

RAMSBURY & AXFORD PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY FEBRUARY 19th 2007 in Ramsbury Memorial Hall

PRESENT: Mora Abell, Paul Court, Graeme Fearon, Cllr. Susan Findlay, Sheila Glass (Chairman), George Hawes, Geoffrey Rissone, Geoffrey Treherne, Sue Arnold (Parish Clerk), Tim McQue (School governor), Cllr. Chris Humphries and 3 members of the public.

- 1 **Apologies for absence for approval:** Diann Barnett, Steve Cook Fiona Kimber Debbie Marshall, Chris Morgan -**Approved.**
- 2 **Disclosure of interest:** P. Court – item 19.
- 3 **The minutes of the meeting held on January 15th** were approved (proposed- G Hawes, Seconded – G. Rissone).
- 4 **Matters arising:**
It was decide that no action would be taken on the Position of the Isles Road sign.

5 **NEW CORRESPONDENCE for discussion:**

2292	30/01/07	KDC	Permission to co-opt Parish Councillor. Action: Clerk to process
2297	30/01/07	Ravensbury Players	Grant application. Given to S. Glass
2299	30/01/07	WCC	Response to PC's letter on proposed strengthening of Lamplands And Cedars Bridges. Given to S. Glass. Action: Clerk to write requesting pavement on cedar's bridge and requesting that flow of water in river is maintained during bridge work.
2306	30/01/07	British Legion, Ramsbury	Grant application. Given to S. Glass
2317	30/01/07	WCC	Copy of WCC's submission for One Council for Wiltshire (Unitary authority status). See www.wiltshire.gov.uk/council/local-government-white-paper.htm . Link circulated to all councillors. Actions: 1. Clerk / chairman to write to Ruth Kelly supporting de-centralisation to District Councils rather than centralisation to a unitary authority. 2. Chairman to e-mail Ruth Kelly's address to councillors who may also wish to write.
2323	05/02/07	Luncheon Club	Grant application. Given to S. Glass
2324	05/02/07	CPRE	Village of the Year/Wilts Best Kept Village competition. Given to S. Glass. Action: P. Court to suggest to Youth Club Committee that Youth Club members should do a village tidy-up with a view to entering the Best Village Competition.
2327	05/02/07	Ian Ritchie	Response to co-option notice
2326	05/02/07	KDC	Parish elections – Timetable and candidate qualifications. Action: S. Glass to e-mail all existing councillors to confirm their willingness to stand for re-election.
2334	12/02/07	Ramsbury Pre-school	Grant application. Given to S. Glass
2335	12/02/07	Tim McQue	Response to co-option notice
2336	12/02/07	Ramsbury School PTA	Grant application. Given to S. Glass
2337	12/02/07	Junior Football	Grant application. Given to S. Glass
2341	12/02/07	KDC	Application form for Small Business Rate Relief – 01/04/07 – 21/03/2010. Given to S. Glass
2343	12/02/07	Communities and Local Govt	A revised code of conduct for Local Authority members – consultation on amendments. Given to S. Glass
2346	12/02/07	Ramsbury Memorial Hall	Grant Application. Given to S. Glass

2348	19/02/07	1 st Ramsbury Scouts	Grant application. Given to S. Glass
2351	19/02/07	PC Batchelor	Report of month's incidents, including actions taken on speeding in Axford.
2357	19/02/07	Bowls Club	Grant application. Given to S. Glass
2360	19/02/07	WCC Highways	Re Request by owners of Selkley House Whittonditch to stop right of public to pass and re-pass over an area of land recorded as a public highway. Given to S. Glass. There were concerns that walks etc would park on the verge, damaging it and reducing visibility at the junction. Action: Clerk to write to WCC.
2362	19/02/07	British Gas	Monthly Payment Plan – originally £90 – reduced to £45 based on meter reading
2364	19/02/07	Defra	How to be a responsible dog owner. Action: Clerk to use wording supplied by PC Batchelor to make posters regarding dog control around animals.
	19/02/07	MADT	Savernake Hospital would appreciate letter from members of the public in support of keeping the hospital's minor injuries unit open. Action: S. Glass to e-mail address for letters to all councillors.

