

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

461

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY APRIL 16th 2007 in Ramsbury Memorial Hall

PRESENT: Mora Abell, Steve Cook, Paul Court, Graeme Fearon, Cllr. Susan Findlay, Sheila Glass (Chairman), George Hawes, Geoffrey Rissone, Ian Ritchie, Geoffrey Treherne, Sue Arnold (Parish Clerk), and 1 member of the public.

1 Apologies for absence for approval: Diann Barnett, Anne Dixon, Fiona Kimber - **Approved.** Apologies also from Tim McQue (School governor) and Cllr. Brian Twigger.

Also absent: Debbie Marshall.

2 Disclosure of interest: None

3 The minutes of the meeting held on March 19th were approved unanimously (Proposed - Paul Court, Seconded - George Hawes)

4 Presentation on Parish Plans by Katie Fielding, Community First.

Ms Fielding explained that a Parish Plan is akin to a business strategy plan. It deals with facilities and services in the Parish. It identifies strengths, opportunities, problems and potential threats and defines how the parish wants to develop over the next few years. It is therefore different from the design statement, which relates to the built environment, and has a formal status in the planning process. It is not mandatory to have a parish plan.

A parish plan has to be developed by a steering group consisting of members from a cross-section of the community, in consultation with the wider community. Normally one or two councillors would represent the PC on the steering group. It is the responsibility of the steering group to approve the plan and the Parish Council to adopt it. Funding from DEFRA of up to 95% of the cost of producing the plan (up to a max of £3000) is available, as is support in producing the plan from Community First. Funding for any projects identified by the plan would need funding from elsewhere. Answering questions, Ms. Fielding confirmed that the plan has no statutory status, but it can be used as evidence that the village is behind proposed aims or projects identified in the plan, and in negotiating with organisations such as English Nature, the AONBs etc. She was unable to confirm if any aim identified in a parish plan had been achieved, but will provide the answer before the next PC meeting. **Action: Clerk to put Parish Plan on May agenda.**

5 Matters arising:

A date for the village clean up by the Youth Club was requested. **Action: P Court to e-mail date to S. Glass.**

Outstanding Action: S. Arnold to write to Ramsbury estate manager re collapsing hedge near Axford.

6 NEW CORRESPONDENCE for discussion:

2413	09/04/07	WCC	Planning structure under Unitary Authority – sent to all councillors
2417	09/04/07	MBC Badge Co	Artwork and quote for Boundary Walk badges. Badges will be presented to walkers who fulfil all or part of the walk.
2426	09/04/07	Marlborough & District Farm/ Neighbourhood Watch	Current issues. Given to S. Glass
2433	09/04/07	Mr A. Fitton	Vandalism at 1 The Square, Ramsbury. The PC noted that other problems and damage occurred on the same night. Action: Clerk to write to Mr. Fitton saying the PC appreciates the problem and asking for assurance that the work on the currently boarded building will start within 3 months.
2438	09/04/07	North Wilts Downs AONB	Climate changing the North Wilts Downs – Wed 9 th May – 10.00 – 1pm Wed 9 th May. Given to I. Ritchie. I. Ritchie cannot make this meeting, but will report back to the PC on future ones.
2439	09/04/07	WCC	Annual Area Highways Presentation. Invitation for 2 members of Council to attend – 2.00 10 th May, Kennet Valley Hall Lockeridge. Given to S. Glass. Action: S. Findlay to attend if re-elected.
2448	09/04/07	WCC	Summary Paper – Strengthening Community Influence and Planning
2449	16/04/07	Holy Cross Team Office	Quote for printing newsletter - £40 for 800

2455	16/04/07	British Gas	Overdue Account reminder £572.70. (Electricity for public conveniences). This is bill Adrian Hampton has agreed KDC is paying. British Gas Account Manager and KDC contacted.
2456	16/04/07	British Gas.	Admin charge on overdue bill - £50. KDC will need to be responsible for this. British Gas Account Manager and KDC contacted.

7 COMMITTEE REPORTS:

NB. Committees. Action: All Councillors standing for re-election are to consider which committees they would like to sit on from May.

