

# RAMSBURY & AXFORD PARISH COUNCIL

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## MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 18<sup>th</sup> MAY 2009 in Ramsbury Memorial Hall

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

- 1 **ELECTION OF CHAIRMAN.** Only one councillor was nominated – Sheila Glass – proposed I. Ritchie, seconded E. Hodgson. All in favour.
- 2 **ELECTION OF VICE CHAIRMAN.** Only one councillor was nominated - Diann Barnett – proposed T. McQue, seconded I. Ritchie. All in favour.
- 3 **Apologies for absence for approval:** Paul Court, Tim McQue – Approved. B. Tottenham also sent apologies.
- 4 **Disclosure of interest:** none
- 5 **Police Report**  
No police officer attended the meeting, but a report was made at the Annual Parish Assembly on May 11<sup>th</sup>. **Action: C. Humphries will ask the police to send a report to the clerk prior to the meeting, if an officer is unable to attend.**
- 6 **The minutes of the council meeting held on April 20<sup>th</sup> 2009** were approved (Proposed D. Barnett, seconded G. Hawes) with the following amendments:
  - a. Page 638, 2<sup>nd</sup> paragraph - change *Mrs Finlay had been granted the title Alderman* to *Mrs Findlay had been granted the title Alderman*;
  - b. P641item 7.I.b - change *South Wessex Downs* to *North Wessex Downs*.
- 7 **Matters arising:**
  - a. A single 30mph sticker for dustbins was still available, so given to S. Findlay for use in Crowood Lane.
  - b. E. Hodgson asked for an update on the PC's request to move the 30mph signs further up Spring Hill. **Action: Clerk to ask WC for update.**
  - c. **Speeding in village. Action: Chairman to investigate cost of signs that flash the approaching vehicles' speed.**

### 8 NEW CORRESPONDENCE FOR DISCUSSION

4145	12/05/09	The Crown & Anchor	Farmers Market to be held in Crown & Anchor car park 13/06, 11/07, 08/08, 12/09. <b>Action: I. Ritchie to included details in next Sustainable Community newsletter, which will go out before the first market.</b>
4146	12/05/09	WCC	Parish Steward unable to cut trees overhanging Manor Lane footpath as they are on private property
4151	12/05/09	B. Tottenham	R. Price will cut back trees overhanging Manor footpath
4158	12/05/09	L. Allison	Requesting tree to left of Whittonditch junction can be pruned as obscuring view of traffic approaching from Aldbourne when pulling out onto B4192. <b>Action: Chairman to check visibility.</b>
4162	12/05/09	Mrs. A Dallas	Asking for details of clearing near their gate – forwarded to S. Glass, who responded. See also item 4200.
4170	12/05/09	Ramsbury Primary School	Thanking PC for offer of donation of £4,000 towards 'Our Great New Space' project
4173	12/05/09	Sarsen	Notification that bracket holding chain to top of swing at Knowledge Crescent play area is loose Given to S. Glass. <b>Action: P. Court to repair.</b>
4181	12/05/09	M. Handford	3 cans of petrol stolen from Holy Cross between 24/04 and 01/05. Silly comments in visitors' book and people messing about in church – lights put on and left. <b>Action: Clerk to add to vandalism log.</b>
4191	12/05/09	North Wessex Downs AONB	Invitation to launch of Leader Funding – Tuesday 2 <sup>nd</sup> June 2009, 6 – 7.30, Hungerford Town Hall. Given to S. Glass. The grants available are on a matched funding basis for schemes to regenerate the rural economy. <b>Action: D. Barnett to attend.</b>
4193	12/05/09	WC	Notifying report from resident that screw loose on baby swing at Knowledge Crescent play area. S. Glass informed

4200	12/05/09	Mrs A. Dallas	Attaching letter from her husband regarding clearing work near gate of The Old Mill. The letter, which was read out, expressed Mr & Mrs Dallas's concerns that the clearing of the verges was too severe, undertaken at the wrong time of year and undertaken without consultation. The work on the highways' verges was undertaken by the Amenity Group and the PC agreed it was necessary to ensure that the differing roles and responsibilities of the PC and the Amenity group were always clear. The PC expressed the opinion that although the verges look bare at present, the work had opened up views of the river, and is an improvement. <b>Action: 1. Chairman to write to Mr &amp; Mrs Dallas. 2. Chairman to write to Highways informing them of the work done.</b>
4213	12/05/09	A. Tuttle	Thank to PC for awards made for sporting behaviour to U10s football team at Parish APM. Forwarded to S. Glass
4217	18/05/09	Ramsbury Scouts	Thanks for grant
4223	18/05/09	Mrs E. Osmond	Thanks for PC's donation to Treloar Trust (made for plants for Memorial Garden from Treloar Sale)