6 COMMITTEE REPORTS:

A Planning

Chairman: G. Hawes

Planning Applications Processed since January Report

K/55926/TR2	The felling to ground level of a fir tree in the rear garden of the property The Hop House, Tankard Lane, Ramsbury. Mr and Mrs Cockwell
PC Comment	No objection
KDC Decision	Awaited
K/55888/F	Change of use from light industrial to light industrial and vehicle repairs Unit 6, Whittonditch, Ramsbury. Mr. A. J. May
PC Comment	No objection
KDC Decision	Awaited
K/55885/TR2	The removal of four trees within the garden of the property comprising; 1 apple tree, 1 unspecified fruit tree, 1 cherry tree and 1 holly tree 79 High Street, Ramsbury. Mrs C. Strover
PC Comment	No objection
KDC Decision	Awaited
K/55312/TR2	Works to trees in the rear garden of the property to consist of; the felling of one willow tree, the removal of one stem, [of 2], crown thinning by approx. 30% and dead-wooding of another willow tree, the crown thinning by 30% and dead-wooding of a third willow tree and the crown raising by 8ft. to good growth points of a yew tree. 69 High Street, Ramsbury. Mrs Fox.
PC Comment	No objection
KDC Decision	Awaited
K/55857/TR2	The felling of a plum tree in the garden of the property 23 Oxford Street, Ramsbury. Mrs. J. Wilson
PC Comment	No objection
KDC Decision	Granted
K/55854/TR2	Height reduction of three silver birch trees in the garden of the property to a height of between 30 and 35 feet, based on sympathetic pruning/lopping. Ravensbourne, Union Street, Ramsbury. Mr. K. Jauncey
PC Comment	No objection
KDC Decision	Granted
K/55617/F	Single storey rear extension 45 Ashley Piece, Ramsbury. Mr and Mrs Smith
PC Comment	No objection
KDC Decision	Granted
K/55595/F	Proposed single storey extensions to both elevations Orchard Cottage, Chapel Lane, Ramsbury. Mr and Mrs G Davies

PC Comment KDC Decision	No objection Granted
K/55792/F	Single storey side and rear extensions, demolition of existing garage and loft conversion. Hilldrop Cottage, Hilldrop Lane, Ramsbury. Mr. and Mrs. S. Scupham.
PC Comment KDC Decision	No objection. Concern that gates be set back to allow passing traffic on the bend Awaited.
K/55995/TR2	The removal of three unspecified trees on an area of land adjacent to the roadside. 10 Union Street, Ramsbury. Mrs Whiting
PC Comment KDC Decision	In circulation Awaited
K/55808/F	Extension to form utility room and WC Autumnmist House, Whittonditch Road, Ramsbury. Dr. and Mrs. N. J. Milne
PC Comment KDC Decision	No objection Awaited
K/55783/F	Change of use of buildings to single dwelling and office. Demolition of existing rear addition and erection of two storey rear extension and detached garage building. Changes to fenestration 1, The Square, Ramsbury. Mr. A. Fitton
PC Comments	The Parish Council strongly objects on the following grounds; [1]The area now covered by the application excludes the playing surface of the bowling green in an attempt to avoid conflict with the protection afforded by policy TR17. The actual area covered by the above policy as defined in the village plan [which has been adopted by KDC] includes the area above the green housing the pavilion building, toilets and storage facility up to the car park area. [2] The applicant's agents say in the letter accompanying the revised plans that the applicant intends to take the area of the bowling green into private use after Sept.2007. We consider this a material breach of the protection provided by policy TR17, in that, unless there is a viable replacement facility available this would contravene the policy. It is unlikely that the planned replacement facility to be constructed at the Recreation Centre will be available by then. [3]For the above reasons we consider the application to be premature. The Parish Council has no objection to the proposed changes to the proposed building
KDC Decision	Awaited
K/55483/LBC	Internal alterations, refurbishment and re-servicing. Window enlargement to rear. 81 High Street, Ramsbury. H. J. Hyams
PC Comments KDC Decision	No objection Awaited
K/55946/TR2	Works to trees on the southern border of the property and adjacent to it consisting of; the thinning of two ash trees and one western red cedar by 20%, thinning and reduction by approx. 30% of a cobnut tree, and the crown reduction by approx. 30 of two ash trees. Smug Onion, Union Street, Ramsbury. Mr. D. G. Lewis.
PC Comment KDC Decision	In circulation Awaited
K/56014/LBC And K/56013/F	Construct first floor extension on existing ground floor flat roof to form bedroom. Alter location of kitchen to where sitting room is and vice versa. 89 High Street, Ramsbury. Mr and Mrs T. Haigh.
PC Comments KDC Decision	In circulation Awaited

