

RAMSBURY & AXFORD PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 20th JULY 2009 in Ramsbury Memorial Hall

PRESENT: Diann Barnett, Alistair Ewing, Graeme Fearon, Alderman S Findlay, Sheila Glass (Chairman), George Hawes, Erica Hodgson, Helen Lloyd, John Peck, Geoff Rissone, Ian Ritchie, Simon Smith, Sue Arnold (clerk), Cllr Humphries and 1 member of the public.

- 1 **Apologies for absence for approval:** Chris Morgan, Tim McQue – Approved.
- 2 **Disclosure of interest:** A. Ewing – Item 7A number E/09/0715 & 0716/HRN. G. Fearon - Item 7A number E/09/0709/Ful.
- 3 **Police Report**
 - a. **Report.** No police officer attended the meeting, and no report was sent to the PC.
 - b. **Police Surgery.** It was reported that no police officer attended the advertised police surgery in the library on July 13th.
Actions: 1. E. Hodgson to forward to Cllr. Humphries a copy of her e-mail to PC Batchelor. 2. PC to put in writing problems with police surgeries. 3. Cllr. Humphries to bring this to the attention of the Police Authority. See also item 17 - vandalism.
- 4 **The minutes of the council meeting held on June 15th 2009** were approved (Proposed G. Hawes, seconded H. Lloyd).
- 5 **Matters arising:**
 - a. **Requests to Highways.** No response has been received to a letter chasing previous requests to Highways to move the 30mh sign and provide a sign for the junction of the Aldbourne with the C6. **Action: Clerk to copy correspondence to Cllr Humphries.**

6 NEW CORRESPONDENCE FOR DISCUSSION

4285	23/06/09	Wilts highways	No concerns regarding work undertaken by amenity group.
4290	06/07/09	WC	Parish Improvement Grant scheme. Given to S. Glass. This is a matched funds scheme, and PC has no available funds this year.
4291	06/07/09	Mrs. S. Evans	Camber on public footpath between Mill Lane and Rachel's Cottage
4292	06/07/09	WC	Community Cleansing Grant application. Action: Clerk to complete form. Done
4295	06/07/09	Mrs J. Croop	Skip ordered for clearing mother's garden at 15 Knowledge crescent was unable to be delivered as need to go onto green / play area to deliver it. Asking if a skip was needed in future would PC permission be given for access to the green. Action: Clerk to contact Mrs Croop, saying she should contact the PC when the need arises since permission would depend on ground conditions.
4304	06/07/09	Ms. P. Croucher	Request to put bench in memory of her mother Barbara Croucher on Mill Lane to replace one recently removed because as broken. Forwarded to S. Glass
4306	06/07/09	D. Langton	Ramsbury U10B team finished top of the sportsmanship awards of North Wilts U10 teams (out of 43 teams). U10A finished 4 th
4309	06/07/09	S. Trussel, manager Dorcan complex	Offer of football goals. Forwarded to S. Glass. The goals will be given to the Junior Football club.
4319	06/07/09	Mr. I. Yeatman	No Vodaphone signal in Swans Close area.
4322	06/07/09	Mrs D. Edwards	Knap overgrown and obscuring visibility when turning right onto Springs Hill (already reported to Parish Stewards). Also faulty light no 2 in Hilldrop Close. Both reported to Clarence. Knap now strimmed
4324	06/07/09	Mrs D. Edwards	Ramsbury sign gone from top of Whittonditch Road. Forwarded to S. Glass. Reported to Clarence