## 9 COMMITTEE REPORTS

### A Planning

Chairman: George Hawes

#### Planning Applications Processed since April 09

E/09/0411/TCA	Felling of an apple tree at the west end of the garden 9 Orchard Close Mr C Inward
PC Comment Wilts Decision	No objection Granted
E/09/0458	Proposed 450mm increase in height of the recently approved 1800mm high boundary wall. 30 Ashley Piece Ramsbury Mr and Mrs Jeffery
PC Comment Wilts Decision	No objection Awaited
E/09/0468/FUL	Proposed oak frame detached double garage Wootons Newtown Road Ramsbury Mr and Mrs Cliff Andrews
PC Comment Wilts Decision	No objection Awaited
E/09/0474/FUL	Erection of a timber pavilion [Amendment to K/53862/F] Ramsbury Recreation Centre, Hilldrop Lane Ramsbury Trustees Ramsbury Recreation Centre
PC Comment Wilts Decision	No objection Awaited
E/09/0484/FUL	Change of use from Public House [A4] to single dwelling house [C3] The Burdett Arms High Street Ramsbury Mr M Darling
PC comment Wilts Decision	No objection to change of use. Comment; any alterations to the building should allow for off-street parking Awaited
E/09/0514/FUL	Erection of timber store and log store onto gable of existing garage Catherine House, Whittonditch Road Ramsbury. Mr P Springfield
PC Comment Wilts Decision	No objection Awaited
E/09/0284/FUL	Alteration and extension of existing house. Construction of new underground garage and driveway/vehicle turning area, with hard and soft landscaping. Sunnybank, 13 Union Street Ramsbury. Mr David Kerwood
PC Comment Wilts Decision	No objection Granted
E/09/0288/ADV	Removal of existing signs and replacement with illuminated stone monolith and small non-illuminated aluminium totem Littlecote House Hotel, Hungerford Warner Leisure Hotels Ltd
PC Comment Wilts Decision	No objection Awaited

E/09/0519/TCA	Works to trees at the property to consist of felling and stump removal of a lawsonia and the reduction by 30-40% of a holly tree Kennet House High Street Ramsbury. Mrs Grimshaw
PC Comment Wilts Decision	No objection Awaited
E/09/0314/FUL	Single storey rear extension Crown and Anchor Ramsbury
PC Comment Wilts Decision	No objection Granted
E/09/0341/FUL	Proposed two storey front extension and single storey side/rear sunroom extension Meadows Whittonditch Road Ramsbury. Mr and Mrs T Pope
PC Comments Wilts Decision	No objection Granted
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 Wilts Decision	No objection Awaited
E/09/0404/LBC	Removal of brick infill to existing window opening and insertion of new timber sliding sash window. New 6 panel external doors. Reinstate timber mullioned window to north elevation. Reinstate brickwork to east elevation including repairs to damaged brickwork and flat arch lintels The Cedars, Scholards Lane Ramsbury. Mr William Garrett
PC Comments Wilts Decision	No objection Awaited

Notes to the report:

Appeal Decision. Application ref K/59453/F re creation of a parking bay at Poppy Cottage, 9 and 10 Union Street for Mrs J M Whiting. Appeal against refusal to grant permission by KDC.

Appeal Dismissed.

#### B Finance

**Chairman: Ian Ritchie**

- a. **Audit Plan.** E. Hodgson will help put together the audit plan. **Action: I Ritchie to organise meeting to discuss the work needed.**
- b. **Annual Accounts.** The clerk was thanked for preparing the accounts which are now with the internal auditor. It was agreed that the new timescale for submitting accounts to the external auditor, which is now 2 months earlier than previously, is too tight and causes other essential PC work to be delayed. It is unclear whether the new dates are a requirement of the government or the external auditors. **Action: Clerk to investigate.**
- c. **Financial Standing Orders.** Updated Standing orders to reflect the PC's increasing use of Direct Debits were approved and signed by I. Ritchie. **Action: Clerk to file with accounts.**
- d. **Risk Assessment.** This too needs to be updated. **Action: Clerk and I. Ritchie to update.**