B Finance

Nothing to report.

Actions: 1 Steve Cook to organise Finance committee meeting. 2 Clerk to photocopy grant applications for finance committee members.**Chairman: Steve Cook****C Rights of way****Chairman: Geoffrey Treherne**

- a. **Beating of the Bounds 2007.** It has been decided to try and generate more interest in the walk this year, especially amongst younger people and families. A flyer will go out with the PC Newsletter and there will be information in the March Parish magazine. There will be 2 sets of portable loos, and the route will be safer and easier to follow. The Flyer has been booked. R. Price has produced a guide to points of interest along the way, which will be distributed via the school and other outlets. All walkers will get a badge. **Most importantly no dogs will be allowed at the walk or at the stops. Actions: 1. T. McQue and S. Findlay to promote the boundary walk via the School. P. Court ditto via the Youth Club.**
- b. **Tree damage following storm.** While most trees were cleared from footpaths quickly after the storm, some remain. **Action: G. Fearon to pass details to Clerk for reporting to Esther Daley at WCC.** It was noted that where trees came down in a conservation area the tree officer will decide if a replacement is required. It was noted that there was significant damage to trees in Axford Water Meadow and that grants for tree planting are available from The Woodland Trust.
- c. **A Rights of Way Committee meeting** to consider the grass-cutting quotes took place immediately after the PC meeting.

D Play Areas and Seats.

Chairman: Fiona Kimber

- a. **Trees for Ashley Piece Play Area.** S. Glass has consulted Simon Blunt regarding trees to replace the conifers removed from the Ashley Piece Play Area. While there is already 1 beech, this may not be the best species to replant, as they are not drought tolerant. **Action: M. Abell to look into availability of old large metal tree guards that can be re-powder-coated and G Hawes to investigate whereabouts of tree guard from the Square at Hilldrop Farm.**
- b. **Zurich Safety Report.** This indicated that safety surfaces are required beneath the springers at the Knowledge Crescent play are. **Actions: 1. Chairman to write to Zurich pointing out that this is not a RoSPA requirement. 2. S. Glass to re-sow one patch of grass by the springers in a month's time.**

E Emergency Committee

Chairman: Chris Morgan

- a. **Fuel Funnels . Action: P. Court to pick the up from supplier.**

F School Governor

PC Nominated Governor: Tim McQue

- a. **Retirement of Head.** After 20 years in post Richard Colley is retiring as Head Teacher with effect at the end of the current academic year. Arrangements to appoint his replacement are underway.
- b. **Roll.** The upward trend for numbers of children on roll continues, with a lot of interest from outside the catchment area. The chairman strongly expressed the view that Ramsbury children must not be turned away should capacity be reached.
- c. **Safety and Security at the School.** Following a review of school security, the side gate has been fitted with a lock and the main front door entrance is to fitted with a keypad entry system The PC expressed regret that this has been thought necessary. Following a review of health, safety, and security the use of the infants playground as a temporary car park at the beginning and end of the school day has been discontinued. This results in congestion in Back Lane. Parents of children coming from Axford are strongly encouraged to make use of the school bus service to transport children rather than cars.
- d. **Hot School Meals.** The Parish Council has received a grant application from the PTA requesting funding for equipment associated with providing hot meals, which will start on 5th March. . **Action: As money is also available from WCC, Tim McQue to check what is required.**
- e. **Extended Schools Programme.** The school is assessing the opportunities for more use of the school by people in the Community. The Parish Council will be consulted.

G Recreation Centre.

Chairman: George Hawes

Nothing to report.

