyn Arbib	Re SID on Newtown Road. Suggesting that it would be better if it were sited nearer the B4192 as car speed is excessive by entrance to Howe Mill. Forwarded to all councillors
A1683	09/01/17	WC	Planning enforcement - concern raised alleging traffic sign (SID) erected at western end of village by PC rather than WC. Forwarded to S. Glass
A1684	09/01/17	ARK	Arranging meeting with S. Glass on 25/01/07 re possibility of shuttering to retain earth at 1 <sup>st</sup> bridge in Mill Lane. Gravel is to be put on the muddy path between the two bridges
A1688	09/01/17	TLG	(Now Idverde) Offering extension of contract to 31/03/18 to clean public conveniences at cost of £2,816.41 ex VAT. See Item 5.B.d
A1690	09/01/17	Skate Park Group	Responding to query re date for presentation on proposed project – it will take place at PC meeting on 20/02/17
A1691	09/01/17	CPRE	Best Kept Village Competition 2017. Forwarded to S. Glass
A1693	09/01/17	Mrs M. Cook	Drain blocked at bottom of Crowood Lane. Forwarded to S. Glass. A problem with the WC website prevented this from being reported a few days ago. <b>Action: S. Glass to try again.</b>

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A1694	09/01/17	Aldbourn PC	New tree planting inside Ramsbury boundary on B4192 is on highway side of ditch and roots could interfere with drainage in future. Forwarded to Planning Committee. <b>Action: S. Glass to ask Highways to look at it.</b>
A1696	09/01/17	Messagemaker	Person responsible for commissioning SIDs is off sick. Will finalise date w/c 09/01/17
A1701	09/01/17	Ramsbury Scouts	Asking where they can put up dog fouling notices. <b>Action: S. Glass to respond that the notices can go in Mill Lane, the back track to Mill Lane, and anywhere else a problem is noticed, so long as permission is obtained if they are put on private land.</b>
A1703	16/01/17	ATE	Request for help finding office space in Ramsbury, needed from end March. <b>Anyone who can help should contact Sara Gardner on 07909 091920 email <a href="mailto:sarahg.ghana@gmail.com">sarahg.ghana@gmail.com</a></b>
A1704	16/01/17	Mr R. Copp	Quote for grass-cutting 2017. See Item 4.B.b
A1707	16/01/17	PC Boardman	Last day with Police Force. The system has changed from Neighbourhood to Community Policing. PCSO Mark Braithwaite will be Ramsbury & Axford Community Police Officer. <b>Anyone interested in receiving information from Wiltshire Police can sign up to <a href="http://www.wiltsmessaging.co.uk">www.wiltsmessaging.co.uk</a> for updates from Wiltshire Police, Wiltshire and Swindon Neighbourhood Watch and Action Fraud.</b> Fuel thefts and purse dipping in Marlborough have recently been reported. <b>Update: There has also been a burglary in Ashley Piece.</b>
A1709	16/01/17	Rhino Play	Quote for fitness equipment for play area. <b>Action: S. Smith to prepare a display for the Village Open Day even ton 11/03/17 from 11 – 3 pm.</b>
A1710	16/01/17	WC	Referendum principles re increasing of precept will not apply to PCs in 2017/8. PCs should demonstrate restraint when setting increases in precept that are not a direct result of taking on additional responsibilities.
A1713	16/01/17	Messagemaker	Responding to S. Glass's email with photos of cable fitting for SIDs which were delivered with 3 missing – will deliver when they come to commission signs. Also asking for location of signs, suitable parking and dates for installation. S. Glass has responded
A1714	16/01/17	Community First Trading	Updated insurance schedule to include insurance for SIDs. Filed
A1717	16/01/17	CPRE	Requesting photographs for donation to library and possible 2018 calendar. Anyone interested in contributing should send jpegs to <a href="mailto:admin@cprewiltshire.org.uk">admin@cprewiltshire.org.uk</a>
A1718	16/01/17	Ramsbury Scouts	Reminder that they would like to discuss bulb planting and dog fouling posters.
A1721	16/01/17	WALC	Election Timetable. Important dates: 27/3/17 – last date for publication of Notice of Election; 04/04/17 at 4pm – deadline for submission of individual nomination papers; 05/ 04/17- Publication of persons nominated; 25/04/17 Publication of notice of poll; 04/05/17 – day of poll; 08/05/17 Change of Council. Also publicity re Planning Gain workshop. Filed under elections. <b>Action: Clerk to put timetable on notice board. Anyone interested in standing for election to the Parish Council in May should contact <a href="mailto:parishcouncil@ramsbury.org">parishcouncil@ramsbury.org</a> or call S. Arnold on 520322.</b>
A1722	16/01/17	Mrs M. Cook	Ramsbury Library is no longer in need of volunteers, but would like more customers

