

RAMSBURY & AXFORD PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 8th DECEMBER 2008 in Ramsbury Memorial Hall

PRESENT: Diann Barnett, Paul Court, Graeme Fearon, Cllr. Susan Findlay, Sheila Glass (Chairman), George Hawes, Helen Lloyd, Tim McQue, Chris Morgan, John Peck, Geoff Rissone, Ian Ritchie, Geoffrey Treherne, Sue Arnold (clerk), Cllr Humphries and 3 members of the public.

- 1 **Apologies for absence for approval:** Alistair Ewing, Erica Hodgson – Approved.
- 2 **Disclosure of interest:** C. Morgan - Item 6A no K/59744/F, I. Ritchie- Item 6A no K/59668/TR2.
- 3 **The minutes of the meeting held on November 17th 2008** were approved unanimously (Proposed P. Court, seconded I. Ritchie)
- 4 **Matters arising:**
 - a. **Resignation.** Geoffrey Treherne resigned from the Parish Council and at the end of the meeting received a certificate of appreciation from the chairman for 13 years representing Axford as a parish councillor.
 - b. **Lamplands and Cedar bridges.** The pavement of Cedar Bridge is now finished. Wilts highways have been contacted regarding replacement of the depth marker. Action is awaited.
 - c. **Marlborough Area Pilot Board.** D. Barnett and S. Glass will attend the meeting on Tuesday Dec 16th at 7pm in Mildenhall Village Hall. Anyone may attend the meeting as an observer. S. Glass has written to the board to suggest the pilot board's project is traffic, speeding and moving speed limits. D. Barnett is to attend the MCASP meeting on 10th December.
 - d. **Traffic in Back Lane.** No response as yet from County Hall.
 - e. **Track from Swan's bottom to Love's lane. Action: S. Glass to contact Mr J. Dennis.**

5 NEW CORRESPONDENCE FOR DISCUSSION

3717	24/11/08	S. Williamson	Request for replacement sign for Dyer's Yard (old one too rotten to put back when taken down for wall to be painted). New sign has been ordered.
3723	24/11/08	Victim Support	Grant request. Given to S. Glass. The Parish Council decided not to make a donation as it does not normally make grants to organisations outside the village.
3721	24/11/08	J. Langton	Enquiring what will be planted where vegetation was removed for Cedar's Bridge work. (Phone call). Sir Martyn Arbib will re-pant inside the fence line, and Wilts Highways will plant outside.
3730	01/12/08	Boundary Committee for England	Electoral review of Wilts – final recommendations and opinion survey. Given to S. Glass. There will be 98 councillors in the unitary authority and minor changes to boundaries.
3733	01/12/08	CPRE Kennet group	CPRE – half-yearly newsletter. Arrangements for best kept village competition under unitary authority, and request for judges. Given to S. Glass. Judging will take 2- 3 half days.
3736	01/12/08	WCC	Goods & Services contract arrangements under unitary authority. Given to S. Glass. All contracts are to be reviewed by 1/10/09.
3743	01/12/08	Wiltshire Involvement Network	Details of organisation. Aim is to give local people, organisations and groups across Wilts the opportunity to make health & social care services better. Action: S. Glass to register the PC's interest.
3755	08/12/08	KDC	Copy of e-mail from A. Hampton to staff asking for confirmation the Wallgate unit maintenance and legionnaire's testing is being carried out as per the PC's contract (In response to query from PC)
3763	08/12/08	WCC	New Parish Improvement Grant Scheme for improvement of Rights of Way. Given to S. Glass. Action: G. Fearon to review the document.
3768	08/12/08	Ramsbury Meals on Wheels	Thanks for support over past year.
3770	08/12/08	Sarsen	Request for action plan following Zurich inspectors report on Hilldrop play area. Given to S. Glass. There is no erosion under play equipment and the PC's report from RoSPA indicates that no action is necessary. Action: S. Glass to contact Mr. Higgins at Sarsen.

