

# RAMSBURY & AXFORD PARISH COUNCIL

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## MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY AUGUST 18<sup>th</sup> 2008 in Ramsbury Memorial Hall

PRESENT: Diann Barnett, Paul Court, Alistair Ewing, Cllr. Susan Findlay, Graeme Fearon, Sheila Glass (Chairman), George Hawes, Erica Hodgson, Helen Lloyd, John Peck, Geoff Rissone, Ian Ritchie, Sue Arnold (Clerk), and 4 members of the public.

- 1 **Apologies for absence for approval:** Tim McQue, Chris Morgan, Geoffrey Treherne, Cllr. C. Humphries
- 2 **Disclosure of interest:** Diann Barnett – item 7.C.c, S. Findlay item 13
- 3 **The minutes of the meeting held on July 21<sup>st</sup>** were approved.
- 4 **Committees** – (brought over from previous agenda in error – **Action: Clerk to remove from September agenda**)
- 5 **Matters arising:**
  - a. **Road closure for replacement of Lamplands and Cedar bridges.** Progress is being made.
  - b. **Speed check in Back lane.** PC G Wallis has provided information to enable the PC to request temporary flashing speed warning signs. (Details in item 3409 of correspondence). **Action: Clerk to request temporary signs and find out cost of purchasing permanent signs.**

### 6 NEW CORRESPONDENCE FOR DISCUSSION

3433	28/07/08	Cllr Humphries	While Kennet Housing Association owns the houses, Sarsen is thought to own this land and is checking its maps. <b>Action: Clerk to pass contact details of Sarsen housing officer for this area (Joy Merret) to Mrs D. Edwards who has requested use of the land as an allotment.</b>
3435	28/07/08	Mr T. Giddings	Request for public footpath sign pointing along Lamplands from Spring Hill. <b>Action: Clerk to write to Mr Giddings explaining this is not a public footpath and that authorised access is via the bridleway.</b>
3442	04/08/08	Wiltshire PCT	Re application for preliminary consent prior to inclusion in the Pharmaceutical List in the vicinity of Ramsbury surgery. Comments in writing by 11 <sup>th</sup> Sept. Given to S. Glass. A government White Paper says that a dispensing practice will not be able to dispense to any patients if there were a pharmacy in the village. The application for preliminary consent relates to an application for a pharmacy at the surgery from a commercial pharmacy company in conjunction with the surgery. See also item 3457.
3446	04/08/08	Mr. J Feaver	No open access land signage at Long Cope and impossible to access Open access land at Marridge Hill as isolated from the Rights of Way network. Sent to G. Fearon who has responded. A gate is needed for access to the land near Marridge Hill. <b>Action: G. Fearon to find out who owns the land.</b>
3456	11/08/08	RoSPA	Inspection of play areas will take place during September. <b>Action: Clerk to contact RoSPA to ask if a councillor can attend the inspection.</b>
3447	04/08/08	PCSO J. Mills	Request for PC to put entry in mag/diary following complaints re parking on pavements near school on back Lane forcing children to walk into road. Responded and forwarded to primary school for inclusion in their newsletter to parents. <b>Action: Clerk to check PCSO Mills has sent information to Parish Mag and diary as requested by PC.</b>
3457	11/08/08	Dr Owen Jones & Partners	Re application for preliminary consent for the owning of a pharmacy as Ramsbury Surgery. Given to S. Glass. See item 3442.
3477	18/08/08	Mrs A. Dixon	Telephone call re Hill Stores
3478	18/08/08	Mr G. Tait	Telephone call re Hill Stores
3480	18/08/08	KDC	Keep Britain Tidy campaign – England's 'Big Tidy Up' during Sept – requesting PC's help. Given to S. Glass. <b>Action: Clerk to contact Scout Group to see if they are interested in doing a village clean-up in return for a £100 donation to their funds.</b>

3482	18/08/08	Nigel Grove	Urgent repairs needed to Oxford Street. Given to S. Glass. These have been reported before to WCC. <b>Action: Clerk to write again to WCC saying Oxford Street needs re-surfacing before one of the several people in the village who use electric scooters has an accident.</b>
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## 7 COMMITTEE REPORTS

