

RAMSBURY & AXFORD PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY May 21st 2007 in Ramsbury Memorial Hall

PRESENT: Diann Barnett, Paul Court, Graeme Fearon, Cllr. Susan Findlay, Sheila Glass (Chairman), George Hawes, Tim McQue, Geoffrey Rissone, Ian Ritchie, Geoffrey Treherne, Sue Arnold (Parish Clerk), and 13 members of the public, including parish councillors from Chilton Foliat and Froxfield.

- 1 **Election of chairman.** Sheila Glass was elected unanimously as chairman (proposed by S. Findlay, seconded by Chris Morgan).
- 2 **Election of Vice-Chairman.** Diann Barnett was elected unanimously as Vice-Chairman (proposed by G. Treherne, seconded by Sheila Glass).
- 3 **Presentation on Wiltshire County Council's bid for Unitary Authority Status by Niki Lewis of WCC.** Ms. Lewis presented the WCC case focussing on cost savings and benefits of economy of scale, the opportunity to apply best practise from individual districts' departments across the county and the intention of working closely with Parish Councils and Area Boards.
- 4 **Presentation on Kennet District Council's view on Unitary Authority Status by Ted Howles of KDC.** Mr. Howles explained that KDC disputed the bid cost and cost savings estimates used by WCC. Using the example of the planning department in which he works, Mr. Howles said that Unitary Authority Status would make the planning process remote and slow.
Both speakers answered questions put by attendees. The chairman thanked everyone who attended, including the two speakers and was thanked by a Chilton Foliat councillor for their invitation to the event.
- 5 **Apologies for absence for approval:** Chris Morgan - **Approved.** Apologies were also received from Cllr. Brian Twigger. Tim McQue was welcomed as a new councillor.
- 6 **Disclosure of interest:** Item 9, nos 2527 and 2531 – I. Ritchie, T. McQue & S. Findlay.
- 7 **The minutes of the meeting held on April 16th** were approved unanimously (Proposed – G. Hawes, Seconded – D. Barnett)
- 8 **Matters arising:**
 - a. **Parish Plans.** It was agreed to defer this until the next meeting. **Action: Clerk to put Parish Plans on June agenda.**
 - b. **Village Clean Up.** This was taking place the evening of the meeting.

9 NEW CORRESPONDENCE FOR DISCUSSION

2467	23/04/07	Dept for Communities and Local Govt	Changes to Model Code of Conduct for Local Councillors. Councillors informed. Action: Clerk to put on June agenda
2471	30/04/07	Wilts Bobby Van Trust	Request for donation. The Parish Council decided against making a donation.
2476	30/04/07	British Gas	Overdue account - £47.55. Account manager contacted, as does not tally with any previous bill and account should be in credit.
2480	30/04/07	D. Marshall	Query that not included in list of people standing for election.
2484	09/05/07	Silver Band	Application of grant towards purchase of 25 waterproof/fleece jackets at £20 each. Given to S. Glass. Action: Finance committee to discuss.
2485	09/05/07	R. Price	Requesting owner of Cherry Tree Cottage Crowood lane is asked to cut hedge back from verge as it is obstructing sight line around corner. Also that owner of The Cedars be asked to cut back bushes overhanging wall that look untidy for Best Kept Village competition. Given to S. Glass. Note that the bushes at The Cedars have since been cut back since the meeting. Action: Clerk to write to the new owners of Cherry Tree Cottage.
2491	09/05/07	WALC	Training day for new councillors – given to S. Glass. Action: Clerk to reserve a place for D. Barnett and ask if more notice can be given of future training days.
2499	09/05/07	Standards Board for England	New code of conduct for adoption by Parish Councils by 1/10/07. Given to S. Glass