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3773	08/12/08	Holy Cross Church Wardens	Request for comments on what the church should do in village/ do differently for consideration when appointing new clergy. Forwarded to all councillors. Ideas suggested included: Another Newcomers' Fair, Sunday School, using the church space for events such as concerts & exhibitions, a flower festival. All are invited to submit ideas to the churchwardens – Jane Handford or Carol Howard.
3779	08/12/08	KDC	Signs for 11-14 Crowood Lane & Arconia, and Dyers yard ordered. Reluctant to remove existing sign about parking on pavement. S. Glass has responded
2780	08/12/08	KDC	Will respond to request to remove no parking sign (see 3779) but asks that request & decision is recorded at PC meeting. The PC discussed removing the sign and all agreed that it was unnecessary and should be removed. Action: Clerk to report this decision to Mr. Hussey at KDC.

6 COMMITTEE REPORTS

A Planning

Chairman: George Hawes

Planning Applications Processed since November 08 Report

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 KDC Decision	Retrospective. No objection Enforcement notice served. Appeal Hearing 23.Oct.2008
K/58965/F	Change of use of land from agricultural to residential and construction of driveway and vehicular access from Marriage Hill thereon Preston Farmhouse Preston Ramsbury. Mr and Mrs E M B Grylls
PC Comment KDC Decision	No objection Enforcement notice served. Appeal hearing 23 October 2008
K/58564/F	Two storey rear extension Preston Farmhouse, Preston, Ramsbury Mr and Mrs E Grylls
PC Comment KDC Decision	No objection Awaited
K/59716/F	Proposed single storey flat roof side garage/office extension and two storey side extension 3 Ashley Piece Ramsbury. Mr and Mrs M Orford
PC Comment KDC Decision	No objection Awaited
K/59744/F	Single storey side extensions 2 The Paddocks, Ramsbury. Mr and Mrs Christopher Morgan
PC comment KDC Decision	No objection. Awaited
K/58961/F	The building of an earth bund near to the highway [B4192] Preston Farmhouse Ramsbury Mr and Mrs EMB Grylls
PC Comment KDC Decision	The Parish Council objects to the retrospective nature of the application but not to the works proposed. Awaited
K/59363/TR2	The removal of a cedar tree in the rear garden of the property The Cedars, Scholards Lane Ramsbury. The owner/ occupier
PC Comment KDC Decision	The Parish Council objects to the removal of this tree which it considers an important landscape resource. If permission is granted we would like a condition requiring replacement Granted
K/59499/F	Two storey rear extension. Single storey side extension 20 Kennet Rise Axford. Mr and Mrs Lee Davies Replaces 2 previous applications nos K/58631/F and K/59239/F
PC Comment KDC Decision	No objection Granted
K/59668/TR2	The topping of four lime trees away from the phone lines and the power lines, comprising a reduction of 25% in total. The trees are situated on the right hand side of the garden The Limes 22 Oxford Street Ramsbury. Mrs. S Suchopar
PC Comment KDC Decision	No objection Granted

K/59716/F	Proposed single storey flat roof side garage/office extension and two storey side extension. 3 Ashley Piece Ramsbury. Mr and Mrs M Orford
PC Comment KDC Decision	In circulation Awaited
K/59773/F	Building of detached garage and store room with gymnasium underneath The Hop House Tankard Lane Ramsbury. Mr Julian Cockwell
PC Comment KDC Decision	In circulation Awaited
K/59800/TR2	Works to trees within the churchyard to consist of: the pollarding of 12 lime trees, crown raising of two maple trees by one metre to clear the footpath, the cutting back of one Norway maple tree to clear the adjacent building by 1.5 metres, the felling of one willow tree to clear the neighbouring property and the crown raising of two further Norway maples by 1.5 metres Holy Cross Church Ramsbury. Mrs J Handford
PC Comment KDC Decision	No objection Awaited
K/59826/F and K/59828/LBC	Alterations to verges and kerb lines and reversal of current access/exit gates. Installation of illuminated bollards. Alterations to Littlecote House to create four new guest bedrooms. Conversion and extension of laundry to create five guest bedrooms. Conversion of stalls in the barnyard to create craft areas. Erection of link from barnyard to existing bedroom block. Conversion of Bothy to garden study. Littlecote House Hotel, Littlecote. Warner Leisure Hotels
PC Comments KDC Decision	In circulation Awaited
K/59841/F and K/59842/LBC	Single storey lean-to extension, replacement of existing landing window with dormer window. Rose cottage, 13 Back Lane Ramsbury. Mrs Julia Blunt
PC Comment KDC Decision	In circulation Awaited