#### 4. COMMITTEE REPORTS

##### A Planning

Chairman: Susan Findlay

##### a. Planning Applications Processed since December 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)
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PC Comment WC	No objection
16/08914/LBC 16/08913/FUL	<b>Whittonditch House, Whittonditch, Ramsbury</b> Single storey link between back entrance and existing pool house
PC Comment WC	No objection Withdrawn
16/10483/FUL	<b>Woodlands Farm, Whittonditch, Ramsbury</b> Demolish bungalow and re-build new house
PC Comment WC	No objection
16/10596/FUL	<b>Laurel Garage, Back Lane, Ramsbury</b> Demolition of house and redevelopment of garage site to provide 7 dwellings
PC Comment WC	Objections following public meeting We understand this application has now been withdrawn
16/10866/FUL	<b>4 Union Street, Ramsbury</b> Erection of Garden Shed
PC Comment WC	Did not object to a garden shed but thought this particular building oversized for plot in conservation area
<b>16/09617/FUL</b>	<b>52 Whittonditch Road, Ramsbury</b> Erection of two storey extension & new detached garage.
PC Comment WC	No objection
16/12164/OUT	<b>Loves Farm, Ramsbury</b> Outline planning permission for permanent equestrian worker dwelling.
PC Comment WC	In circulation

- b. **Appeal APP/Y3940/W/16/3156940 – Land at Newtown Road.** Nothing has been heard yet. Update: The PC has since been informed that the Planning Inspector made a site visit on 22/11/16.
- c. **Planning application 16/10596/FUL for 7 dwellings at White’s Yard (site of former Laurel Garage), Back Lane.** The original application has been withdrawn and the Planning Officer has indicated that 5 would be a more suitable number of houses for the site.
- d. **Planning Application 16/10866/FUL – Erection of garden shed at 4 Union Street.** Members of the Planning Committee made a visit to a neighbour’s site and the applicant’s site. See Planning Committee’s comment on application in table above.
- e. **Neighbourhood Plan.** Nothing to report.

#### B Finance

**Chairman: Erica Hodgson**

- a. **2017 – 8 Precept Application.** This has been submitted.
- b. **Review of Single Source Justification (SSJ).** The SSJ for awarding the grass-cutting contract to R. Copp was reviewed. The new quote is very similar to last year, and the grass-cutting is always well-managed according to the season’s weather and growth. It was therefore agreed to renew the SSJ and accept the new quote. **Action: Clerk to inform Mr Copp.**
- c. **Quarterly Actual v Budget Reports.** It was noted that income and spending have generally been in line with budget. There was some over-spending of the Emergency Committee Budget caused by the necessity of more work than expected during servicing of the emergency generators. This is covered by the surplus carried forward from 2015/6. Over-spending of the town crier’s budget was caused by the subscription invoice for 2015-6 not being submitted until 2016-7, so this was cancelled out by £0 spending against the budget in 2015 – 6.
- d. **Public Convenience Cleaning Contract 2017-8.** The Quote for 2017-18 is the same as the current year and substantially less than the contractor used in previous years. Quote accepted.

#### C Rights of way.

**Chairman: Terry Brown**

- a. **Footpath 8C – Park Farm.** **Action: T. Brown to put up more signs for clarity.**
- b. **Clarification of status of footpaths.** The footpath from Isles Road to Swan’s Bottom and the path from Whitehill Close to Ashley Piece are not on the Rights Of Way map because they are both the responsibility of WC Highways.

**D Play Areas and Seats.****Chairman: Simon Smith****New equipment. Action: Clerk to put on agenda for next meeting.** See also Item 4 no A1709**E Emergency Committee.****Chairman: Diann Barnett**

- a. **Emergency Plan.** Still in progress – just 3 more wardens are needed. When these are in place there will be a short meeting of wardens who will be given a leaflet to deliver to each household in their area. It will contain information on gel sacs for floods, grit sand supply, emergency telephone numbers for powers cuts etc. Action: **S. Glass & D. Barnett to organise.**
- b. **Generators.** Once charging equipment has been installed the generators will be run regularly.
- c. **SSE Scheme supporting vulnerable people during a prolonged power cut.** This scheme is for families with babies, disabled people, people on state pensions, and those needed electricity for medical equipment etc. The leaflet includes a form to allow people who fall into these categories to register so that SSE can provide hot drinks and meals and in some cases emergency generators. The leaflets are available from The Post Office, Library, Surgery, and via Lunch Club. There will also be some available at the Village Open Day event on March 11<sup>th</sup>.