H Policy Committee

Chairman: S Glass

Nothing to report.

7 Public Forum - Standing orders suspended for this item.

- a. Ben Tottenham reported that 750 copies of the 20th anniversary edition of the diary had been delivered, covering everyone in the village. He was congratulated on the anniversary edition by the chairman.

- b. Ben Tottenham reported that agreement had been reached with the owner and lessees of The Bell to site a lectern between the 2 bay windows of the Bell. A further planning application will be necessary.
 - c. Ben Tottenham reported that leaves have not been cleared from Back Lane. (This item was carried forward to the February list for the Parish Steward, as he focused on storm damage during the January visit.)
 - d. Ben Tottenham said that he would include an entry about the May elections in the March edition of the diary.
 - e. David Arnold, trainee Citizen's Advice Bureau advisor, said that Ramsbury is one of the few parishes that do not make a contribution towards funding the CAB's work and asked the PC to consider a grant. CAB records show that 20+ Ramsbury residents have used the service in the past year for help with problems relating to housing, employment and debt. **Action: Finance Committee to consider request.**
 - f. David Jenkins brought attention to the collapse of part of the churchyard wall associated with work to convert the Red Cross building to a dwelling. G. Hawes gave an update. An enforcement notice has been served to protect and preserve the churchyard wall. Health and Safety and the Conservation officer at KDC, as well as church architects and surveyors are now involved.
- 8 **Axford** - Nothing to report.
- 9 **Nature Reserve** -No report.
- 10 **Square refurbishment.**
Quotes for the work. All contractors have now responded and one quote is within budget. **Action: G. Rissone to pursue outstanding queries asap.**
- 11 **Parish Plan.** There will be a presentation on Parish Plans at March's Parish Council meeting.
- 12 **Co-option of Parish Councillor.** This was dealt with at the end of the meeting. There were 2 applicants both of whom are considered valuable additions to the Parish Council. As there is only one vacancy one will be co-opted immediately and the other invited to stand for election in May with the full support of the Parish Council. A vote on the candidate for co-option was unanimous with one abstention. **Action: S. Glass to inform both candidates of decision.**
- 13 **Lamplands & Cedars Bridges.** See item 5 no. 2299.
- 14 **Parish Stewards Visit –Items for visit on 21st March.**
 Note that some of the work from the January list has been carried forward to the Feb 20th visit as clearing storm damage prevented the requested list of items being completed. The following work will be requested for March:
 Cut back branches overhanging footpath no 2 from trees on the verge below the tennis courts at the Recreation Centre.
 Clear footpath 2 of mud
 Check if drains need clearing at Back Lane, Axford – extreme western end of village near Crown Property cottages
Action: S. Findlay to check Crowood Lane and pass any items to Clerk in good time for March visit.
- 15 **Police Information Box.**
 It is not very visible at present. **Action: Clerk to put article about box and its location in Parish Magazine.**
- 16 **Vandalism.**
 A window was broken at the Post Office on the night of 9th February. **Action: Clerk to put on vandalism log and pass on to PC Batchelor.**
- 17 **Police Surgery.**
Police Surgery. PC Batchelor was unable to attend but a community police officer attended in his place. There was one attendee.
- 18 **Newsletter.**
 A draft had been sent to all councillors. The following additions were suggested for inclusion: More information on Axford, Police box, footpaths, Beating the Bounds, organisations contact list, Welcome pack. **Actions: I.**

Ben Tottenham to provide the clerk with the last 2 items. 2. Clerk to finish newsletter prior to March meeting.

19 The Youth Club

- a. Transfer of Parish Council held funds.** A list of equipment to be purchased was received. The PC approved the handover of a cheque for £500 to cover this.
- b. Rent of Church Rooms.** The Parish Council has agreed to pay this for the Club's first year.

20 The Ramsbury Roxy

- a. Equipment.** The new projector and screen arrived and provide excellent picture quality.
- b. Attendance.** The average attendance is about 60.
- c. Programme.** 2nd March – *Rabbit Proof Fence*, 16th March – *The Constant Gardener*, March 30th - *The Glen Miller Story* (all Fridays). **Stop Press Friday 11th May-Oscar winner Helen Mirren in The Queen.**

21 Oral History.

Work on putting together the archive including taking photos if interviewees is continuing.