A Planning

Chairman: G. Hawes

Action: S. Glass to have a meeting with the owners of Selkley House regarding the proposed closure of the lay-by and report back to the PC.

Planning Applications Processed since March Report

K/56067/TR2	Works to trees at the property to consist of: height reduction and cutting back of roadside branches on 3 leylandii, height reduction by 1/3 rd of a thuja, the felling of a large elder, the shortening back of 2 low roadside branches on a holly tree, the reduction to previous pruning height of 2 leylandii and the cutting back of a large Scots pine tree by approximately 2 metres from the house, to leave with a natural appearance. NB works to dead trees/wood are exempt. Parliament Piece, Back Lane, Ramsbury. Mr Pinches
PC Comment KDC Decision	No objection Granted
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 KDC Decision	No objection Awaited. Regulatory committee April 19th
K/56034/F	Proposed alterations and two storey extension Ridgeland, Whittonditch Road, Ramsbury. Mrs K Hardwick
PC Comment KDC Decision	No objection Granted
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 approximately 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 KDC Decision	No objection Awaited
K/55483/LBC	Internal alterations, refurbishment & re-servicing. Window enlargement to rear. 81, High Street, Ramsbury. H. J. Hyams
PC Comment KDC Decision	No objection Awaited
K/55792/F	Single storey side and rear extensions, demolition of garage and loft conversion. Hilldrop Cottage, Hilldrop Lane, Ramsbury. Mr and Mrs S Scupham
PC Comment KDC Decision	No objection. Important that access gates are set back far enough for vehicles intending to enter to be off the carriageway as this is a blind corner. Granted
K/56013/F And K/56014/LBC	First floor rear extension over flat roofed sitting room 89 High Street, Ramsbury. Mrs V. Haigh
PC Comment KDC Decision	No objection Granted
K/56224/LBC And K/56225/F	Replacement of conservatory with a new orangery, minor extension to utility room, minor internal alterations. Whittonditch House, Ramsbury. Mr and Mrs R Boycott
PC Comment KDC Decision	No objection Awaited

463

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	No objection Granted
K/56130/F	Repair and reinstate roof over boiler room at rear of premises. The Bell Hotel, The Square, Ramsbury. Mr J. Parke
PC Comment KDC Decision	Retrospective. 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 NOTE: This application has been resubmitted to remove the entire area protected by policy TR17 and the Parish Council has therefore removed its objection but has asked KDC to advise us as to the applicant's remaining responsibilities regarding the protected area and facilities/access KDC Decision	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. Granted
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/56341/TR2	The felling of a row of conifer trees, plus a separate conifer tree at the property 4 High Street, Ramsbury. Sir G Owen.
PC Comment KDC Decision	In circulation Awaited
K/56086/TR2	Works to trees at the property to consist of: the felling of a pussy willow tree by the front door and the cutting back of the lowest limb on the mock acacia on the front lawn. The old Coach House, Scholards Lane, Ramsbury. Mr. J. Brooks
PC Comment KDC Decision	No objection Granted
K/56097/F	Alterations to garage [including pitched roof] to facilitate use as additional habitable accommodation. 6 Union Street, Ramsbury. Mr and Mrs C Clark
PC Comment KDC Decision	No objection. Retention of off street parking should be a condition of approval. Awaited
K/56365/ADV	Display of visitor information board. The Square, Ramsbury. Ramsbury Amenity Group.
PC Comment KDC Decision	In circulation Awaited

B Finance

Chairman: Steve Cook

Audit process. This will be the same as next year. Simon Blunt is to be the internal auditor.

C Rights of way

Chairman: Geoffrey Treherne

- a. Boundary Walk 2007.** The guide will be going to print at the end of the week. An exhibition on the Boundary Walk will be in the Post Office window. The pre-school has agreed to provide teas. It was noted

that 2 trips will be need at the beginning and end of the lunch stops. Volunteers are still need for the lunch stop and driving the flyer. Help is needed to get walkers to the start point. **Actions: 1. G. Treherne to contact Karina Dennis, Ashley Piece. 2. G. Treherne to contact the landowner to ensure the gate at Membury is open for walkers. 3. Organisers to tell people on the day not to put lunches in the flyer for delivery at lunchtime.**

D Play Areas and Seats.

