

RAMSBURY & AXFORD PARISH COUNCIL

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

New Councillor. Erica Hodgson was welcomed as a newly co-opted council member.

PRESENT: Paul Court, Graeme Fearon, Cllr. Susan Findlay, Sheila Glass (Chairman), George Hawes, Tim McQue, Chris Morgan, Geoffrey Rissone, Ian Ritchie, Sue Arnold (Parish Clerk), and 4 members of the public.

- 1 **Apologies for absence for approval:** Geoff Treherne. **Approved.** Apologies were also received from Cllr. Brian Twigger.
- 2 **Disclosure of interest:** Item 8, Axford Garages – Susan Findlay.
- 3 **The minutes of the meeting held on June 18th** were approved unanimously (Proposed – I Ritchie, Seconded – P. Court)
The minutes of the extra meeting held on June 25th were approved unanimously (Proposed – T. McQue, G. Hawes, Seconded – C. Morgan)
- 4 **Matters arising:**
 - a. **Parish Plans.** The promised information has not yet been received, but an invitation to introductory evenings to be held in Devizes has been. Received. S. Findlay reported on attending a similar meeting in Baydon. **Actions. 1. G. Hawes to tell Clerk which meeting he wishes to attend. 2. S. Glass to check her availability. 3. Clerk to book places as required.**
 - b. **Land for sale near 2 bridges at Mill Lane.** S. Glass proposed awaiting information from ARK's discussion with the agents, then if appropriate, making a joint offer for the land with ARK for a maximum sum as agreed. Seconded C. Morgan. Unanimously agreed.

5 NEW CORRESPONDENCE FOR DISCUSSION

| | | | |
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| 2579 | 25/06/07 | Sarsen Housing Association | Update on garage block at Kennet Rise, Axford. Given to S. Glass. (To be covered under item 8) |
| 2580 | 25/06/07 | CPRE | Best Village Competition result – Kennet District. Ramsbury in 2 nd place in Large Village category, beaten by Great Bedwyn by 1 point. Given to S. Glass. Action: Clerk to put results on village noticeboard. |
| 2587 | 02/07/07 | Mr. J. Lambley | Requesting re-siting of bench in memory of wife. Chairman has spoken to Mr. Lambley. |
| 2591 | 02/07/07 | Standards Board for England | Response to PC's letter regarding exemption of Members of Parliament from Freedom Of Information Act. Outside their remit. Given to S. Glass |
| 2592 | 02/07/07 | Mr. M. Holstead, Axford | Request to PC to support residents request that Sarsen should retain or replace garages in Axford car park. Petition enclosed. Given to S. Glass. (See item 8) |
| 2593 | 09/07/07 | Cllr C. Humphries | Now available for council business via phone & e-mail |
| 2603 | 16/07/07 | Community Payback Scheme | Tracey Simpson will contact S. Glass to arrange a meeting re painting play equipment |
| 2605 | 16/07/07 | Simon Blunt | Confirmation he has drawn Mrs Dallas's attention to request that Mr Dallas ensures land agents inform potential buyers that his fishing rights will be strictly enforced |
| 2606 | 16/07/07 | Cllr Twigger | Home Waste Food Digesters available from WCC at reduced prices - green cones for £19 (RRP £70), Green Johannas for £24 (RRP £99) both delivered. Freephone Green Cone – 0800 019 2064 or www.recycleforwiltshire.com/recycling/food-waste-digesters.html . Given to S. Glass. Action: Clerk to put information on noticeboard. |
| 2608 | 16/07/07 | John Lambley | Regarding previous request to relocate seat |
| 2609 | 16/07/07 | BT forms to pay via direct debit | Direct debit authorisation. To be countersigned at meeting – Done. |