#### C Rights of way

**Chairman: Graeme Fearon**

- a. **Loft's bridge, Seven Bridges – missing handrail.** No progress to report.
- b. **20 Acre Path.** A complaint has been received from a member of the public that fencing and hedge are obstructing the path. **Action: G. Fearon to investigate.**
- c. **Footpath in wood at top of Whites Hill.** A report was received that tree trunks are obstructing a path in the woods at the top of White Hill. These are not on the designated footpath. The actual footpath runs to the right and is not obstructed.
- d. **Stiles.** These are needed to enter the public access land at Springs Hill. C. Humphries informed the PC that stiles can be provided by the WC footpaths officer, if the PC will install them. **Actions: 1. G. Fearon to provide clerk details of precise location where stiles are needed. 2. Clerk to request stiles fm WC.**
- e. **Boundary Walk.** Fewer walkers than normal started the walk and it was felt that the earlier bus time may have mislead people into thinking that the walk was starting earlier than usual. 140 people took part, including 35 youngsters. 41 people walked the whole distance of 23.5 miles, the youngest of whom was Alice McQue age 5 and the oldest person completing the distance was Ben Tottenham aged 86. I. Ritchie and S. Doone were thanked for their hard work, the Pre-School were thanked for tea and cakes and Chris Morgan for organising drivers for the flyer.

#### D Play Areas and Seats.

**Chairman: Paul Court**

- a. **New equipment for Knowledge Crescent Play Area.** A response from the school, which is helping select the equipment is expected by the end of the week. Further brochures have been received and prices of equipment selected will be compared with those in the additional brochures.
- b. **Seats at Knowledge Hill and Mill Lane.** Chairman and Paul Court had a meeting last week and agreed items to be carried out this week including removal of these seats and minor repairs to play equipment.

#### E Emergency Committee

**Chairman: Chris Morgan**

- a. **Wardens' Identity Cards.** All but 6 of the cards are now ready. **Actions: S. Glass to e-mail outstanding photos.**

#### F School Governor.

**Governor: S. Findlay**

- a. **'Our Great News Space' project.** The Fun Run raised £3,000 towards the project.
- b. **Maternity leave cover.** Cover for the deputy head has been arranged for the next school year.
- c. **A new part-time teacher will start next school year.**

#### G Recreation Centre.

**Chairman: George Hawes**

**Bowling Green.** The contractor is due to start work on the bowling green on 19<sup>th</sup> May.

#### H Policy Committee.

Nothing to report

**Chairman: Sheila Glass**

#### I Sustainable Community Committee

**Chairman: Ian Ritchie**

**Allotments.** Talks with a 3<sup>rd</sup> landowner are in progress. An update will be included in the Sustainable Community newsletter.

#### 10 Public Forum

Mr S. Blunt suggested the PC came to a voluntary arrangement with Mr and Mrs Dallas as to how far the vegetation on the verges should be cut back. The Chairman explained that the verges were owned by highways and the PC did not undertake the work.

#### 11 Axford.

**Co-option of Councillor.** Simon Smith had submitted his CV as a potential co-optee for the Axford Ward and left the hall while his application was discussed. C. Morgan proposed co-opting Mr. Smith and G. Hawes seconded it. All in favour.

**Action: Clerk to process the co-option at the start of the June meeting, and included Mr Smith in all PC correspondence with immediate effect (including requesting which committees Mr. Smith would like to serve on.).**

#### 12 Annual Parish Assembly.

Positive comments were received on how much goes on in the village. As the meeting had been rather long it was decided to include the PC Chairman's and committees' reports in one report next year and to limit clubs' and organisations' reports to a maximum of 2 minutes each. **Action: Clerk to include this information in invitation to next year's meeting.**

#### 13 2009-10 Committees

Current councillors all chose to remain on the same committees. **Action: S. Glass to schedule short committee meetings before the start of the June PC meeting to elect committee chairmen.**

#### 14 MAVCAP.

a. **Organisation.** MAVCAP consists of a member of each of the 19 parishes within its area. D. Barnett is a vice-chairman of MAVCAP. She has attended a couple of meetings recently, but as yet received no follow-up information. MAVCAP wishes to combine all the parish plans into one Community Parish Plan and proposals from this will then be submitted to the Area Board. Area boards take a vote of all members to assess the feeling of the meeting on any proposal, but the deciding vote is taken only by WC representatives.

b. **Funding for Parish Plans.** Matched funding of up to £500 is available for the development of Parish plans, which is like a business plan, defining what facilities the village would like in the future and how they can be achieved. Parish plans are usually developed by the community via a steering group. It was agreed to have a village meeting to explain the concept and set up a steering group. **Actions: 1. Clerk to request Parish Plan toolkit from Community First. 2. S. Glass to provide text for the Sustainable Community newsletter, including reference to youth involvement.**

#### 15 Nature Reserve.

**Chris Morgan**

**Grass cutting.** The rota has been circulated. The 2<sup>nd</sup> cut will take place w/c 18<sup>th</sup> May and cutting will take place every second week.