4332	06/07/09	G. Findlay	Queries re Kennet Triangle re sign, path and logs, plus request for info given to PC by relatives of D. Powrie as may be of interest to ARK. Action: Clerk to lend folder to Mr. Findlay who will copy and relevant information and return file to PC. A more permanent sign will be considered.
4346	13/07/09	Ms R. Winter	Reporting theft of bike from Back Lane on 06/07 09 at about 5pm.
4351	13/07/09	Ms F. Francis	Responding to letter from PC to residents of Oakes House regarding orange rubbish sacks put out days early. Ms Francis uses recycling centre weekly as facilities for disposing of rubbish for residents of Oakes House are inadequate (no wheelie bins).
4354	13/07/09	Mr. P. Kearns	Passing on request from Ravensbury players for use of Roxy sound equipment for 7 days between 14 th and 22 nd November. Action: Clerk to respond saying equipment hire for the period will be £30.
4362	13/07/09	S. Findlay	Forwarding Sarsen's offer to speak to PC re proposal for development at Quality Court.
4364	20/07/09	Brennans	Quote for repairs to Square following damage by Way Feeds truck - £610.06. Work now carried out.
4367	0/07/09	NHS Wilts	(Via WC) Request for PC contact details to enable vulnerable people in the community too be supported during swine flu outbreak. Forwarded to C. Morgan who has responded. Antivirals will be available at various collections points. The collection point for Ramsbury will be Boots in Marlborough. If a doctor prescribes tamiflu a friend or relative should pick it up. As a last resort, if no-one is able to help, the PC contacts will. Action: S. Glass to talk to the Link Scheme to see if they can help.
4370	21/07/09	Mrs D. Trickey	Possible changes at Ramsbury Luncheon Club as a result of the caterer moving. The Crown and Anchor has offered to host the Luncheon Club and provide the food.
4372	20/07/09	Mr. B. Tottenham	Copy of letter sent by Amenity Group to village organisations which use the Dairy requesting a small donation towards print costs.
4376	20/07/09	Ramsbury Scouts	Request to use Roxy Cinema Screen on evening of 23 rd July for cub pack Wii evening. Agreed.
4377	20/07/09	Way Feeds	Phone call re invoice sent by PC. They will pay Brennans direct.
4383	20/07/09	Mrs. M. Smith.	Phone call. Weeds in gutters outside her house in Knowledge Crescent. Parish Steward's co-ordinator informed. The Parish stewards have recently sprayed weeds in the village.
4384	20/07/09	Cllr Humphries	Copy of letter sent to Highways requesting clearing of gullies in Crowood Lane as road flooded (July 17 th)

7 COMMITTEE REPORTS

A Planning

Chairman: George Hawes

Planning Applications Processed since Jun 09

E/09/0593/FUL	Erect multi use building Ramsbury Primary School Back Lane Ramsbury
PC Comment	No objection. The Parish Council strongly supports this application.
Wilts decision	Declaration: The Parish Council has approved a £4000 grant towards this project Granted
E/09/0715 & 0716/HRN	The removal of a 12 metre section of hedgerow on the Western and Eastern side of the footpath/bridleway at approximately grid ref SU242 698 Land to the south of Southside Cottage Stone Lane Axford Ramsbury Estates
PC Comment	No objection
Wilts Decision	Awaited
E/09/0720/FUL	Single storey rear extension 21 Ashley Piece Ramsbury Mr. C. Loveday
PC Comment	No objection
Wilts Decision	Awaited
E/09/0740/TCA	The removal of a conifer from the rear garden of the property 49 Oxford Street Ramsbury Mr J Goldsmith

PC Comment Wilts Decision	No objection Awaited
E/09/0808/FUL & E/09/0809/LBC	Demolition of conservatory and construction of single storey extension. Enclosure of existing open yard with patent glazing Knighton House Ramsbury. Mr and Mrs Hugo Mackenzie-Smith
PC comment Wilts Decision	In circulation 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 Granted
E/09/0596/TCA	Works to trees at the property to consist of the reduction of one Leyland cypress by 60% with crown shaping accordingly and the tipping back of lateral branches to the point of the boundary on one Norway spruce. The old Creamery Back Lane Ramsbury. Ann Hawthorn
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/09/0861/FUL	Two storey side extension[amended proposals to K/59039/F] Bolstridge Farmhouse Hilldrop Lane Ramsbury. Mr Philip Coplestone.
PC Comment Wilts Decision	In circulation Awaited
E/09/0666/LBC	Single Storey extension to the rear [replaces K/59842] Rose cottage, Back Lane Ramsbury. Mrs Julia Blunt
PC Comment Wilts decision	No objection Awaited
E/09/0706/LBC	Replacement of existing external double glazed windows and doors Stone House Stone Lane Axford. Mr Julian Robson
PC Comment Wilts Decision	No objection Awaited
E/09/0709/Ful	Extension of dwelling with single storey front, rear and side extensions and with first floor extension over existing garage 6 The Paddocks Ramsbury. Mr and Mrs Fearon
PC Comment Wilts Decision	No objection Awaited
E/09/0873/FUL	Proposed erection of 5 no 2 storey terraced 2 and 3 bedroom houses together with 25 parking spaces and associated site works following demolition of existing dilapidated garage block Kennet Rise Axford. Sarcen Housing Association
PC Comments Wilts Decision	Subject of Public Meeting to be held at Axford Village Hall on Wednesday July22nd at 19.30 hrs
E/09/0881/TCA	The felling of 5 poplar trees to ground level. Three are situated on the opposite side of the river and two are situated on either side boundary towards the neighbours. Additionally the removal of shrubs and small trees in the garden including cherry, holly oak crab apple holly and magnolia is proposed. Any shrubs and trees with a stem diameter of less than 7.5 cms measured at 1.5 metres above ground level are not covered by the legislation and are therefore exempt from the need to be included in the notification of works. 61 High Street Ramsbury. Lady Hambleton
PC Comment Wilts Decision	In circulation Awaited
E/09/0883/Ful & E/09/0884/LBC	Proposed construction of a rear single storey extension 3 High Street Ramsbury. Mr Ian Mills
PC Comments Wilts Decision	In circulation Awaited