B Finance**Chairman: Ian Ritchie**

- a. **Audit plan.** This is on-going
- b. **Adoption of 2009 Budget.** The draft budget was revised following the last PC meeting, with all grants now shown under \$137 grants. The PC is allowed to distribute up to a total of £5.86 per elector in \$137 grants to village organisations. The 2009/2010 budget was proposed by I. Ritchie and seconded by G. Hawes. All in favour. **Action: Clerk to submit precept form.**

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

- a. **Surgery Footpath.** Awaiting a response from the Community Service Payback team who have agreed to undertake the necessary work.
- b. **Hoppers Lane footpath.** The path is awaiting resurfacing.
- c. **Boundary Walk.** There will be a meeting on January 15th to begin arrangements for the walk
- d. **Loft's bridge, Seven Bridges.** Loft's bridge has had its sluices removed leaving no handrail at the fastest and deepest river crossing at Seven Bridges. **Action: G. Fearon to contact E. Daly at WCC requesting handrail, plus chicken wire on all the bridges there that are slippery.**
- e. **Mill Lane.** Uneven/eroded footpaths at the entrances and exits of the bridges. No action from WCC as yet. **Action: G. Fearon to report again to E. Daly.**

D Play Areas and Seats.**Chairman: Paul Court**

- a. **Knowledge Crescent Play Area fence.** The work will be done after Christmas.
- b. **Swing at Knowledge Crescent Play Area.** Playground Services reported to the PC that the swing's frame was rotting. This was inspected by RoSPA a few weeks ago and the only problem found was that the shackles needed tightening. The swing was inspected again this week by the PC and no defect of the frame was apparent. **Action: S. Glass to contact Playground Services for more information.**

E Emergency Committee**Chairman: Chris Morgan**

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- a. **Street Wardens.** Replacements have been found for all but 1 of the street wardens who stood down. A street warden is still needed for Swan's Bottom and a request for a volunteer has been delivered along with the Sustainable Community newsletter. Identification cards for wardens will soon be completed and ready for distribution. It was suggested that similar cards should be made for the members of the emergency committee.
- b. **Emergency Contacts List.** Following the closure of the B4192 following an incident, it was agreed that the PC needed the telephone number of the WCC Response Unit that supplies light and signs for such emergencies. **Action: Emergency Committee to add this number to the emergency lists.**

F School Governor.

Governor: S. Findlay

- a. **New Building for use as a music/arts studio and for children working on a 1-1 basis.** Since the mobile unit was dismantled there is now space for a building for use as a music/arts studio. Cost of providing this building will be £75,000 and the school aims to try to raise this in time for the building to be erected during the 2009 summer holidays, and failing that, the 2010 summer holidays. £2500 was raised at the Christmas Bazaar towards the fund. There will be a calendar of events including a charity auction and sponsorship and collection buckets for the boundary walk. **Action: I Ritchie to liaise with the school regarding sponsorship cards and introducing a section of the walk for very young walkers.**

G Recreation Centre.