### A Planning

Chairman: George Hawes

#### Reports received since July 08

K/58694/F	Change of use of land to enlarged garden and retention of tree platform thereon Preston Farmhouse Preston Ramsbury. Mr and Mrs E M B Grylls
PC Comment	Retrospective. No objection
KDC Decision	Awaited
K/59097/F	First floor side extension and addition of lean-to roofs over existing single storey flat roofs to front and rear 46 Ashley Piece Ramsbury. Mr Michael Bowering
PC Comment	No objection
KDC Decision	Awaited
K/58564/F	Two storey rear extension Preston Farmhouse, Preston, Ramsbury Mr and Mrs E Grylls
PC Comment	No objection
KDC Decision	Awaited
K/59120/F	Demolish two existing sheds. Erection of one new shed 2 Knowledge Crescent Ramsbury. Mr Robert Foale
PC Comment	No objection
KDC Decision	Awaited
K/58935/LBC and K/58955/F	Proposed alterations to existing bothy and construction of new link cloister to main house The Nook, 5 Back Lane, Ramsbury. Mr Donal Mullins
PC comment	No objection
KDC Decision	Granted
K/58961/F	The building of an earth bund near to the highway [B4192] Preston Farmhouse Ramsbury Mr and Mrs EMB Grylls
PC Comment	The Parish Council objects to the retrospective nature of the application but not to the works proposed.
KDC Decision	Awaited
K/58965/F	Change of use of land from agricultural to residential and construction of driveway and vehicular access from Marriage Hill. Preston Farmhouse Ramsbury. Mr and Mrs EMB Grylls
PC Comment	The Parish Council objects to the retrospective nature of the application but not to the works proposed
KDC Decision	Withdrawn
K/58991/F and K/58996/LBC	Erect new conservatory to the eastern elevation of Rose Cottage. Form opening with internal doors-cottage to conservatory. Rose Cottage 13 Back Lane Ramsbury. Mrs Julia Blunt
PC Comment	No objection
KDC Decision	Granted
K/58858/F	Single storey timber outbuilding 4 Dyers Yard, Ramsbury. Mr Sean Ryan
PC Comment	No objection
KDC Decision	Granted
K/58875	Single storey extension to north of existing lounge to provide a further reception room. Conversion of existing garage and single storey extension to east of the garage to provide a three room "granny" annexe including a new bathroom. Reids Newtown Road Ramsbury. Mr Robert Grimshaw.
PC Comment	No objection
KDC Decision	Granted
K/59039/F	Two storey side extension. Bolstridge Farmhouse Hilldrop Lane Ramsbury. Mr Philip Coplestone

PC Comment KDC Decision	No objection Awaited
K/59057/F	Proposed single storey infill extension to the front elevation and change of external cladding Orchard Cottage, Chapel Lane Ramsbury. Mr Glyn Davies
PC Comments KDC Decision	In circulation Awaited
K/59066/F	Addition of solar water heating collectors The Cedars Cone Scholards Lane Ramsbury. Dr Bernard Brooks
PC Comments KDC Decision	No objection Granted
K/59164/F	Single storey rear extension and first floor extension over existing garage 48 Ashley Piece Ramsbury. Mr Steven Frost
PC Comment KDC Decision	No objection Awaited
K/59190/F	Replacement dwelling and garage [amendment to planning permission K/58264/F to insert additional dormer in the north west elevation Witch House Witcha Ramsbury. Mr P W Nelson
PC Comments KDC Decision	No objection Awaited
K/59203/F	The creation of a new access onto Hilldrop Lane; the erection of a stable building to provide 4 loose boxes, a hay store and tack room, provision of hard standing Land off Hilldrop Lane Ramsbury. Mr M Murray
PC Comment KDC Decision	In circulation Awaited
K/59134/TR2	Works to trees at the property to consist of; the felling of a larch and a spruce tree and the height reduction of two Lawson Cypress trees. 27 Oxford Street. Mrs L Smith
PC Comment KDC Decision	No objection Awaited
K/59239/F	Two storey rear extension, Single storey side extension 20 Kennet Rise Axford. Mr and Mrs L Davies
PC Comment KDC Decision	In circulation Awaited
K/59286/TR2	Works to trees at the property to consist of; reduction by one third of a sycamore tree with lifting of the branches up over the drive and removal of dead wood the lifting of low branches to a height of 6ft on a lime tree plus removal of one or two secondary branches interfering with the shed roof the reduction of 5 birch trees by approx 1/3 <sup>rd</sup> plus the removal of dead and diseased wood the reduction of beech trees outside the property by one third lifting the branches up over the roadside and over the garden the removal of small secondary branches from limbs over the greenhouse on a copper beech tree and the felling to ground level of a crab apple tree. Springs House Union Street Ramsbury. Mr V Jones
PC Comment KDC Decision	In circulation Awaited