B Finance**Chairman: Ian Ritchie**

- a. **Audit Plan.** I Ritchie, E. Hodgson and clerk had met to discuss the work needed to produce an audit plan. E. Hodgson was thanked for agreeing to write the plan.
- b. **Risk Analysis Statement.** This is currently being reviewed.
- c. **Financial Standing Orders.** These have been updated to cater for cash receipts. The new wording was agreed by the PC.
- d. **Internal Audit. Action: I. Ritchie to provide a gift for the internal auditor in recognition of his work in auditing the 1008/9 accounts.**
- e. **Cleaning of Public Conveniences.** No invoices have yet been received for the 2009/10 financial year.

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

- a. **20 Acre Path.** The landowner has been asked to clear the footpath and responded saying he would.
- b. **Loft's bridge, Seven Bridges.** This is on-going.
- c. **Stiles.** A stile between R. Price's copse and the open access land is needed. Mr Price is willing to install the stile if WC provides it. **Action: G. Fearon to contact landowner.**

D Play Areas and Seats.**Chairman: Graeme Fearon**

- a. **Zurich Inspection of Knowledge Crescent Play Area.** No work is necessary.
- b. **New equipment for Knowledge Crescent Play Area. Action: G. Fearon to provide details of equipment to be ordered.**
- c. **Broken Swing at Ashley Piece playground.** The wooden bar has been broken and vandalism is suspected. A quote for repair has been received. **Action: S. Glass to forward quote to the PC's insurers.**

E Emergency Committee**Chairman: Chris Morgan**

Swine flu. NHS Wilts has been provided with contact details of people who could help collect Tamiflu for residents who are unable to find a friend or neighbour to help.

F School Governor.**Governor: S. Findlay**

- a. **'Our New Space' Project.** Work has started on the new building and the School hopes to reach the £75K target by the end of term. **Action: S. Findlay to congratulate the School.**
- b. **OFSTED inspection.** The school has just had a short notice 2-day OFSTED inspection.

G Recreation Centre.**Chairman: George Hawes**

- a. **Security.** The installation of a computerised security access system completes the safety work on the main pavilion.
- b. **Bowls Club.** Construction is underway and the first payments made. The Bowl Club pavilion has been ordered.

H Policy Committee.

Nothing to report

Chairman: Sheila Glass

PC's Planning Process. Action: S. Glass to arrange a meeting to review the PC's process for commenting on planning applications.