Chairman: George Hawes

- a. **New Pavilion.** This is now complete. It will be available for private hire at a later date.
- b. **Horticultural Society Summer Show and Fete.** This will take place on 1st August 2009 at the Recreation Centre field.
- c. **Bowling Green.** The Rec Centre is awaiting a VAT rebate to ensure all the money to complete the work is available before the work starts.
- d. **Award Nomination.** Ian Smith was nominated in the Unsung Hero section of the BBC Sportsman of the Year awards. Although not the winner, he was recognised for the money he has raised and hard work put into the Rec Centre and Project 2005.

H Policy Committee.

Chairman: Sheila Glass

Freedom of Information Act. There is a statutory requirement to formally adopt the model scheme. Details of the proposed scheme were circulated to all councillors prior to the meeting. **Proposed - S. Glass. All in favour.**

I Sustainable Community Committee

Chairman: Ian Ritchie

- a. **Newsletter for residents.** The Emergency Committee was thanked for having organised the distribution of the newsletter. As a result there are now 12 requests for allotments.
- b. **Reduced price oil.** There has been interest in the scheme to negotiate a contract at reduced cost with a company who could make multiple deliveries to Axford & Ramsbury. **Anybody with oil-fired heating who is interested should contact Chris ASAP (e-mail: chris_morgan@dsl.pipex.com or phone 520501)**

7 Public Forum.

- a. B. Tottenham requested information on the proposed sponsorship of the Boundary Walk for Whitton Ways and The Diary, and said he would include the Summer Show and Fete in under Advance Notices. He thanked the Parish Councillors on behalf of the public for the work they have done during the year.
- b. J. Cockwell asked about the PC's procedure for considering planning applications and an explanation was given. Plans are circulated amongst the members of the PC's planning committee for consideration. Controversial applications are discussed at a meeting. Their comments are submitted to KDC and recorded in the minutes of the monthly PC meetings.
- c. P. Court expressed concern at the number of cars parking in Back Lane and The Square at school start and end times, now that parking in Isles Road has been restricted. The School Governor responded that the School is trying hard to resolve these problems and is encouraging walking to school.

8 Axford.

- a. **New pub sign.** This has been inspected by a KDC planning officer, but no further information received. **Action: Cllr S. Findlay to raise at KDC regulatory committee.**
- b. **Garages.** A strip of Kennet land is being passed to Sarsen. When there are plans for this area Sarsen will make a presentation to the PC before submitting any planning applications.
- c. **Bonfires.** Complaints have been received about plastic being burned off electric cables. **Action: Clerk to write to Environmental health.**

9 Nature Reserve.

Chris Morgan

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Volunteers. A student from St. John's School doing community service as part of his Baccalaureate has offered to work on the Nature Reserve and bring further students to help.

10 Kennet Triangle at 2 Bridges, Mill Lane. Nothing to report

11 Community Bus.

- a. New Bus.** This was hit and damaged by a driver who failed to stop. There were no injuries. A temporary window has been fitted and it will be permanently repaired in January.
- b. MIDAS driver training.** This will start soon and consist of classroom and practical training plus an assessment. MIDAS training will reduce the cost of insurance for the bus and potentially individual drivers' own insurance. Funding left over from the purchase of the new bus will partially cover the training costs.

12 Parish Stewards & Streetscene Cleaning

Parish Stewards: Action: Clerk to add the following to the list and report to Co-ordinator:

3 gullies in Crowood Lane need clearing.

Gulley in Axford near junction of Back Lane & Stone Lane needs clearing

Leaves in Crowood Lane and on the pavement in Back Lane need clearing.

Action: Any further jobs to be e-mailed to clerk by 14th December.

13 Vandalism. Nothing to report.

14 Memorial Hall.

Lights. A couple of lights need replacing.

15 Oral History. Nothing to report this month. Work will be re-started in the New Year.

16 Access to PC Office. Nothing to report. **Action: Clerk to remove from agenda.**

17 Street Lighting.

New lanterns. The lantern outside the Methodist Hall has been fixed. The new light outside the Old Post Office is on during gloomy days, particularly while the scaffolding is up. This is because the sensor is under the eaves. Once the scaffolding is down, SEC will investigate moving the sensor.