**16 Kennet Triangle at 2 Bridges, Mill Lane.**

At the Annual Parish Assembly many people said they did not know where the Kennet Triangle is. **Actions: 1. I. Ritchie to included details in sustainable community letter. 2. D. Barnett, on behalf of the Horticultural Society, to put signs to the triangle up on Open Gardens Day.**

**17 Best Kept Village Competition.**

**Village clean-up.** The school will undertake the village clean-up on 1<sup>st</sup> June. High-Visibility jackets and rubbish pickers etc will be supplied by WC and the rubbish collected from the school on 2<sup>nd</sup> June. **Action: Any councillor who wishes to help is very welcome and should meet at the school between 9.15 and 9.30 am.**

**18 Walking Maps.**

It was decided to order another 200 walking maps as most have now sold. **Action: S. Glass to organise re-printing.**

**19 Indoor Bowls Club**

**Progress.** The bowling club now has a constitution and will start in earnest at the end of the outdoor bowling season on Sundays and Thursdays in the Memorial Hall.

**Funding.** At present the bowling club uses a borrowed indoor bowling mat and has requested from the PC funding for 1 mat at a cost of £200. A grant to cover this was proposed by I. Ritchie and seconded by D. Barnett – all agreed. **Action: Clerk to put payment on June agenda.**

**20 Hills Stores**

The Chairman has approached the owner of Hills Stores with a view to opening a Charity Shop run by local organisations who want to raise money. This currently works well in Pewsey to raise money for the carnival there, and the organisers have invited the PC to look at how it works. It is envisaged that in Ramsbury local organisations could staff the shop and sell good quality 2<sup>nd</sup> hand clothes, non-electrical household items, bric-a-brac, etc for a trial period of 3 – 6 months. The PC would act as a facilitator. **Actions: S. Glass to talk to village organisations which might be interested. 2. S. Glass to send an e-mail to councillors asking who would like to visit the Pewsey shop.**

**21 ‘Age No Barrier Week’**

It was decided not to organise an event for this.

**22 Community bus.**

- a. AGM.** A copy of the bus committee chairman’s full report from their AGM is available from the PC clerk if required. (email: [parishcouncil@ramsbury.org](mailto:parishcouncil@ramsbury.org))
- b. Constitution.** The new constitution has been approved. **Action: C. Morgan to supply clerk with a copy.**
- c. MIDAS Driver training.** The 2<sup>nd</sup> round of training will take place in July, suing the Surgery for the theory part of the course.

**23 Youth Involvement**

**Helen Lloyd**

**Action: I. Ritchie and H. Lloyd to arrange a meeting to see if there is a possibility of CPRE administered funding for a youth project.**

**24 Parish Stewards & Streetscene Cleaning**

- a. Liaison with Highways.** J. Peck will be the PC’s contact for the Parish Steward’s Scheme. Anyone with any jobs for the stewards should continue to send them to the clerk who will pass on the list to J. Peck, who will add photos of the sites where work is to be done and send the list to the stewards, copying in the clerk.
- b. Jobs for 24<sup>th</sup> June visit.**
  - a. Weeds in Chapel Lane
  - b. Pot-hole at the bottom of Union Street at junction with Scholars Lane.
  - c. **Action: Clerk to add to list.**
- c. Other Work.**
  - a. Pavements on Crowood Lane and the High Street need resurfacing.
  - b. Raised Drain on pavement in the High Street.
  - c. **Action: Clerk to inform WC of these items.**
- d. Disabled Parking in the High Street.** The disabled spaces provided recently were at Social Services’ request. Some concern was expressed that these were visually intrusive and likely to proliferate. **Action: Chairman to monitor the situation.**

- e. Disabled parking space at Oakes House.** The resident for whom this was provided is no longer there. **Action: Chairman to request its removal.**

## 25 Vandalism.

2 reports of 2 people riding quad bikes on private land near the surgery have been received and reported to police. It was suggested that a 'No Motor vehicles' sign could be erected. **Action: S. Glass to speak to Dr Owen-Jones.**

## 26 Memorial Hall.

- a. Access.** A door is to be put into the Lych Gate room to give access across the courtyard to the main hall.
- b. Kitchen.** This is to be painted and the crockery supply increased
- c. Side Door.** A new side door will be installed, together with a new security system.
- d. Spring Clean.** To be carried out by the trustees on May 20<sup>th</sup>.