Chairman: Fiona Kimber

- a. **Quotes for painting equipment.** None received. **Action: S. Findlay to give contact information for Community Service Volunteers to S. Glass.**
- b. **Worn grass beneath the springers at the Knowledge Crescent play area.** **Action: S. Glass to re-sow one patch of grass/lay turf.**

E Emergency Committee

Chairman: Chris Morgan

Nothing to report. **Action: Clerk to put Review of Emergency Plan on the May agenda.**

F School Governor

PC Nominated Governor: Tim McQue

Report received by email. (Apologies this was not available at the PC meeting.) The school has selected a new head to start in September.

G Recreation Centre.

Chairman: George Hawes

Fundraising. The next major event will be an auction of promises on May 21st.

H Policy Committee

Chairman: S Glass

Nothing to report.

8 Public Forum - Standing orders suspended for this item.

- a. Ben Tottenham reported that he had put details of the Boundary Walk in the May Diary.
- b. Ben Tottenham reported that he was about to produce a new village organisation contact list. He suggested that this and advertising information from the Parish Magazine could be useful information for a parish plan.
- c. Ben Tottenham requested the date for the village cleaning up for the Diary. **Action: Action: P. Court to inform B. Tottenham of the date.**
- d. Ben Tottenham reported his meeting with a wartime evacuee to the village who may be willing to speak to the Oral History project. **Action: Clerk to contact the lady.**

9 Axford

- a. **Street light.** One of the streetlights is not working and has been reported.

10 Nature Reserve.

- a. **Plaque for bench in memory of Roy Alexander.** The proposed citation has been sent to Wiltshire Wildlife trust for their approval. **Action: C. Morgan to give size of required plaque to S. Glass.**
- b. **Grass-cutting.** The first cut of the meadow will take place in the next couple of weeks.

11 Square refurbishment.

Project organisation. C. Morgan is to join G. Rissone in managing the project. **Action: G. Rissone to organise a meeting of all parties involves (KDC, WCC Highways, contractors) as soon as possible.**

12 Election on May 3rd.

- a. **Nominations.** There have been 2 nominations to represent Axford, fulfilling the necessary quota, but only 9 nominations to fulfil Ramsbury's quota of 13. **Action: S. Glass to provide Diary and Parish Mag with article asking for volunteers for co-option.**
- b. **Retiring Councillors.** Mora Abell, Steve Cook, Fiona Kimber, Debbie Marshall and Anne Dixon were thanked for the time and effort they have given to the Parish Council.
- c. **Newly nominated councillor.** Tim McQue was the only person nominated who is not a current Parish Councillor.
- d. Note that although there will be no Parish Council election there will be an election for District Councillors.

13 Parish Stewards Visit

- a. April visit.** The list for the visit on 20th April has been submitted. There will be no May visit.
- b. June visit. Action: All to e-mail work identified for this visit to the Clerk.**
- c. Mill Lane bridges footpath.** This is becoming unsuitable for pushchairs and needs levelling. **Action: Clerk to report to Esther Daly.**

14 Police Information Box.

At present the box is not secure and information is awaited from from PC Batchelor who is to have a look at it.
Action: Clerk to put article about box and its location in Parish Magazine when box is checked.

15 Vandalism.

In addition to the breaking of Mr Fitton's windows, other damage occurred on the same night. This included glass smashed in the road, damage to cars in the High Street and cones moved to direct on-coming traffic into a single lane, head-on, at the bend at the ends of the High St. **Action: Clerk to log.**