18 Public Conveniences

The lights have been fixed in the gents, but the window that was removed after it was vandalised means that there is a danger of pipes freezing. **Action: Clerk to leave key in office for P. Court to gain access to back cupboard of conveniences in order to re-install window that is being stored there.**

19 Accounts for Payment

I1227	KDC – Rates for public Conveniences Direct debit due 01/12/08	69.00		0	No
I1228	British Gas – Electricity for Public Conveniences - direct debit due 28/12/08	25.00		0	No
I1229	PlusNet – Broadband for office. Due 08/12/08 by Direct Debit. (new vat rate calculated at 1.25 not 1.28)	9.75		1.25	No
I1230	R.A Copp – Annual grass cutting	2061.00		0	No
I1231	S. Glass – bulbs for Memorial Garden	9.98		1.49	No
I1232	S. Glass – keys for office	27.00		4.02	No
I1233	S. Glass – Flowers	18.60		1.04	No
I1234	S. Arnold – Paper for office	24.95		3.72	No
I1235	C. Morgan – Brushcutter / Strimmer for Nature Reserve, and can of oil. (Vat at 15%)	134.00		17.45	No

Total Payments: £2,379.28. Proposed –I Ritchie. Seconded - G. Treherne. Approved.

Payments authorised at previous meetings awaiting invoice/ fault correction – now received/ fixed and payments sent

I1207	SEC –supply & fit 3 lanterns. Replacement for invoice no I1183. NB 2 of 3 lanterns faulty	2526.25		376.25	No
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I1220	Wiltshire Wildlife - Annual rent for Nature Reserve	10.00		0	No
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20 Payments Received

R80	Scottish & Southern Energy – Wayleave agreement payment	138.00	24/11/08	Cheque	
R81	KDC – grant for play equipment at Ramsbury & Axford play areas	1,300.00	1/12/08	Cheque	
R82	Ramsbury Roxy	180.00	8/12/08	Cheque	B19
R83	Ramsbury School Christmas Sale – 2 videos @ £5 each , plus 1 oral history Disk @ £8	18.00	08/12/08	Cash	
R84	Alliance & Leicester. Interest on instant reserve account November 1 st - 30 th due for payment 16 th Dec	44.19	16/12/08	Direct transfer	

Total payments received: £1,680.19

21 Bank Balance on 01/12/08 CURRENT ACCOUNT: - £718.12

COMMUNITY RESERVE ACCOUNT awaiting statement. (£31,844.41 on 1/11/08)

NB £5000 transferred from Community Instant Reserve account to Current account on 08/12/08

£12,000.00 transferred from Community Instant Reserve account to current account on/10/11/08