**B Finance****Chairman: Ian Ritchie**

- a. **Audit.** The external audit is on-going
- b. **British Gas.** The new reduced direct debit has not been activated
- c. **Internal Audit Plan.** The external auditors have asked the PC to provide an internal audit plan as a check for the internal audit process. The Finance committee met immediately before the PC meeting and completed the internal audit sheet provided by the external auditors, and have now to write an internal audit plan. Once finished, the finance committee will present it to the PC for approval.

**C Rights of way****Chairman: Graeme Fearon**

- a. **Request for ramp in Ashley Piece.** No response has been received. **Action: S. Glass to contact E. Daly.**
- b. **Outstanding query regarding way marking.** **Action: G. Fearon to contact E. Daly.**

- c. **Hoppers Lane footpath.** A grant has been applied for but no response yet received. (Update 19/08/08 – a matched fund grant has been awarded).
- d. **New Map of Footpaths within Parish.** This work is on-going. **Action: G Fearon to continue with preparation of map.**

#### D Play Areas and Seats.

**Chairman: Paul Court**

- a. **Safety Reports.** The report from Zurich has been received and the report from RoSPA is awaited (see item 3456).
- b. **Knowledge Crescent Play Area fence.** The work will be done in the autumn.
- c. **New Play Equipment.** A request for a grant towards the cost of a large piece of play equipment has been submitted. A response is awaited. (Update 19/08/08 - a matched fund grant has been awarded).
- d. **Broken Springer, Ashley Piece Playground.** **Actions: 1. S. Glass to contact Playground Services for repair. 2. Clerk to add to vandalism log.**

#### E Emergency Committee

**Chairman: Chris Morgan**

**Street Wardens.** Street wardens have been sent an invitation to a meeting on 13<sup>th</sup> October.

#### F School Governor. Nothing to report.

**Governor: S. Findlay**

#### G Recreation Centre.

**Chairman: George Hawes**

**Bowls Club.** Work on the new Bowls Club will start before the end of the month.

#### H Policy Committee. Nothing to report

**Chairman: Sheila Glass**

#### 8 Public Forum

- a. Mr B Tottenham said that the British Legion is responding to the invitation to apply for a grant sent to them by the PC.
- b. Mr B. Tottenham asked if the trees in Whittonditch Road on both sides of Penllynn will be preserved when the building work starts there. The PC responded that this is not in the conservation area.
- c. Mrs S. Judge reported that a number of 4-wheel drive vehicles are using the bridleway behind the village and the ford at unsuitable speeds. It was suggested that she should take the numbers of the vehicles and pass them to the land owner.

#### 9 Axford

- a. **Garages.** G. Treherne sent a message via D. Barnett that he was concerned about the future of the garages once KDC ceases to exist. S. Findlay reported that KDC owns a strip of land by the garages and are in negotiation with Sarsen
- b. **High hedges** at Ivy Cottage are causing an obstruction that is forcing vehicles into the centre of the road. **Action: Clerk to write to owners requesting that the hedges are cut back.**
- c. **PC's Notice Board.** This is falling into disrepair. **Action: D. Barnett to provide dimensions of the current notice board with a view to replacing it.**

#### 10 Nature Reserve. No report

**Chris Morgan**

#### 11 Kennet Triangle at 2 Bridges, Mill Lane

**Ragwort.** None is evident but ragwort is present on the nearby track. It is assumed that the landowner who is a horsewoman will deal with it.