**27 Oral History.** Nothing to report.

**28 Street Lighting.** It took a month for a defective street light in Crowood lane to be replaced.

## 29 Public Conveniences.

**Doors. Action: S. Glass to repaint before Best Village Competition inspection.**

## 30 Accounts for Payment

I1274	S. Arnold – to 1 & 1 Internet for hosting web site (credit card payment) (VAT at 5%) (Payment deferred from last meeting while awaiting credit card statement)	61.24		7.99	No
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S137 grants approved with budget in December 08 and paid at APM

I1275	RAG Village Diary	150.00			Yes
I1276	Ramsbury Pre-School	200.00			Yes
I1277	Scouts, Cubs and Beavers	500.00			Yes
I1278	Silver Band	150.00			Yes
I1279	PCC Grass Cutting	550.00			
I1280	Baby & Toddler Group	100.00			Yes
I1281	Junior Football Club	500.00			Yes
I1282	Bella Voce	100.00			Yes
I1283	Netball Club	150.00			Yes
I1284	Royal British Legion Ramsbury Club	100.00			Yes
I1285	Memorial Hall	300.00			Yes
I1286	Ravensbury Players	250.00			Yes

This month's payments

I1287	Wiltshire Council – rates for public conveniences due 01/06/09	72.00		0	No
I1288	British Gas – Electricity for Public Conveniences - direct debit due 28/05/09 (VAT at 5%)	25.00		1.20	No
I1289	PlusNet – Broadband for office. Due 07/05/09 by Direct Debit. (VAT at 15%)	9.75		1.25	No
I1290	Community First – renewal of Zurich insurance policy * - See below	1,313.13		0	No
I1291	WALC- Annual subscription 2009/10 (VAT @ 15%)	564.71		73.66	No
I1292	S. Arnold – computer paper (2 boxes)	34.18		4.46	No
I1293	Community First – annual subscription	36.00		0	No
I1294	Meals on Wheels – insurance	185.71		0	Yes
I1295	Sarsen – Annual subscription	5.00		0	No
I1296	Midway Stores – Newspapers for library w/e 04/04/09 – 25/04/09	6.20		0	No
I1297	S. Glass – Laminator for office	14.99		1.96	No

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I1298	Ab-Fab Loos Ltd – loos hire for boundary walk	345.00		45.00	No
I1299	Ramsbury Pre-School.- donation in recognition of teas provided for boundary walk	100.00		0	No
I1300	BT – telephone bill	66.22		8.63	No
I1301	S. Glass – Refreshments for boundary walk	48.09		0	No
I1302	S. Glass – Weed killer for Square	19.98		2.61	No
I1303	S. Glass – camping table for Boundary Walk signing and bin for disabled loo to replace vandalised bin	20.98		2.74	No
I1304	S. Glass – cups for boundary walk	17.00		2.82	No
I1305	S. Arnold – envelopes	1.99		0	No
I1306	Public Works Loan Board	1,870.30		0	No

NB – Amount of this payment may vary as items bought this year are to be added to policy.

**Total Payments: £7,867.47.** Proposed – H. Lloyd, Seconded - E. Hodgson. Approved.

### 31 Payments Received

R94	WC– precept	16,627.50	29/04/09	Direct transfer	
R95	Alliance & Leicester. Interest on instant reserve account April 1 <sup>st</sup> – 30 <sup>th</sup> due for payment 16 <sup>th</sup> April	0.82	16/05/09	Direct transfer	

**Total payments received: £16,628.32**

**26 Bank Balance on 01/05/08**    CURRENT ACCOUNT: - £22,229.94  
COMMUNITY RESERVE ACCOUNT - £10,009.45

## DATE OF NEXT MONTHLY COUNCIL MEETING

**MONDAY 15<sup>th</sup> June 2009**

**This is the Parish Council's AGM**

**at 7.45pm**

**in**

**RAMSBURY MEMORIAL HALL**

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

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