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| 2611 | 16/07/07 | SSE Power Distribution | Proposed underground cable at Glebe Field, Whittonditch Road. PC permission needed. Letter and form given to S. Glass. Action: S. Glass to contact SSE asking if cable can be sited under path, which the contractors would make good on completion of the work. |
| 2612 | 16/07/07 | John Peck | Letter expressing interest in being co-opted as parish councillor. (For item 11 on agenda) |

6 COMMITTEE REPORTS

A Planning

Chairman: George Hawes

Planning Applications Processed since June Report

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| K/56577/F | Renewal of planning permission K/43266 for alterations to farm building to form a dwelling. Coombe Farm, Axford. J. S. Burrows |
| PC Comment KDC Decision | No objection Refused |
| K/56672/LBC | Internal alterations to ground and first floors and provision of new double doors to front elevation Dairy Cottage, Stone Lane Axford Mr and Mrs Young |
| PC Comment KDC Decision | No objection Awaited |
| K/56760/F | Insertion of window into hay loft door Barn at Westfield Yard House Mill Lane Ramsbury. Mr and Mrs R. Petley |
| PC Comment KDC Decision | No objection Awaited |
| K/56846/F | Conservatory 30 Whittonditch Road Ramsbury. Mr S Cole |
| PC Comment KDC Decision | No objection Awaited |
| K/56684/F | Single storey conservatory extension to existing bungalow Bridge Farm Bungalow, Elmdown, Ramsbury Mr C. S. E. Persson |
| 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. Revised application-see below K/56917/LBC 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 Granted |
| K/56691/F | Replacement dwelling and garage with associated landscaping including change of use of land to incorporate formation of new access and driveway Witcha House, Witcha, Ramsbury. Chapters Property |
| PC Comment KDC Decision | No objection Awaited |
| K/56725/F | Demolition of existing conservatory and single storey extension and construction of two storey extension Rachael's Cottage, Harbrook, Ramsbury. Mr and Mrs M Evans |
| PC Comment KDC Decision | No objection Awaited |
| K/56705/F | Conversion of double garage to studio/workroom Lavender Grove, 9 Back Lane, Ramsbury. Mr R Trimbo |
| PC Comment KDC Decision | In circulation Granted |
| K/56678/F | Dwellinghouse on land adjacent to Penllyn, Whittonditch Road, Ramsbury. Mr and Mrs S Hawes |

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| PC Comment KDC Decision | No objection Awaited |
| K/56874/F | Two storey side extension to form additional sitting room to ground floor with bedroom over. Whitton House Whittonditch Lane, Ramsbury. Mrs K Hardwick |
| PC Comments KDC Decision | No objection Awaited |
| K/56911/TR2 | Works to trees at the property to comprise; The reduction of a Norway Maple by approx. 20% to good growth points and crown thinning by a similar amount reducing by approx. 10ft. The removal of green-leafed stems on a variegated Norway Maple leaving only variegated leaves. The felling of one robinia and one silver birch. The removal of approx. 20% of the growth to good growth points on twin stems of a second robinia. Isles Court, Isles Road, Ramsbury. The Beechcroft Trust |
| PC Comments KDC Decision | No objection Awaited |
| K/56856/F | Amendment to first floor extension-Games room roof [existing permission K/33512] Replace full hip to roof with a half hip roof. Add north-facing window. Ravensfield House, Newtown Road, Ramsbury. Mr and Mrs R. Brandier |
| PC Comment KDC Decision | No objection Awaited |
| K/56908/F and K/56909/LBC | To rebuild rear extension and re-roof kitchen of residential part of building. 59 High Street, Ramsbury. Mr .D. White |
| PC Comments KDC Decision | In circulation Awaited |
| K/56917/F | Internal alterations, refurbishment and re- servicing, window enlargement to rear. 81 High Street, Ramsbury. Mr. H. Hyams |
| PC Comment KDC Decision | In circulation Awaited |
| K/56957/TR2 | The crown reduction of a willow tree, situated in the rear garden of the property adjacent to the river, by 30% 33 High Street Ramsbury. Mr D Watson |
| PC Comment KDC Decision | In circulation Awaited |