16 Police Surgery. No response was received to e-mailed requests for a surgery prior to this meeting.

17 Newsletter.

- a.** The newsletter is about to be printed.
- b.** R. Price has a list for the numbers required for each area. **Action: Chairman to ask R. Price for info.**
- c.** The following delivery schedule was agreed:
M. Abell - Whittonditch, Whittonditch Road and roads off – Greenacres, Whitehill Close, Atherton Close
S. Cook - Ashley Piece
P. Court - Knowledge Hill, Hilldrop. Knowledge Crescent
S. Glass – Isles Court, Isles Road, Orchard Close
G. Hawes - High street and roads off – Theatre Mews, Saxon Forge & Court, Burdett St. & Mews, Dyers Yard
C. Morgan - The Paddocks, Newtown Road
G. Rissone - Scholards Lane, the Knap, Tankard Lane, Union Street
I. Ritchie - Oxford Street, Crowood Lane, Townwood, Chapel Lane, Swan's Bottom, Swan's Close
B. Tottenham - Back Lane, Lawrence Mead, Maslin Close
G. Treherne & D. Barnett – Axford
Outlying houses. Newsletters will be delivered by post.

18 Best Kept Village / Village of the Year Competition. Action: P. Court to organise village clean up with the Youth Club and inform PC, diary and Parish Mag of proposed date.

19 Annual Parish Assembly – May 14th.

Actions: 1 S. Cook to produce Finance report. 2. Clerk to ask F. Kimber to do Playground & Seats report. 3. Clerk to ask T. McQue to provide School Governor's report

20 The Youth Club. Nothing to report.

21 The Ramsbury Roxy

- a. Funds.** The Roxy has generated surplus funds. Suggestions for spending some of the money included free screenings to village organisations such as the youth Club and Luncheon Club, ticket price reduction, and donations to the Memorial Hall for improvements.
- b. Attendance** at the screening of *An Inconvenient Truth* was about 80.
- c. Programme** 11th May - Oscar winner Helen Mirren in *The Queen*.

22 Oral History.

Work on putting together the printed archive including taking photos of interviewees is continuing, and a few more interviewees have been identified.

23 Accounts for Payment

1966	British Gas – electricity for public conveniences due 28/04/07 by direct debit	45.00		0	No
------	--	-------	--	---	----

466

1967	Community First - Zurich Insurance – due 31st May - defer payment to May meeting *	1,390.81		0	No
1968	Wiltshire Wildlife Trust – Annual rent for Nature reserve	10.00		0	No
1969	WALC- Annual Subscription - due 31st May - defer payment to May meeting *	563.46		86.92	No
1970	C. Morgan, - Varnish and screws for bench in memory of Roy Alexander	17.81		2.65	No
1971	Ramsbury Memorial Hall- rent for Alexander Room, March 19 th (prospective councillors' meeting)	4.00		0	No
1972	Cora Jackson – Oral History – Typing 3 scripts	30.00		0	No
1973	PC Care – 6 monthly service fee for internet and web domain service providers	69.72		0	No
1974	S. Arnold – Renewal of Norton Systems Works licence	25.41		4.41	No
1975	Church Room – Rent of Church Rooms for Youth Club – 11 sessions at £13. Jan 8 th – March 26 th	143.00		0	No
1976	MBC Badge Co- Badges for Boundary Walk participants	270.25		40.25	No
1977	Ramsbury Memorial Hall – Office rent & electricity – 1 st April – 30 th September	611.25		0	No
1978	British Gas – Electricity for Public Conveniences 28/02/07 – 31/03/07. Should be covered by direct debit arrangement. Account manager contacted.*	65.29		3.11	No

NB Payments marked * excluded from total

Total Payment for April =£1226.44. Proposed – S. Cook, Seconded S. Findlay – Unanimously approved.

Cheque replacement

1948	Ramsbury Youth Club - Reimbursing rent for Church Rooms. 6 sessions Nov 6 th – Dec 11 th	78.00		0	No
------	--	-------	--	---	----

Cheque for rent of Church rooms by Youth Club was made payable to Church rooms, but the Youth Club paid this directly and need replacement cheque payable to Youth Club as reimbursement. Total - £78.00