22 Accounts for Payment.

I935	Memorial Hall - Hire of meeting room for planning meeting	8.00		0	No
I936	KDC – Cleaning of Public Conveniences Nov & Dec	824.63		122.81	No
I937	British Gas – Electricity to Public Conveniences, 1/07/06 to 31/12/06 (NB VAT at 5%)	101.45		4.83	No
I938	Community First – additional insurance to cover Roxy projector and screen. (Covered by transfer of same amount PC account from Roxy account)	33.92		0	No
I939	Installing and removing Christmas Tree lights	656.99		97.85	No
I940	British Gas – Electricity to Public conveniences	18.55		0.88	No
I941	BT – telephone bill	73.55		10.95	No
I942	Cora Jackson – Oral History – Typing 5 scripts	50.00		0	No
I943	Rosemary Court, Youth Club – underpayment on items I901 and I 903 (15.04 + 95.26 = 110.30 but £100.30 paid)	10.00		0	No
I944	S. Arnold – Underpayment on I92, I929 & I930 (26.68 + 400.00 + 21.58 = 450.26 but £448.26 paid)	2.00		0	No
I945	Splash Donation	50.00		0	Yes
I946	British Gas – electricity for public conveniences due 28/02/07 by direct debit	45.00		0	No
I947	Rates for Public Conveniences – due 1/02/07 by direct debit.	69.00		0	No

Total Payment for February = £1,943.09. Proposed - G. Hawes, Seconded G. Fearon. – Unanimously approved.

22 Payments Received

R38	Ramsbury Roxy PC subgroup - Transfer by cheque of £33.92 for additional insurance to cover projector and screen	33.92	05/02/07	Cheque	
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TOTAL RECEIVED - £33.93

23 Bank Balance on 01/02/07 CURRENT ACCOUNT - £5,728.38
 DEPOSIT ACCOUNT - £23,590.41
 ROXY FUNDS on 01/02/07 = £839.11, + £540.60 in Parish Council account

24 OTHER CORRESPONDENCE - as listed below:

2293	30/01/07	Ivojo Multimedia	Confirmation of Roxy projector & screen order
2294	30/01/07	Highways Agency	Notice of work M4 J14 –J 15, 22 nd Jan – 31 st March
2295	30/01/07	WCC	Reorganisation of Registration Service in Wilts. Includes closure of Marlborough Office. Given to S. Glass
2296	30/01/07	Highways Agency	Notice of work on A34 at approach to M4 at Chieveley junction
2298	30/01/07	Voluntary Action Kennet	Notice of First Aid Course 14 th Feb, Devizes. Cost £40
2300	30/01/07	Rural Arts Wilts	Spring programme
2301	30/01/07	WCC	Notice that WCC has agreed to apply for Unitary status.
2302	30/01/07	WCC	Confirmation of Emergency Planning course place for C. Morgan
2303	30/01/07	C. Humphries	Press release copy. Record amount of glass recycled in Wilts over Christmas period
2304	30/01/07	North Wessex Downs AONB	Repeat invitation to Spatial Management Plan Workshop. Clerk has responded
2305	30/01/07	C. Humphries	Press release copy. Survey by DEFRA on wheelie bin contents – 4 days from 22/01/07.
2307	30/01/07	WCC	Emergency Planning Newsletter e-mail). Copied to C. Morgan
2308	30/01/07	C. Humphries	Press release copy. Befrienders needed for young people in care.
2309	30/01/07	WALC	New website. Councillors can ask Clerk for login username and password.
2310	30/01/07	Wilts Bobby Van Trust	Newsletter
2311	30/01/07	Ivojo Multimedia	Invoice paid confirmation. Filed in Finance vouchers
2312	30/01/07	Sutcliffe Play	Catalogue request form. Given to F. Kimber
2313	30/01/07	Society of Local Clerks	2006 updates to 'Working with Your Council' available. Given to S. Glass
2314	30/01/07	Chris Humphries	Copy of report to Highways of fence down adjacent to sheer drop on C6 Ramsbury to Axford road
2315	30/01/07	Chris Humphries	Copy of Salisbury District Council's response to WCC's decision to submit for Unitary Authority status. Circulated to all councillors
2316	30/01/07	Chris Humphries	Press release copy. Time capsule competition for schools to mark construction of Wilts & Swindon History Centre
2318	30/01/07	WCC	Emergency Training course. Request for those who have not confirmed to do so. (C. Morgan already confirmed)
2319	30/01/07	Community First	Notice of training weekend for clerks wishing to complete professional qualification
2320	30/01/07	Chris Humphries	Press release copy. WCC offering grants and free advice on developing on-line businesses
2321	30/01/07	PC Batchelor	Confirmation can attend Feb Police Surgery
2322	05/02/07	IDC	Roxy Screen delivery note – filed with invoice
2325	05/02/07	Aster Group	Zurich engineer's report – Hilldrop Close Playground
2328	05/02/07	Cllr Humphries	Press release copy. WCC warns householders to beware of rogue driveway firms
2329	05/02/07	WCC	Community Emergency Volunteer Contact list. Electronic – filed on computer and copy to C. Morgan
2330	05/02/07	WCC	Parish News. Electronic. Copy to S. Glass
2331	10/02/07	Alliance and Leicester	Deposit Account Statement. Balance £23,590.41
2332	10/02/07	Alliance and Leicester	Current Account Statement. Balance £5,728.38
2333	12/02/07	Cllr Humphries	Press release copy. Health watchdog to look at proposals to reshape county's health services
2338	12/02/07	S. Findlay	Copies of e-mails and letters relating to Cedars & Lamplands bridges. Given to S. Glass
2339	12/02/07	Cllr Humphries	Press release copy. Road verge volunteers wanted to help protect and encourage roadside verge plants.