Notes to report

Notice of appeal ref. K/55432/F by Mr H. Hyams re 14 Burdett Street. Demolition of existing building and replacement with two new 3 bedroom semi-detached houses. Appeal Inspectorate reference: APP/E3905/A/07/2048457/WF

B Finance

Chairman: Ian Ritchie

- a. **Financial Standing Orders.** I. Ritchie presented amended financial standing orders, which have been updated to reflect current practice. They were proposed by S. Glass and adopted unanimously.
- b. **Updating signatories to bank account.** C. Morgan and I. Ritchie are to be added as signatories. **Actions: 1. Clerk to write a letter informing bank of R. Alexander's death, to be countersigned by S. Glass. 2. Clerk to request formal resignation letter from S. Cook. 3. Clerk to submit forms and accompanying documentation to bank.**
- c. **Account Holders.** S. Glass proposed that the 3 account holders should be herself, I. Ritchie and S. Arnold. Seconded – G. Hawes. Agreed.
- d. **Roxy funds.** The difference (£504) between the amount donated to the Parish Council for the purchase of cinema equipment and the actual cost has been returned to the Roxy (see June's minutes). The Roxy is now operating as an independent village organisation, under the same management committee.

C Rights of way

Chairman: Graeme Fearon

- a. **Village Walks.** Organisation of these walks has passed to a group of 4 – Sheila Morgan, Sheila Glass, Tracey Smart and David Arnold. Sheila Morgan will be the main contact for the walks. This group will organise publicity in September to attract new walkers, **Action: Clerk to book Post Office window for September.**

- b. Green Rights of Way Map.** G. Fearon reported that this needs updating. **Action: G. Fearon to organise this for September.**
- c. Rights of Way.** G. Fearon pointed out that there are various anomalies with the current rights of way. **Action: Rights of Way Committee to review current rights of way.**
- d. Seven Bridges Walk.** The upstream handrail from the large bridge over the main river at the weir (2nd bridge from West Lodge) is missing. **Action: Clerk to ask Esther Daly to organise replacement. If WCC cannot do this, Clerk to ask Swindon Ramblers if they can help.**

D Play Areas and Seats.

Chairman: Paul Court

- a. Painting play equipment.** Efforts to organise this via the Community Payback scheme are on-going.
- b. Knowledge Crescent Springer.** S. Glass has put new turf under the springer. **Action: P. Court to water turf.**
- c. Seats.** The Memorial Hall trustees have requested that the seat outside the hall be replaced. It was suggested that the cost of the replacement is included in the 2008-9 precept.

E Emergency Committee

Chairman: Chris Morgan

- a. Emergency Generator at Memorial Hall.** This has been test run in stand-alone mode. **Action: C. Morgan and R. Osmond to test that it connects into the Memorial Hall system to run equipment there.**
- b. The Emergency Plan.** Updating the plan is expected to be complete in time for the August meeting.

F School Governor

Governor: Tim McQue

- a.** There has been no meeting of the Board of Governors since the last Parish Council meeting.
- b. Farewell party for Headteacher Richard Colley.** This will be held at the School on Friday 20 July.

G Recreation Centre.

Chairman: George Hawes

- a. Auction of promises.** £64,400 was raised of which £62,000 is profit.
- b. The new car park** is now open.

H Policy Committee

Chairman: Sheila Glass

Action: S. Glass and E. Hodgson to discuss which committees E. Hodgson will join.