22 Payments Received - None

23 Bank Balance on 01/04/07 CURRENT ACCOUNT - £2,722.30

DEPOSIT ACCOUNT - £22,590.41

ROXY FUNDS on 08/04/07 = £1,163.89, + £540.60 in Parish Council account

24 OTHER CORRESPONDENCE - as listed below:

2412	09/04/07	WCC	Funding advisor vacancy and invitation for social enterprise support tender
2414	09/04/07	WCC	Wilts Parish News. Forwarded to all councillors
2415	09/04/07	KDC	Confirmation Declaration of Interests of I. Ritchie received.
2416	09/04/07	Footpaths Officer WCC	Acknowledging receipt of info on blocked footpaths in the parish.
2418	09/04/07	KDC	Press release re WCC unitary status bid
2419	09/04/07	Memorial Hall	Confirmation that Robert Osmond will attend Annual Parish Meeting on behalf of Memorial Hall
2420	09/04/07	Steve Cook	Informing PC that he will not be standing for re-election as a Parish Councillor
2421	09/04/07	KDC	Reminder that I. Ritchie will need to stand for re-election as Parish Councillor
2422	09/04/07	Carla Payne, Newbury Weekly News	Requesting further info on wind damage at Rec. Centre mentioned in March minutes
2423	09/04/07	WCC Highways	Acknowledgement of letter concerning proposed closure of lay-by at Whittonditch

467

2424	09/04/07	North Wessex Downs AONB	Newsletter
2425	09/04/07	Kennet Citizens Advice Bureau	Acknowledgement of £100 donation
2427	09/04/07	Audit Commission	Confirmation that Mazars are appointed external auditors for 2006/7
2428	09/04/07	KDC	Planning Application K/55783/F – tenant's access and parking rights. Given to G. Hawes
2429	09/04/07	CPRE	Reminder to enter Best kept Village/ Village of the Year Competition
2430	09/04/07	WCC	Wilts & Swindon Minerals and Waste Development Framework – requesting how Ramsbury wishes to be consulted. Given to S. Glass
2431	09/04/07	Ramsbury Scout Group	Acknowledgement of donation and confirmation Heather Snook will represent the group at the Annual Parish meeting.
2432	09/04/07	Ramsbury Luncheon Club	Acknowledgement of donation
2434	09/04/07	CPRE	Acknowledgement of entry to Best kept Village/ Village of the Year Competition
2435	09/04/07	Jane Scott, WCC	Informing that she will handle any WCC matters on behalf of Cllr Humphries until he is well enough to return to work. Given to S. Glass
2436	09/04/07	Alliance and Leicester	Interest rates for deposit accounts
2437	09/04/07	Age Concern	Free performance of 'Scambuster' a musical that raises awareness of problems caused to older people by scams and rogue traders. Aldbourne 10.00Tues 24 th April. Phone Julie Carter on 01380 727767 for tickets. Produced in conjunction with Community Safety Partnership, Wilts Police and Trading Standards.
2440	09/04/07	Alliance & Leicester	From 30/03/07 will provide its services under name Commercial Bank instead of Alliance & Leicester Commercial Bank
2441	09/03/07	Alliance and Leicester	Deposit Account Statement. Balance £22,590.41
2442	09/03/07	Alliance and Leicester	Current Account Statement. Balance £2,722.30
2443	09/04/07	Mazars	Forms for annual audit.
2444	09/04/07	Oxfordshire County Council	Magazine
2445	09/04/07	Ramsbury Memorial Hall	Acknowledgement of grant
2446	09/04/07	Starlight (Children's Cancer Charity)	Newsletter and request for donation
2447	09/04/07	KDC	Local Government elections – statement of persons nominated
2450	16/04/07	Glasdon	Offers on street furniture
2451	16/04/07	Mursell & Company	Schedule of work and drawings for re-building church wall. Given to G. Hawes
2452	16/04/07	KDC	Regulatory Committee 19 th April Agenda. Given to G. Hawes
2453	16/04/07	WCC	Community Area Highways information. Given to S. Glass
2454	16/04/07	RoSPA	International Play Conference 14 th June Loughborough University
2457	16/04/07	Sports & Play Construction Association	Conference May 3 rd , Cardiff Millennium Stadium

468

ANNUAL PARISH ASSEMBLY

MONDAY MAY 14th 2007 7.45pm

**DATE OF NEXT MONTHLY COUNCIL MEETING –MONDAY MAY 21st 2007
7.45pm**

IN RAMSBURY MEMORIAL HALL

ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC

YOU WILL BE VERY WELCOME - PLEASE COME