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2340	12/02/07	WALC	Newsletter and enclosures – given to S. Glass. Election pack in office
2342	12/02/07	NALC	Review of Quality Town and Parish Council Scheme
2344	12/02/07	UK Celebrations & Commemorations Ltd	Guide to celebrating s St. George's Day
2345	12/02/07	Alliance & Leicester	Effect of bank rate changes on deposit accounts
2347	19/02/07	WCC Emergency Planning	Reminder of training sessions 19 th Feb. Diann Barnet to attend in place of Chris Morgan
2349	19/02/07	G. Cox	By telephone. Grass-cutting quote
2350	19/02/07	Brennans of Wiltshire	Quote for work on Square. With G. Rissone
2352	19/02/07	WCC	Notice of 'Older People in the Community' event, incl. project funding available. Given to S. Glass
2353	19/02/07	WCC	Proposal to reorganise Wilts Registration Service
2354	19/02/07	WCC	Increase in charges for meals, transport and home care hourly rates.
2355	19/02/07	Cllr Humphries	Copy of letter from West Wilts and report by M Chisolm (Cambridge University) objecting to WCC Unitary Authority Status decision
2356	19/02/07	Countryside Alliance	National Post Office Week Rallies at village post offices. Wilts rally is Thurs 22 nd Feb, Wren's Farm Shop, East Knoyle Wilts
2358	19/02/07	Carol Pederson, USA	Request for info re US troops in village in WWII. Responded
2359	19/02/07	Rentokil	Conformity Certificate – temperature in Public Conveniences
2361	19/02/07	Wilts Wildlife Trust	Sarsen Trail, Sun 6 th May.
2363	19/02/07	KDC	Invoice reminded (I99936, to be paid at Feb meeting)
2365	19/02/07	Highways Agency	Work on M4 eastbound 15 th – 22 nd Feb
2366	19/02/07	Audit Commission	Appointment of External Auditor and fees: www.audit-commission.gov.uk
2347	19/02/07	WCC Emergency Planning	Reminder of training sessions 19 th Feb. Diann Barnet to attend in place of Chris Morgan

**DATE OF NEXT MONTHLY COUNCIL MEETING – MONDAY MARCH 19th 2007
7.45pm
IN RAMSBURY MEMORIAL HALL**

ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC

YOU WILL BE VERY WELCOME - PLEASE COME