I Sustainable Community Committee**Chairman: Ian Ritchie**

- a. **Allotments.** Talks with a 3rd landowner are continuing.
- b. **Hills Stores.** The idea of running a charity shop in the premises to generate funds for village organisations has been well received. The shop is to be made available rent-free for a 3-month period from 1st September. S. Glass proposed that the PC should underwrite rent for a further 3 months (approx £1,000). Seconded I. Ritchie. **All agreed.** A note has been put in the Village Diary and Parish Magazine asking anyone interested to contact S. Glass or Ian Smith. **Action: S. Glass to investigate the availability of Leader funding for the initiative.**

Public Forum– Parish Council Standing Orders temporarily suspended for this item

- a. Mr B. Tottenham referred to item 6 no 4290 - parish improvement grants, saying the Amenity Group would be happy to work with the PC if approached. The PC responded that this is scheme is a matched funds scheme and the PC has no funds available to be matched at present.
- b. Mr. Tottenham asked if the PC needed volunteers to check work done by the Parish Stewards. The PC responded that J. Peck has just started to do a regular check.
- c. Mr. Tottenham said he has been around to check the village in view of the inspection for the next rounds of the Best Kept Village Competition and that it is not bad. He was thanked for his work. See item 12.

- d. S. Arnold said that since Georgie Brooks has retired as the village correspondent for The Wiltshire Gazette & Herald, village events are not being reported in the Community Section: **Actions: 1. Clerk to provide article for Parish Mag and diary thanking G. Brooks and requesting a replacement correspondent.**

8 Axford.

Footpath. The hedge near Clearwater on the footpath from Crookes Lane to the bridge, needs cutting back. **Action: Clerk to write to owners of hedge.** The tarmac on the sloping part of the path is worn and it is slippery when wet. **Action: S. Glass to contact Probation Service's Community Payback Scheme to request a site meeting.**

Grass- Cutting Grass at the top Crook's Lane needs cutting. Action: Clerk to contact Mary Treneer at Highways.

9 Marlborough Area Board

- a. **Launch meeting.** The Board's Chairman and Vice-chairman had been elected at a previous meeting held at the WC offices when only 3 board members were present. Board members were asked to ratify the minutes of the meeting even though they had not been present. The meeting covered raising issues to the board and how the board would deal with them.
- b. **MAVCAP & Parish Plans .** D. Barnett reported that it had been decided that parish plans were expensive to produce, and the process is lengthy as parishes need to consult on 8 topics with the findings being relayed back to MAVCAP. It was decided that Parishes should use the Community Plan of 2002 as a basis to identify progress made and on-going issues.
- c. **Issues for Area Board.** Councillors were asked if they had any issues they wished to raise. **Action: D. Barnett to raise ambulance response times at the next MAVCAP meeting.**

10 Nature Reserve.

Chris Morgan

Grass cutting. The Nature Reserve was cut on Saturday 18th July

- 11 **Kennet Triangle at 2 Bridges, Mill Lane.** S. Findlay reported that ARC were ready to talk to the Parish Council about this area. **Action: S. Findlay to ask ARK to get in touch with the PC.**

12 Best Kept Village Competition.

- a. **Result of District Round.** Ramsbury has won the Large Village category of the District round and gone forward to the County round. Mrs Glass read the judges' report which commented favourably on the church yard, war memorial, and nature reserve. It observed that the village was litter free with attractive residential gardens. It criticised fly-posting. **Action: S. Findlay to ask school to remove School Fête posters**
- b. **Thanks.** Ben Tottenham was thanked for his sterling work in clearing weeds in Back Lane and by the Bell and Mary Cook was thanked for clearing weeds outside the library.

- 13 **Walking Maps. Action: S. Glass to provide updated text for the cover.**

14 Community bus.

Chris Morgan

- a. **Funding.** There has been a meeting between the Bus Committee and Community First. It was decided the PC's relationship with the Community Bus should emulate its relationship with the Memorial Hall and the Ramsbury Roxy, with a member of the PC on the Bus Committee. The problem of funding a replacement for the Community Bus when necessary was raised. **Action: 1. I. Ritchie to investigate possible options. 2. Finance Committee to consider when setting next year's budget.** Cllr Humphries suggested that the PCs of surrounding villages such as Aldbourne, Baydon, Chilton Foliat and Minal that make use of the bus should be contacted for support.