7 Public Forum - Standing orders suspended for this item.

- a.** B. Tottenham said that he would publicise the village walks and food digesters via the diary.
- b.** B. Tottenham showed the Parish Council the plan for the content on the information board to be located in the Square.
- c.** S. Judge reported that the agent has received an offer of £16,000 for the land for sale near 2 bridges at Mill Lane. The agent has invited the Parish Council to make a viable offer. **See item 4b – Matter Arising.**
- d.** D. Jenkins reported that a wall had been demolished in Mill Lane. **Action: S. Glass to look at the site.**

8 Axford

Geoff Treherne

- a. Vandalism.** A speed bump sign and a house name sign have been removed, and a picket fence has been damaged. **Action. Clerk to log and report to PC. Batchelor.**
- b. Garages.** A petition signed by 41 residents has been received from Mr. M. Holstead of Axford. It calls on Sarsen to retain or replace the garages and retain the car park. **Action: Clerk to write again to Sarsen expressing concern at loss of off-road parking facilities and the current appearance of the site, and urging Sarsen to make a decision asap and keep the council informed.**

9 Nature Reserve.

Chris Morgan

- a. The Nature reserve sign** has been delivered. **Action: C. Morgan to install it.**
- b. Grass cutting.** The second cut of the year has been completed.
- c. Flooding.** Parts of the reserve are very wet and the bridge at the far end is still submerged.

10 Square refurbishment.

Geoff Rissone

The method statement from the contractor is still awaited.

11 Co-option of Councillors

A letter from John Peck expressing interest in being co-opted was read out. **Action: S. Glass to organise a meeting with Mr. Peck.**

12 Public Conveniences.

Cleaning. The contract has now been received. **Action: S. Glass to sign contract.**

13 Ravensbury Players' Premises

The Players' proposal for a demountable building on the portion of land owned by the Parish Council at the surgery site was circulated to councillors prior to the meeting. Planning permission would be needed for such a building. After discussion, the Parish Council voted against the proposal as it stands. While the PC supports them using the land, it felt that any building on it should fit better into the rural setting. **Action: Clerk to write to Ravensbury Players.**

14 Parish Stewards Visit

- a. **Service level.** Concern was expressed that the standard of the service had declined since this scheme replaced the Lengthsmen service. Additionally, no feedback has been received on work done and not done. **Action: Clerk to find out the key performance indicators that the Parish Stewards are working to.**
- b. **Requests for July visit.** Clear weeds in gutters throughout village. Remove overgrowth on Swans Bottom to Ashley Piece pavement and Manor Lane footpath.
- c. **Requests for painting visit in August.** Railings on the Knap Bank, Railings on Mill Lane bridges.

15 Police Information Box. Outstanding Action: G. Hawes to check box as currently it is not possible to secure it.

16 Vandalism. See item 8.

17 Police Surgery.

- a. **The next police surgery** will be held on August 20th
- b. **Avoiding Distraction Burglary.** PC Batchelor has distributed information to those in the village who have already suffered this, and placed copies in the Post Office.

18 Memorial Hall.

The formal documents for the mortgage to purchase the Annexe (Lychgate House) will be signed at a meeting of the Hall trustees on 17th July. The Trustees are looking for tenants for the office provided by annexe building.

19 Honours for Local People.

The Parish Council asked for nominations of local people deserving to be put forward under the national Honours system. **Actions: 1. Anyone who would like to make a nomination should pass it to S. Glass. 2. G. Fearon to investigate the nomination process.**

20 The Youth Club.

The last meeting for the Summer was being held on 16th July.

21 The Ramsbury Roxy

Programme. The next screening will be *Little Miss Sunshine* on July 20th in association with the Hungerford Arts festival.

22 Oral History.

The current work is focussing on producing a CD of highlights from the interviews for sale. Proceeds from this would be used to support the production of 3 copies of the archive of individual recordings and transcripts.