- 12 **Delegation of Services.** WCC has said that it will be easier for accredited Quality Councils to take on services. The present feeling is that the PC does not want to take on additional services. **Action: S. Findlay and S. Glass to find out what other councils are doing.**

- 13 **Community Bus.** At present KDC owns the bus and the bus committee administers it. KDC has brought forward to November the purchase of a replacement bus which will be given to the village. It is hoped that the old bus can be sold and the funds raised retained. It was agreed that the PC would become the custodian trustees of the new bus, with the PC registered as the bus's owner, and the bus committee continuing to administer the bus. The bus committee's constitution will be re-written replacing the requirement of a KDC councillor on the committee with a parish councillor. (Proposed P. Court, seconded G. Fearon. All in favour).

- 14 **CPRE'S Campaign to Stop Litter.** **Action: Clerk to contact Scout Group to see if they are interested in doing a village clean-up in return for a £100 donation to their funds.** (See item 3480)

#### 15 Sustainable Communities.

This new committee has met for the first time. The main points discussed and actions the committee agreed were:

- a. The committee members probably each have differing views on why sustainability is an important issue for our communities but this will have little consequence in terms of the actions we believe to be necessary.
- b. We are in favour of producing a newsletter from time to time, to promote initiatives and to galvanise local support.
- c. Although Ramsbury and Axford do well with recycling in comparison to other communities, we will press for doorstep plastic collections. If this cannot be achieved, we will ask for a permanent skip for plastics at the Surgery site. We will encourage home composting and the use of green wheelie bins.
- d. We will encourage greater use of our local shops. We will produce cost comparisons of shopping locally against going to Marlborough including car running costs. We will enquire about the siting of a 'hole in the wall' cash machine in the village. We will examine if it is possible to provide more local allotments for villagers who want them.
- e. We will promote greater use of The Flyer, both on its regular runs and for private hire. Why does it not have a regular run to Marlborough?
- f. We will be aware of any energy saving schemes (e.g. loft insulation, cavity wall insulation) for which financial assistance is available and will promote such schemes in the newsletter.
- g. I. Ritchie will investigate the possibility of releasing the money held over from the wind turbine campaign to be used to support these activities.

**Action: Clerk to include Sustainable Communities under Committees item on future agendas.**

#### 16 Parish Stewards & Streetscene Cleaning

- a. **Form for recording items of work for parish stewards. Actions: 1. All councillors are asked to note items of work for parish stewards on the form and send to clerk. 2. Clerk to send electronic version of the form to councillors.**
- b. **Action: Clerk to put following action on list for Steward's next visit:**  
Footpath 2. Overhanging trees were planted by and belong to the amenity group which has no objection to their being trimmed (add B. Tottenham's contact details).

**17 Best Kept Village Competition.** Ramsbury came joint fourth with Box in the Large Village category of the county round, gaining 93 points. Winsley won with 99 points, Mere were second with 97 and Blunsdon 3<sup>rd</sup> with 95. S. Glass has contacted the organisers regarding anomalies in the feedback received and has been told the points will be raised at the judges' debriefing meeting. The anomalies were as follows:

- a. **Churchyard.** In the District round the churchyard received very favourable comments, while negative comments including that there was no long-term management plan were received in the County round, despite the judges not having the information to enable them to comment on that.
- b. **Areas to be excluded from judging.** The Rec. Centre was excluded as under construction. The comments that landscaping, trees and hedges at the area are neglected do not seem to reflect reality.
- c. **Report and Map.** These were requested by the judges, with a length of 100 words for the report, to be used in the case of a tie for first position. The PC submitted 107 words and received the comments that the report was short but the map good.

#### 18 Vandalism.

- a. **Windows broken at the Church rooms.** The church is investigating the possibility of putting a grill over the windows.
- b. **Damage to cars in Ramsbury.** 2 wing mirrors were broken in the High Street and plants in Union Street were damaged and put on a car. It is believed an arrest has been made. **Action: Clerk to add to vandalism log.**
- c. **Springer at Ashley Piece playground.** The damage reported at the July meeting is thought to have been vandalism not wear and tear. **Action: Clerk to add to vandalism log.** (See item 7D.c.)