15 Youth Involvement

Helen Lloyd

There will be a display at the Summer Fête. **Actions: 1. S. Glass & H. Lloyd to meet to organise it. 2. H. Lloyd to speak to the Youth club. 3. H. Lloyd to contact Andy Devey at Aldbourne. 4. D. Barnett to send details of next MAVCAP meeting to H. Lloyd.**

16 Parish Stewards & Streetscene Cleaning

- a. It was noted that the sign on Whittonditch Road which had been reported as dirty is actually eroded.
- b. Jobs September visit: Pot-hole near top of Union Street.
- c. **30 mph signs near surgery.** These are being obscured by foliage on both sides of the road. **Action: Clerk to report to Clarence.**

17 Vandalism.

- a. **High Street.** Glass in door of house broken. Perpetrator caught.
- b. **Church.** Key to mower storage and fuel stolen - weekend 18th – 19th July.

- c. Police Action.** S. Glass reported that much of the mindless vandalism in the village had been carried out by a small group of youths. PC Batchelor has written to the parents of 3 of the perpetrators and started the process of building up a body of evidence that could be used in anti-social behavior contracts. The PC felt that this process should start earlier. It was stressed that the 0845 408 7000 numbers should be used for non-emergencies, but that 999 can be used if a crime is taking place.
- d. Damage to Square.** The PC agreed to give a reward to R. Mann who showed great public spirit and went to a lot of trouble to ensure that she got all the details from the driver of the truck which damaged The Square. **Action: S. Glass to organise.**
- e. No Dogs sign at Ashley Piece playground.** This has disappeared. The replacement needs to be more robust. **Action: S. Glass to organise replacement.**

18 Memorial Hall.

- a. Kitchen.** This is to be painted this week.
- b. Lych Gate Room.** Work to provide an access to the courtyard is on-going.
- c. Sponsored Walk.** The Memorial Hall trustees have agreed to let a group doing a sponsored walk in aid for Help for Heroes use the Hall free of charge for a lunch stop on 11th October. They are following the route of the 506 Parachute regiment during training in 1943/33.

19 Oral History. No progress this month.

20 Street Lighting. Nothing to report

21 Public Conveniences.

The conveniences will be locked at night when days get shorter. A local resident has offered to help.

22 Accounts for Payment

I1320	Community Bus - Grant for Midas training **	350.00		0	Yes
I1321	Wiltshire Council – rates for public conveniences due 01/08/09	72.00		0	No
I1322	British Gas – Electricity for Public Conveniences - direct debit due 28/07/09 (VAT at 5%)	25.00		1.20	No
I1323	PlusNet – Broadband for office. Due 07/07/09 by Direct Debit. (VAT at 15%)	9.75		1.25	No
I1324	Midway Stores – Newspapers for library w/e 02/05/09 – 20/06/09	12.40		0	No
I1325	S. Arnold – 4 ink cartridges for office printer	89.95		11.73	No
I1326	S. Arnold – Clerk’s salary April – June 09	1,000.00		0	No
I 1327	S. Glass – 2 bags of compost to absorb spilt oil in Scholards Lane	7.99		1.04	No
I1328	S. Glass – Plants for Square	9.98		1.30	No
I1329	S. Glass – Plants for Square	48.00		6.26	No
I1330	Midway Stores – Newspapers for Library w/e 27/06/09 – 18/07/09	6.20		0	No
I1331	Thames Water – water for public conveniences	35.09		0	No
I1332	Ramsbury School Development Trust (authorised at Special meeting, Monday 30 th March and recorded in those minutes) for ‘Our New Space’ building	4,000		0	No

** This grant payment was included in the approved 2009/10 budget, but omitted from the list of grants to be paid at the Annual Parish Assembly. Since corrected, using chairman’s permission to authorise payments up to £500.

Total Payments: £5,666. 36. Proposed – J. Peck, Seconded - E. Hodgson. Approved.

23 Payments Received

R99	Alliance & Leicester. Interest on instant reserve account June 1 st – 30 th due for payment 15 th June	1.45	16/07/09	Direct transfer	R99
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Total payments received: £1.45

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24 Bank Balance on 01/07/08 CURRENT ACCOUNT: - £3,362.64
on 04/01/08 COMMUNITY RESERVE ACCOUNT - £20,011.12

Transfer of Funds. £5,000 transferred from Community Instant Reserve account to Current account on 20/07/09 is not reflected in these figures.

DATE OF NEXT MONTHLY COUNCIL MEETING

MONDAY 17th AUGUST 2009

at 7.45pm

in

RAMSBURY MEMORIAL HALL

ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC

YOU WILL BE VERY WELCOME - PLEASE COME