**F Recreation Centre.****George Hawes**

- a. Next meeting is on 17/01/17.
- b. **Car parks and track through the Rec. Centre.** An offer of help to re-grade these has been accepted.

**G Policy Committee.** Nothing to report**Chairman: Sheila Glass****Public Forum - Standing Orders Suspended for this item.**

- a. **SID at entry to village on road from Axford.** Mr Gauntlett objected to the installation of this on the following grounds: No problem with speeding at this point; 20mph limit in Back Lane has had an impact on speeding; Appearance – it's ugly and out of place in the village and specifically the conservation area; Impact on his property – visible from the garden; he was not consulted. S. Glass responded that the SIDs were located to draw attention to the fact that the whole village is a 30mph area, not to regulate the area between that particular sign and the bend. She said that the SID initiative came out of the village consultation and traffic plan presentation which was undertaken several years ago and attended by approx 150 residents who were in favour of speed control measures. She said that the preferred location had been nearer to his house, but the sign had been sited nearer the 30mph sign to avoid impact on his property. The PC was not able to extend the 20mph area as WC had funded only 2 such schemes and Ramsbury was fortunate in being allocated one of them. Mr Gauntlett thanked the PC for listening to his objections and said he would escalate his concerns to WC Planning.
  - b. **Appeal APP/Y3940/W/16/3156940 – Land at Newtown Road.** Mr P. Springfield asked if there was a date for this. At the time nothing has been heard, but see Item 5.A.b for subsequent update.
  - c. **Blocked drain at bottom of Crowood Lane.** See Item 4 no A1693. It was noted that any resident can use the Wiltshire WC site to report Highways problems.
  - d. **Pavement on Crowood Lane from opposite the Crown & Anchor to Townfield.** Mrs M. Cook said this needs resurfacing. The PC responded that WC has no budget for repairs such as this and the PC has budgeted to repair the pavement by the Church Rooms. It has to be repaired to standards laid down by WC Highways, and if the PC can get it repaired satisfactorily it will consider doing more repairs, but will have to put money into the precept to do so. Parish Stewards cannot undertake work of this nature.
- 6. Axford.**
- a. **Broadband.** Information received by the PC has been forwarded to Ashley De Safrin who is looking at broadband provision for the village. It includes information on vouchers towards payment for broadband installation.
- 7. Marlborough Area Board.** Our Community Matters Conference will be held Tuesday 21 February 2017 from 6:30pm - 9:00pm. **Action: H. Lloyd & S. Glass to attend.**
- 8. CATG**
- a. **Speed Indicator Devices (SIDS).** These are due to be commissioned on 17/01/17. (Update – delayed). See item 4 no A1605. The signs will operate for limited hours, targeting busy times during the morning and late afternoon/evening. The operating times can be changed / increased. Update: the signs are planned to operate 7am-7pm.
  - b. **Chairman. The new chairman is Jemima Milton.**

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- c. **Pavement repairs.** Action S. Glass to propose repair to pavement by The Church Room in Back Lane with the PC contributing 90 – 95% of the cost.
9. **Councillor Training.** C. Payne and S. Glass will attend a ‘Negotiate a Better Planning Outcome’ workshop on Feb 13<sup>th</sup>.
10. **Volunteers Event 11/03/17.** Following the Village open day event, volunteers from village organisations have been invited for drinks and nibbles at 6pm. **Actions: 1. Any Parish Councillor who would like to attend should contact S. Glass. 2: Any councillor who can help man the stall during the Village Open Day Event from 11 – 3 on the same day should contact S. Glass.**
11. **Parish Steward Scheme.** The PC is still awaiting dates beyond the steward’s January visit. Grips on the Marlborough Road beyond the Rec. Centre need clearing. This was on the last Steward’s list. **Action: S. Glass to put them on list again for next visit. Update: rota now received - next visit 2<sup>nd</sup> 3<sup>rd</sup> Feb.**
12. **Bins in Streets.** Action: Letters to be sent to people who leave bins out on streets other than on collection days.
13. **Review of Standing Orders.** Action: Clerk to send current version to H. Lloyd for review by end of February.
14. **Pre-School.** Nothing to report
15. **Website.** Action: S. Glass & S. Arnold to attend meeting with D. Leake to review progress on 21/01.17.
16. **ARK Projects.** Further work is planned for The Kennet Triangle – see item 4 no A1684.
17. **Library.** The Library now has enough volunteers but needs more customers.
18. **Allotments.** **Denise Edwards**  
**Vacant Plots.** Anyone interested in a plot should contact Dave Arnold on 520322, [dave@darnold.co.uk](mailto:dave@darnold.co.uk). In the meantime membrane has been purchased to cover the vacant plots to prevent weed growth.
19. **Telephone Kiosks.** **Graeme Fearon**  
**Action: S. Glass has sent response that the PC wishes the kiosk outside the Memorial Hall to be kept in service to WC.**
20. **Nature Reserve.** **Chris Morgan**  
a. **Access.** The area between the gate and the walkway has become difficult for push chairs and wheelchairs and may need gravelling. **Action: C. Morgan to investigate.**  
b. **Seats.** C. Morgan is working with volunteers re the refurbishing of seats.
21. **Tree Lights.** The new tree lights failed 2 days before Christmas. The electrician who inspected them reported that the connector was full of water, but power was going to the light and he thought the problem was with the starter. A new starter is on order and the light will be checked when it is installed. Mr R. Daniel suggested using uplighters set in the paving to light the tree, avoiding the necessity of a cherry picker it install put up and take down the lights.
22. **Vandalism.**  
a. **Public Conveniences.** Vase of flowers provided by cleaner was found smashed on the floor plus defecation on floor.  
b. **Burglary.** Update following meeting – See Item 4 no A1707.
23. **Memorial Hall.** A new notice board is on order.
24. **Public Conveniences.**  
a. **Vandalism – see al Item 22 above**