#### 19 Memorial Hall.

**Bookings.** The committee is looking into taking deposits for weekend bookings owing to last minute cancellations.

**Offices.** Two of the offices are vacant and available to let.

**Lighting.** The fluorescent tubes in the main hall have been replaced but the starter has gone in one of them. **Action: P. Court to inform T. Pope.**

**20 Oral History.** Following a break over summer, work on the archive is re-starting in September.

#### 21 Street Lighting.

- a. **Defective lights.** Lights reported as defective last month have not been fixed, and the lantern outside the old post Office is on all day too now. **Action: S. Glass to report these faults again.**

**22 Accounts for Payment**

I1178	KDC – Rates for public Conveniences Direct debit due 01/09/08	69.00		0	
I1179	British Gas – Electricity for Public Conveniences - direct debit due 30/08/08	25.00		0	
I1180	PlusNet – Broadband for office. Due 08/08 by Direct Debit	9.99		1.49	
I1181	Cutting Edge Signs Ltd – Signs regarding dog fouling for near Kennet Triangle	82.25		12.25	
I1182	S. Arnold – books of stamps and postage for large items	8.60		0	
I1183	SEC Lighting Services - 3 lanterns to replace standard street lights in Oxford Street 7 High Street. ** Cost being queried	3036.20		452.20	
I1184	Richard Doore – repair to seat in front of bungalows in High Street	75.00		0	
I1185	S. Arnold – 50 envelopes	1.99		0	
I1186	D. Arnold – underpayment on invoice no 1124 correctly listed on May list as £28.16, but amount on cheque was £26.16. Error highlighted following installation of new accounting package	2.00		0	
I1187	S. Glass £40.00 – barrel, tubs, compost minus £10 overpayment on items I1105 and I1113 wrongly totalled to £64.30 instead of £54.30 on April list	40.00 - 10.00 = 30.00		5.96	No
I1188	Ian Richie – gift for internal auditor in recognition of work undertaken on PC accounts	11.99		0	No
I1189	BT – telephone bill. Payable 21/08/08 via direct debit	66.78		9.94	No
I1190	CPRE – Subscription renewal	28.00		0	No
I1191	S. Arnold – book of 2 <sup>nd</sup> class stamps	3.24		0	No

**Total Payments: £3,450.04** Proposed G. Hawes. Seconded I. Ritchie. **All in favour, but it was agreed to withhold payment on item I1183 until a response to the price query has been received.**

**23 Payments Received**

R69	Withy King – credit balance made up of interest	25.56	04/08/08	Cheque	R69
R70	Interest paid into instant reserve account July 1 <sup>st</sup> - 30 <sup>th</sup> – due 16 <sup>th</sup> Aug	72.54	16/08/08	Direct transfer	R70
R71	Sale of oral history disks at Horticultural Society summer show	24.00	11/08/08	Cash	R71

**Total Payments Received = £122.10**

**Credit Card Spending Authorisation**

	S. Arnold - Credit card authorisation for memory stick for backing up PC data to off-site storage	Approx £5.00			
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Proposed I. Ritchie, Seconded E. Hodgson. All in favour.

**24 Bank Balance on 01/07/08** CURRENT ACCOUNT: £2,493.50

COMMUNITY RESERVE ACCOUNT: £21,591.12

**Transfer of funds between accounts: 18/08/08 - £6,000 transferred from community reserve to current account.**

**25 Other Correspondence - as listed below:**

3426	28/07/08	PCSO J Mills	Complaints received re parking on pavements in Back Lane forcing children & other pedestrians to walk in the road. Forwarded to S. Glass
3429	28/07/08	Mr. M Newman	Has permission from post mistress to sell books once a month outside post office. Checking this is OK with PC. Forwarded to S. Glass. Responded
3430	28/07/08	Wilts Police	Marlborough area police bulletin. Forwarded to all councillors
3431	28/07/08	Mrs A. Foale	Contact details for allotments. Details supplied by PC appear to be out of date. <b>Action: Clerk to get updated details</b>