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2504	09/05/07	KDC	Guidance on adopting revised code of conduct. Given to S. Glass. Action: Clerk to put Code of Conduct on June agenda.
2510	10/05/07	Ravensbury Players	Query regarding premises to build and store sets. S. Glass has responded.
2511	10/05/07	Ravensbury Players	Registering interest in small building / portakabin on PC owned plot near surgery. During discussions concerns were raised that: 1. Pre-school might be interested in using that land if their preferred option of co-location on Ramsbury School premises does not go ahead. 2. The site is valuable and it might be preferable to use the site for a building that will be used on a more frequent basis. 3. A portakabin might become an eyesore. Action: S. Glass to ask Ravensbury Players for more details of their proposal.
2512	10/05/07	G. Findlay	Contacts for Probation Service Community Payback scheme.
2520	21/05/07	Dave Smith, Ramsbury U16 Cricket	Request for grant towards safety equipment. Given to S. Glass. Action: Finance committee to discuss.
2521	21/05/07	Mr A Fitton	Work on 1 The Square is due to start on August and take 10 months. Given to S. Glass
2527	21/05/07	Ramsbury School Governors (Debbie Marshall)	Requesting grant towards cost of organising farewell party for current head. Action: Finance committee to discuss.
2529	21/05/07	Esther Daly, WCC	No funding available to repair footpath 10 (Mill Lane Bridges to footpath 18b)
2530	21/05/07	G. Findlay	Contact details for Probation Service 'Community Payback' Scheme
2531	21/05/07	Ramsbury School Governors (Susan Suchopar)	Confirmation of request for grant towards farewell tea party for departing head. (See 2527)
2532	21/05/07	Y. Richards	Request for permission to have bench in memory of her son Brendan Lynch placed under tree on Swan's Close green. (Donation has been made to cover cost.) Given to S. Glass. Agreed subject to permission from Sarsen. Actions. 1. S. Findlay to provide Clerk with Sarsen contact information. 2. Clerk to write to Sarsen.

10 COMMITTEE REPORTS

A Planning

Chairman: George Hawes

a. Lay-by on B4192. S. Glass has had a meeting with the owners of Selkey House to clarify their application to close part of the adjacent lay-by. Only the area in front of the gate is to be closed, leaving parking for 3 or 4 vehicles in the lay-by. The Parish Council has supported the application.

b. Planning Applications Processed since April Report

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	No objection
KDC Decision	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	No objection
KDC Decision	Granted
K/56444/F	Installation of 2 dormers to roof. 2 no conservation style roof lights to house and 1 no conservation roof light to annex. Hilldrop Corner, Hilldrop Lane Ramsbury. Mr and Mrs S Scupham
PC Comment	No objection
KDC Decision	Awaited
K/56467/F	Rear two storey extension 14 Oxford Street, Ramsbury. Mr and Mrs Nandha
PC Comment	The Parish Council strongly supports this application and welcomes the investment in the village infrastructure/facilities
KDC Decision	Awaited

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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 Granted
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/56489/LBC	Internal alterations to create a games room, new staircase and reorganise the first floor accommodation. Axford House, Stone Lane, Axford. Mr and Mrs Young
PC Comment KDC Decision	No objection Awaited
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 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 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. Granted
K/56365/ADV	Display of visitor information board. The Square, Ramsbury. Ramsbury Amenity Group.
PC Comment KDC Decision	No objection Awaited

B Finance

Chairman: Ian Ritchie

- a. **Requests for grants** received recently will be considered at the Finance Committee meeting to be arranged after the meeting.
- b. **British Gas Account.** The account has been credited with payments made for periods for which KDC has accepted responsibility. The Direct Debit to cover the account has now been set up correctly. Aldbourne PC is having similar trouble with their account on taking over the public conveniences.

C Rights of way

Chairman: Graeme Fearon

Boundary Walk 2007. Despite bad weather in the morning and difficult conditions on the leg to Preston, the walk was very successful. 45 people completed the walk, 4 of them gaining medals for having completed it 5 times. Well over 100 people took part in at least part of the walk. The guidebook was liked by people and most participants thought the bridleway to Preston diversion, the reduction of walking on roads and avoiding the option of going through the river were improvements and safer. The Pre-school was thanked for the excellent teas at the airfield. A debriefing meeting will be held by those organising the walk to address a few concerns and consider guidelines to avoid participants taking part when inadequately dressed for the conditions. Kevin Dennis and Steve Doone were thanked for their help with stragglers, and Ian Ritchie and Steve Doone for leading the walk. **Action: Clerk to write to pre-school thanking them for the excellent tea and cakes.**

D Play Areas and Seats.

Chairman: Paul Court

- a. **Painting equipment.** S. Glass is awaiting a response to an e-mail sent to the Community Payback Scheme which may be able to help.
- b. **Small Slide in Ashley Piece.** This is covered in graffiti. **Action: P. Court to assess if graffiti can be removed.**

E Emergency Committee**Chairman: Chris Morgan**

- a. **The Emergency Plan is being updated.**

- b. **Fuel funnels.** There is an outstanding action to collect them. **Action: P. Court / C. Morgan.**

F School Governor**PC Nominated Governor: Tim McQue**

Nothing to add to report given at Annual Parish Assembly.

- G Recreation Centre.** Nothing to report

Chairman: George Hawes

- H Policy Committee** Nothing to report.

Chairman: Sheila Glass**11 Public Forum - Standing orders suspended for this item.**

- a. Ben Tottenham reminded the meeting that the Bishop of Ramsbury had blessed a new boundary stone during the Boundary Walk. He also apologised that not all participants had got to sign the record of walkers book, which had got very wet during the morning's rain.
- b. Ben Tottenham reported that a low-loader had struck his house, doing damage, the previous Friday morning and expressed concerns about low loader traffic up Loves Lane. As the Parish Council has no authority for Highways, it was suggested he report it to WCC Highways Dept.

12 Axford**Geoff Treherne**

Proposed Demolition of Garages. G. Treherne reported that some of those who rented garages from Sarsen, some for as long as 30 years, were unhappy that the garages had been allowed to fall into a state of disrepair. S. Findlay reported that there is asbestos in their roofs. It was suggested that those concerned should write to KDC expressing their views.

Action: Clerk also to write to KDC asking for an explanation of the current position.

- 13 Nature Reserve.** No report

Chris Morgan**14 Square refurbishment.****Geoff Rissone**

Following a meeting with the proposed contractor and Highways a method statement is awaited before proceeding.

15 Election on May 3rd.

- a. **Councillors Twigger and Findlay were returned as representatives of Ramsbury and Axford on Kennet District Council.**
- b. **Co-option to Ramsbury Parish Councillors.** 4 further councillors are required to represent the Ramsbury ward. 3 potential co-optees have made themselves known. **Actions: Clerk to put up notices of the proposed co-option and write to all who express/have expressed an interest to asking them to apply in writing.**

16 Public Conveniences.

Cleaning. The Parish Council is investigating whether KDC will offer a cleaning contract next year and is pursuing other alternatives.

17 Parish Stewards Visit

- a. **April visit.** Not all items on the list were actually done. **Action: Clerk to contact C. Powell asking for confirmation of which jobs have been done, and which carried over following every visit.**
- b. **June visit.** **Actions: 1. All to e-mail work identified for this visit to the Clerk. 2. Clerk to add cutting back sycamores over newish pavement outside Harefield to list.**

18 Police Information Box.

Actions: 1. Clerk to check keys are not inside box, and if not, order a new set. 2. Clerk to put article about box and its location in Parish Magazine when keys are available.

19 Vandalism.

A window was broken at the Memorial Hall at the time of a party on the premises.

20 Police Surgery. No-one attended the police surgery on 14th May

21 Post Delivery times. A complaint has been received that post delivery to Ramsbury is very late. (Axford does not have a problem). Experiences of councillors indicated that times varied according to which way round the route was delivered, and did fall within Post Office deadlines. No action to be taken.

22 Newsletter.

a. Some positive feedback has been received via e-mail. **Action: Axford Councillors to check it has been delivered in Axford.**

23 Best Kept Village / Village of the Year Competition. **Action: The Youth Club cleaned up the village on the night of the PC meeting.**

24 The Youth Club.

a. Attendance. Good attendance numbers are being maintained.

b. Activities. The Youth Club would like to accept the offer of The Roxy to screen a film. **Action: P. Court to provide a list of films suggested by members, giving a minimum of 3 weeks' notice.**

25 The Ramsbury Roxy

Programme. The screening of *The Queen* on 11th May was a sell-out. Next film is *Little Miss Sunshine* on July 20th in association with the Hungerford Arts festival.

26 Oral History.

a. The Parish Council approved spending of approx. £50 for special jewel cases to hold the original mini-disk recordings.

b. Work on the highlights disk is continuing, while the archive preparation is moving forward slowly.

27 Accounts for Payment

1967	Community First - Zurich	1,390.81		0	No
1969	WALC- Annual Subscription	563.46		86.92	No
1979	Community First – Annual subscription	34.00		0	No
1980	Sue Arnold – Recorded Delivery Charge – Councillors Nomination forms	1.12		0	No
1981	Sarsen Housing association – Annual Membership	5.00		0	No
1982	The Whitton Benefice – printing Parish Newsletter	40.00		0	No
1983	M. Manning – Office Cleaning	7.50		0	No
1984	KDC – rates for public conveniences – due 1 st May, paid by Direct Debit	67.50		0	No
1985	Ab-Fab Loos Ltd – 2 loos for boundary Walk	141.00		21.00	No
1986	Pre-School – Donation in recognition of teas provided on Boundary Walk	100.00		0	Yes
1987	Public Works Loan Board	1,870.31		0	No
1988	Humberts – rent for Glebe Land	150.00		0	No
1989	Ramsbury Meals on Wheels – Grant to cover Insurance	174.83		0	Yes
1990	Ramsbury & Aldbourne Bowls Club – Grant to cover 50% of cost of 4 bowls pushers	79.00		0	Yes
1991	British Gas – Electricity for Public Conveniences - direct debit due 28/05/07 NB Direct debits by British Gas listed in previous months have not been taken from our account.	45.00		0	No
1992	KDC – Rates for Public Conveniences – dues 1/06/07	66.00		0	No
1993	BT – Telephone Bill	70.42		10.48	No

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1994	Ramsbury Memorial Hall – Rent of Alexander room for Police Surgery	4.00		0	No
1995	Ian Ritchie – replacements maps for those ruined by rain on boundary walk	15.98		0	No
1996	S. Arnold – stationery (new minute book)	2.25		0	No
1996	S. Glass – plants for Square and Plaque for bench in memory of Roy Alexander	44.61		0	No

Total late payments = £4,735.53

28 Payments Received

R40	KDC – Precept	13,876.00	23/04/07	Direct Transfer	
R41	HM Revenue & Customs	3,072.73	14/05/07	Cheque	

Total Payments Received = £16,984.73

29 Bank Balance on 01/05/07 CURRENT ACCOUNT -£16,146.47
 DEPOSIT ACCOUNT - £22,590.41
 ROXY FUNDS on 31st April = £1266.28 + £540.60 in Parish Council account

*** ADDITIONAL ACTIONS.** Following the vote by the House of Commons to exempt MPs from the Freedom of Information Act, the chairman pointed out that all parish councillors have to sign a code of conduct and that parish councils are covered by the act. **Action: Clerk to write to Michael Ancram and The Standards Board deploring the decision of The House of Commons.**

30 OTHER CORRESPONDENCE - as listed below:

2458	23/04/07	Fiona Kimber	Explaining she will not be standing for the Parish Council in May. (Reported at April meeting)
2459	23/04/07	British Gas	E-mail. Saying bill now resolved, and admin charge to be removed. (NB updated bill not received)
2460	23/04/07	Clerk, Aldbourne PC	E-mail Enquiring about Ramsbury PC's Internal Auditor arrangement. (Responded)
2461	23/04/07	WCC	Will provide speaker on one council for Wilts at either May or June meeting
2462	23/04/07	E. Judge	Confirmation that payment for web-hosting services was made
2463	23/04/07	Tree officer KDC	Confirmation that exempt tree work has been authorised at The Hop House, Tankard Lane to remove dying prunus 2467, and dead would from other trees
2464	23/04/07	KDC	Proposed local government reorganisation in Wilts. Given to S. Glass
2465	23/04/07	MBC Badge Co	Confirmation that payment received. Filed with invoice.
2466	23/04/07	WALC	Newsletter and enclosures. Given to S. Glass
2468	23/04/07	KDC	Confirmation that Parish Council elected is uncontested.
2469	23/04/07	CPRE	Best Kept Village Comp. posters
2470	30/04/07	Welcome Break, Membury	Job opportunities poster. Given to the Post Office
2472	30/04/07	Citizen's advice bureau	Introduction of appointment system at Devizes office. Publicity leaflets – Given to Post office. Request for volunteers – put on notice board
2473	30/04/07	British Gas	Confirmation that problems with account resolved amount outstanding is £92.30, but as account was £120 in credit prior to this, there will be nothing to pay.
2474	30/04/07	British Gas	Credit £117.55. Account manager contacted – does not tally with any previous bill
2475	30/04/07	British Gas	Bill 92.30 – Account manager contacted, as account should be in credit
2477	30/04/07	A. Storm	Acknowledging informative and useful Parish Council Newsletter

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2478	30/04/07	WCC emergency planning officer	Inviting community emergency volunteers to take part in evacuation exercise. Forwarded to D. Barnett and C. Morgan
2479	30/04/07	Community First	Introducing electronic newsletter – see www.communityfirstrg.org.uk
2481	30/04/07	WCC	Confirmation That Sue Redmond will speak on One council for Wilts at May meeting.
2482	09/05/07	British Gas	Confirmation that standing order set up – 1 st payment 29/05/07
2483	09/05/07	Ramsbury Amenity Group	Acknowledgement of grant towards production of Diary
2486	09/05/07	Pounds Arts Trust	Corsham festival. Programme in office
2487	09/05/07	KDC	Candidates expenses – to be claimed by 02/06/07
2488	09/05/07	Kennet Carer's Association	Introduction, Poster and Parish mag text (latter given to M. Cook)
2489	09/05/07	WCC	One council for Wiltshire Consultation. Given to S. Glass
2490	09/05/07	BTCV	Volunteers available. Given to C. Morgan
2492	09/05/07	Alliance and Leicester	Deposit Account Statement. Balance £22,590.41
2493	09/05/07	Alliance and Leicester	Current Account Statement. Balance £16,146.47
2492	09/05/07	North Wessex Downs AONB	Meeting to discuss funding bid for AONB – Mon 14 th May 2 – 4pm Hungerford Town Hall. Given to S. Glass
2495	09/05/07	KDC	Felling Licence Application – Hilldrop Farm. Given to G. Hawes
2496	09/05/07	Clerks & Council Direct	May newsletter
2497	09/05/07	Urban Projects Limited	Lighting brochure – in office
2498	09/05/07	WCC	Transport Times & Telegraph newsletter. Given to S. Glass
2500	09/05/07	Society of Local Clerks	Invitation to Clerk to join Society.
2501	09/05/07	CPRE	Kennet Group – Annual Report. Given to I. Ritchie
2502	09/05/07	HM Customs & Excise	VAT Claim form.
2503	09/05/07	KDC	District Council election results – put on notice boards.
2505	10/05/07	KDC	Copy of -mail to British Gas confirming that they will pay up to meter reading 96902 taken Feb/March
2506	10/05/07	WCC	Parish Newsletter. Copy e-mailed to all councillors.
2507	10/05/07	KDC	Confirming Ted Howles will attend May 21 st PC meeting to put KDC view of Unitary Authority Status`
2508	10/05/07	WCC	Consultation on revises preferred options for Wilts and Swindon Minerals and Waste Core Strategies
2509	10/05/07	PC Batchelor	Confirming police surgery, apologies re Annual Parish Assembly
2513	21/05/07	British Gas	Account credit of £117.55
2514	21/05/07	British Gas	Account debit of £92.30
2515	21/05/07	British Gas	New account manager introducing himself
2516	21/05/07	British Gas	E-mail confirming part of bill to be apportioned to KDC (from old account manager)
2517	21/05/07	British Gas	Confirmation that direct debit of £45 per month from 29 th May has been set up
2518	21/05/07	British Gas	Bill for £39.44 – to be covered by direct debit
2519	21/05/07	Wiltshire Rural Housing Association	Newsletter. Given to S. Glass
2522	21/05/07	Alliance & Leicester	Acknowledgement of payment in of £3072.73 (VAT reimbursement)
2523	21/05/07	KDC	Record of issues raised in Cores Strategy Raising Issues Workshop on March 13th
2524	21/05/07	PC Bordiss	Police Box – confirms he thought keys were with box in Post Office

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2526	21/05/07	Kennet Carer's Association	Asking for help in advertising service – suggested they contact Parish Mag.
2528	21/05/07	Teresa Chant	Requesting information on Vaisey family (family history research). Responded with info provided by D. Barnett & B. Treherne)
2533	21/05/07	Aldbourne PC	Query re who is cleaning Ramsbury Public Conveniences. Responded
2534	21/05/07	Aldbourne PC	Response to queries about British Gas and water rates. Aldbourne are experiencing the same problems.

DATE OF NEXT MONTHLY COUNCIL MEETING – MONDAY JUNE 18th 2007 7.45pm

IN RAMSBURY MEMORIAL HALL

Finance Committee May 31st 8pm in Council Office

ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC

YOU WILL BE VERY WELCOME - PLEASE COME