23 Accounts for Payment

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| I1011 | KDC – Rates for Public Conveniences – Direct debit due 1/08/07 | 66.00 | | 0 | No |
|-------|--|-------|--|---|----|

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| I1012 | British Gas – Electricity for Public Conveniences - direct debit due 28/07/07 | 45.00 | | 0 | No |
| I1013 | Midway Stores – Newspaper for Library w/e/ 10 th March – w/e/ 23 rd June | 21.15 | | 0 | No |
| I1014 | I. Ritchie – Gift for internal auditor | 23.98 | | 0 | No |
| I1015 | S. Arnold – postage –letter to Switzerland, and accounts to external auditor | 0.96 | | 0 | No |
| I1016 | S. Arnold – Clerk’s Salary April - June | 600.00 | | 0 | No |
| I1017 ** | Dharma Gardening Services – work & bedding Plants | 147.00 | | 0 | No |
| I1018 | Smith & Jewell Ltd – Sign for Nature Reserve | 123.38 | | 18.38 | No |
| I1019 | KDC – Uncontested election fee | 150.00 | | 0 | No |

** I1017 This invoice has been queried. Payment will be delayed while a response is awaited.

Total Payment for July (incl. I1017) =£1,177.47

24 Payments Received

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| R44 | Jorma Korpass – Millennium Video | 13.00 | 14/07/07 | Cash | |
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Total Payments Received = £13.00

25 Bank Balance on 01/07/07 CURRENT ACCOUNT -£11,833.66
DEPOSIT ACCOUNT - £22,590.41

26 Other Correspondence - as listed below:

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|------|----------|-------------------------------|---|
| 2581 | 25/06/07 | WCC | Food digester sales Events – poster on PC notice board |
| 2582 | 25/06/07 | Alliance & Leicester | Change of Signatories form |
| 2583 | 02/07/07 | D. Macquirie | Acknowledgement of info on Parish records in response to family history query. |
| 2584 | 02/07/07 | Govt. Unitary Structures Dept | Acknowledgement of e-mail sent by PC opposing WCC bid for unitary authority status |
| 2585 | 02/07/07 | S. Blunt | Thanking for gift in recognition of time spent on internal audit of Parish Council accounts |
| 2586 | 02/07/07 | KDC | Contact for cleaning public conveniences – email & attachment forwarded to S. Glass |
| 2588 | 02/07/07 | KDC | Notice of Temporary Street Closure for Ramsbury Street Fair |
| 2589 | 02/07/07 | CPRE | Magazine. Given to I. Ritchie |
| 2590 | 02/07/07 | KDC | Core strategies issues - Consultation outcome. See www.kennet.gov.uk for details. Letter given to S. Glass |
| 2594 | 09/07/07 | Erica Hodgson | Confirmation of receipt of documentation for new councillors |
| 2595 | 09/07/07 | Sylvia Judge | Copy of information on land for sale near 2 bridges presented at June PC meeting |
| 2596 | 09/07/07 | Woolley & Wallis | Agent’s details of land for sale. Given to S. Glass |
| 2597 | 09/07/07 | Alliance and Leicester | Current Account Statement. Balance £11,833.66 |
| 2598 | 09/07/07 | Alliance and Leicester | Deposit Account Statement. Balance £22,590.41 |
| 2599 | 09/07/07 | Clerks & Councils Direct | July Newsletter |
| 2600 | 09/07/07 | Wilts Fire & Rescue Service | Annual Plan 2007. (In office) |
| 2601 | 16/07/07 | Sarsen Housing | Acknowledgement of reminder that the PC is awaiting response to request for Mrs Richards to site a bench in Swans Close |
| 2602 | 16/07/07 | Sarsen Housing Officer | Housing officer to meet Mrs Richards on 16 th July and contact Swindon Borough Council re planning permission (!) |
| 2604 | 16/07/07 | Susan Findlay | Sarsen contact details re closure of Axford garages |

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| 2607 | 16/07/07 | Ravensbury Players | Storage facility proposal. Circulated to all councillors |
| 2610 | 16/07/07 | WALC | Newsletter and enclosures – given to S. Glass. Copy of newsletter in office |

**DATE OF NEXT MONTHLY COUNCIL MEETING –MONDAY AUGUST 20th 2007
7.45pm**

IN RAMSBURY MEMORIAL HALL

ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC

YOU WILL BE VERY WELCOME - PLEASE COME