3432	28/07/08	Mr B. Tottenham	Comments on presentation on delegation to town and parish councils at July PC meeting
3434	28/07/08	Sutcliffe Play	Play equipment brochure. Given to S. Glass
3436	28/07/08	Community First	Invitation to AGM, Wed 8 <sup>th</sup> Oct 5pm Devizes Corn Exchange, plus newsletter and enclosures. Given to S. Glass
3437	28/07/08	Nationwide	Re old Portman (Youth Club) account – requesting response to previous letter. Already answered and account closed
3438	28/07/08	CPRE	Best Village Competition – Ramsbury came 4 <sup>th</sup> in large village category in Wilts county round
3439	04/08/08	WCC	Parish Stewards – Jobs completed form. Given to S. Glass
3440	04/08/08	IOG Saltex	Invitation to play area exhibition and seminars (free ticket). 2 – 4 <sup>th</sup> Sept, Windsor Race Course
3441	04/08/08	WCC	Swindon & Wilts minerals and waste development control policies draft submission documents - see <a href="http://www.wiltshire.gov.uk/planning-home">www.wiltshire.gov.uk/planning-home</a> . Given to S. Glass
3443	04/08/08	WCC	Towards one Council – members update – forwarded to councillors.
3445	04/08/08	Community First	Telephone number error for Mike Venner in newsletter circulated to councillors
3448	04/08/08	Community First	Newsletter – forwarded to all councillors - see also item 3445
3449	04/08/08	St John's Language College	Newsletter
3450	04/08/08	Mr. M Newman	Acknowledging PC's response to his request to sell books once a month outside post office.
3452	04/08/08	Community First	Invitation to powering up communities workshops. Details of dates and topics in office
3453	04/08/08	WCC	Cedar & Lamplands Bridges – week 6 report. Forwarded to councillors and displayed at site
3455	04/08/08	WCC	Cedar & Lamplands Bridges – week 7 report. Forwarded to councillors and displayed at site
3458	11/08/08	Ramsbury Parish Charities	Acknowledgement of letter confirming the Parish Council approves the re-appointment of Fiona Kimber representing PC as a Parish Charities trustee.
3459	11/08/08	Broxap	Brochure – litter bins
3460	11/08/08	Holy Cross PCC	Querying following receipt of grant letter
3461	11/08/08	CPRE	Bill Bryson on Panorama promoting CPRE's litter campaign 11/08/08
3462	11/08/08	PlusNet	Changes to broadband charges – does not affect PC at current usage rate.
3463	11/08/08	WCC	August Parish Newsletter. Forwarded to all councillors
3464	11/08/08	GM2 Logistics	Requesting invoice to cover damage to tub and paving in Square by one of their lorries. <b>Action: Clerk to process</b>
3469	11/08/08	Alliance & Leicester	Current Account Statement 1st August – £1,637.63
3470	11/08/08	Alliance & Leicester	Community Instant Reserve Account Statement -5 <sup>th</sup> July – £21,655.29
3471	18/08/08	WCC	Cedar & Lamplands Bridges – week 8 report. Forwarded to councillors and displayed at site
3473	18/08/08	Cllr Humphries	WCC Newsflash (12 Aug) _ heavy rains expected. Forwarded to Emergency committee chairman.
3475	18/08/08	D. Stoyle for Holy Cross PCC	Query regarding eligibility for grants
3476	18/08/08	WCC	Cedar & Lamplands Bridges – week 9 report. Forwarded to councillors and displayed at site
3479	18/08/08	MCASP	Project update requested following funding for playground fence. <b>Action: Clerk to respond.</b>
3481	18/08/08	Ravensbury Players	Response to grant application. Give to I. Ritchie at 18.08 meeting

**DATE OF NEXT MONTHLY COUNCIL MEETING**

**MONDAY SEPTEMBER 15<sup>th</sup> 2008 7.45pm**

**RAMSBURY MEMORIAL HALL**

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

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