22 Other Correspondence - as listed below:

3718	24/11/08	Kennet Carer's Association	Carer's Rights Day – open to all, Devizes Town Hall 11 – 2.00 Dec 5 th
3719	24/11/08	Cllr. Humphries	Copy of briefing note 175. ContactPoint – project gathering information about practitioners providing services to children
3720	24/11/08	KDC	Acknowledging invoice for grant for play equipment. Cheque to be sent separately.
3722	24/11/08	DVLA	Registration documents for new community bus. Filed. Copy given to S. Morgan
3724	24/11/08	Mr Croydon	Enquiring after records of burials in churchyard. (Phone call)
3725	24/11/08	KDC planning dept	Enquiring how to book Memorial Hall. (Phone call)
3726	24/11/08	KDC Recycling	Asking if previous Christmas card recycling points will take part in scheme this year. (Phone call)
3727	24/11/08	WCC	Responding to query from S. Glass re item 3717 - vegetation at Cedars bridge. Only brambles & scrub removed.
3729	01/12/08	Wilts Wildlife Trust	Response to request for Invoice for nature reserve rent. Invoice filed in accounts and payment authorised in September sent.
3731	01/12/08	Fish Brothers	Agreement to maintain Community Bus. Given to C. Morgan
3732	01/12/08	KDC	Application for tree work in conservation area. (Sent to PC as neighbours). Given to S. Glass
3734	01/12/08	Information Commissioner's Office	Freedom of Information Act – information for parish councils. Given to S. Glass
3735	01/12/08	WCC	Request to communicate temporary traffic order details by e-mail. Responded
3737	01/12/08	A-Plant	Marketing phone call – tool and plant hire
3738	01/12/08	Wilts highways.	Response to queries about planting plans for new bridge area and replacement of river height marker
3739	01/12/08	WCC	Briefing on promotion of Black box kerbside recycling service. Forwarded to S. Glass
3740	01/12/08	Playground Services	Wooden frame of swing at Knowledge Crescent playground beginning to rot.
3741	01/12/08	MCASP	Acknowledgement of receipt of update on grant funded projects
3742	01/12/08	Marlborough Area Pilot Board	Minutes of inaugural meeting – circulated to all councillors
3744	01/12/08	E. Judge	Confirming Ramsbury.org updated with latest info supplied by PC
3745	01/12/08	KDC	Response to request for signage for Dyer's Yard and Crowood Lane

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3746	01/12/08	KDC	Bob Hussey to assess Dyer's Yard and Crowood lane sites re signage
3756	08/12/08	WCC	Request to confirm PC contact details –done.
3757	08/12/08	Marlborough Area Pilot Board	Need volunteer to help with updating & maintaining Communication Strategy.
3758	08/12/08	MCASP	Papers for meeting 10 th Dec. Forwarded to all councillors
3759	08/12/08	WCC Highways	Parish Steward jobs completed list and feedback form. Given to S. Glass
3760	08/12/08	E. Hodgson	Thanks to PC for flowers following birth of her son
3761	08/12/08	Alliance & Leicester	Statements May – Sept for Community Instant Reserve account to replace those shredded in error
3762	08/12/08	Alliance & Leicester	Statement of interest – reported under payments received
3764	08/12/08	CPRE	December Edition of Fieldwork. Given to S. Glass
3765	08/12/08	Glasdon	Brochure – products for Local Councils. Filed
3766	08/12/08	KDC	Kennet housing land supply statement. Given to S. Glass
3767	08/12/08	Wilts Criminal Justice Board	Newsletter. Given to S. Glass
3769	08/12/08	WCC	Info pack for councillors who would like to be member of Wilts council Standards Committee (on shelf in office)
3771	08/12/08	Alliance & Leicester	Current Account Statement on 01/12/08 - £718.02 (Does not reflect payments in after 1 st Dec and transfer of funds from Community Instant Reserve account
3772	08/12/08	Marlborough Community Area Pilot Board	Papers from Dec meeting of Wilts federation of Community Area Partnerships Steering Group. (Electronic copies stored)
3774	08/12/08	MCASP	Police crime figures for MCASP meeting of Dec 10 th . Forwarded to S. Glass & D. Barnett
3775	08/12/08	R. Pitts	Comments on presentation of crime figures (see 3774)
3776	08/12/08	Plusnet	Confirmation that direct debit for broadband reduced to £9.75 to reflect VAT rate change. (files with Direct Debit agreements)
3777	08/12/08	Marlborough Rural Police Area	December newsletter. Forwarded to all councillors
3778	08/12/08	WCC	Parish newsletter. Forwarded to all councillors
2781	08/12/08	Cllr Humphries	E-mail Christmas card
2782	08/12/08	Mary Spender	Getting speed limit signs moved.

DATE OF NEXT MONTHLY COUNCIL MEETING

MONDAY JANUARY 19th 2009 7.45pm

MEMORIAL HALL, RAMSBURY

ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC

YOU WILL BE VERY WELCOME - PLEASE COME