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- b. Contract. See Item 5.B.D.** it was agreed that the current cleaner does an excellent job including emptying litter bins outside the toilets and cutting back vegetation on the building when necessary. It was suggested that a gift to him would be appropriate – all in favour. **Action: S. Glass to give him a £30 gift and thank you card.**

**25. Kennet Triangle.** See item 4 no 1684.

**26. Patients' Rep.** Nothing to report

**George Hawes**

### 27. Accounts for Payment

Ref	Item	Total		VAT	S137	Incl in budget
I2617	British Gas- Electricity for Public Conveniences. (DD2) (from Dec 14 – Nov 15)	29.00		1.38	No	Y
I2618	PlusNet - Broadband Service(DD4)	12.99		2.16	No	Y
I2619	Idverde – Cleaning public conveniences October – December 2017 (Note invoice incorrect – corrected invoice requested)	836.56		139.43	No	Y
I2620	R. Copp - Grass-cutting 2016	2,476.00		0	No	Y
I2621	Green Machines – service of Axford generator	92.95		0	No	No*
I2622	S. Arnold –drinks & mince pies for December meeting	20.38		1.88	No	Y
I2623	S. Arnold – envelopes	2.95		0	No	Y
I2624	S. Arnold - Domain name and SSL starter kit for new web site	19.16		3.19	No	Y
I2625	S. Arnold – Managed WP Plus service for new website	4.79		0.80	No	Y
I2626	S. Glass – gift for D. Arnold for work on PC's computer in 2016	8.00		1.33	No	Y
I2627	S. Glass – Correction of under-payment of £0.10p on invoice no I2594	0.10		0	No	Y
I2628	Idverde – Supply of posts and erection of speed indicator devices	840.00		140.00	No	Y
I2629	Community First Trading – additional insurance to cover speed indicator devices	59.70		0	No	Y
I2630	Altodigital – per copy photocopier maintenance charge	36.00		6.00	No	Y
I2631	SSE – charge for electricity for Christmas lights –21 days in December	14.96		0.71	No	Y

\*This payment will be covered from reserves carried forward from last year.

**TOTAL PAYMENTS = £4,453.50 of which £296.88 is VAT.** Proposed – C. Morgan, seconded –H. Lloyd.  
All in favour.

### 28. Payments Received

R451	Santander – Interest on Business Savings account on 01/11/16	2.76	01/12/16	Direct Transfer	
R452	Santander – Interest on Business Savings account on 02/01/17	2.67	02/01/17	Direct Transfer	

**TOTAL PAYMENTS RECEIVED = £5.43**

**29. Bank Balance ON 03/01/17 CURRENT ACCOUNT £28,247.50**

**ON 06/01/17 BUSINESS SAVINGS ACCOUNT - £31,511.44**

These figures include ring-fenced funds of £792.05 from defibrillator fund, plus allocated budget for year, funds for long-term capital projects and contingency.

**DATE OF NEXT COUNCIL MEETING**

**MONDAY 20<sup>th</sup> February 2017**

**at 7.45pm**

**in**

**RAMSBURY MEMORIAL HALL**

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

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**ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC**