

RAMSBURY & AXFORD PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 21st September 2009 in Ramsbury Memorial Hall

PRESENT: Diann Barnett, Graeme Fearon, Sheila Glass (Chairman), George Hawes, Erica Hodgson, Tim McQue, Chris Morgan, 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:** Alistair Ewing, Paul Court, Alderman S Findlay, Helen Lloyd – Approved.
- 2 **Disclosures of interest:** None

- 3 **Police Report – None.** **PCSO Mills**
A neighbourhood police bulletin has been received and forwarded to all councillors.

- 4 **The minutes of the council meeting held on August 17th 2009** were approved with 1 amendment: P669 Item 7e – Change *Mr Holdford* to *Mr Holdstead*. (Proposed I. Ritchie seconded D. Barnett).

- 5 **Matters arising:** None

6 NEW CORRESPONDENCE FOR DISCUSSION

4467	14/09/09	WC	Invitation to Service of dedication for new Wilts Council at Salisbury Cathedral on 11 th Oct at 3.00pm. Action: Any councillor interested should tell clerk.
4468	14/09/09	WC	Section 96 licence to maintain highway verges near Froxfield Road bridge. Filed in office under 'Highways'. Action: S. Glass to consult with Highways on possibility of planting small trees on left-hand verge as you leave the village.
4470	14/09/09	Pro Vision on behalf of Mr H. Watson	Copy of further objections to planning application no E/09/0783/FUL – erection of 5 2-storey houses at Kennet Rise, Axford. Given to G. Hawes
4471	14/09/09	CPRE	Ramsbury 2 nd in large village category in county round of Best Kept Village competition. Copy of judges' comments. Positive comments included lack of litter, well-groomed public spaces including churchyard and Memorial Garden, the conservation work at the Nature Reserve, the exciting developments at the playing fields, floral displays in the Square, High Street, and private gardens. Action: Clerk to photocopy comments for notice board and for I. Ritchie for the newsletter.
4480	14/09/09	Ms. A. Fearon	Information on allotments for consideration by PC
4489	14/09/09	Wheyfeed	Cheque for damage to Square. Arrangements were made for Brennans to bill Wheyfeed direct, but cheque has been sent instead to PC. Wheyfeed contacted. Action: Clerk to destroy cheque – Brennans will be paid direct as agreed.
4499	14/09/09	Ms. M. Dixon	Requesting signpost showing which numbered properties are where in Knowledge Crescent, similar to that supplied for Ashley Piece. Action: Chairman to request sign.
4500	14/09/09	Clarence	Responding to S. Glass's report that light reported defective in Chapel Lane is still not fixed. Response – this is not a Wilts Highways light. Cllr Humphries has spoken to the department responsible for lighting to ensure that ex-Kennet lights are treated the same way as Wiltshire owned lights in future. Light has now been fixed
4502	14/09/09	PCSO Mills	Local driver issued with warning for inconsiderate driving in High Street
4503	14/09/09	CPRE	Wilts will receive cheque for £75.00 for 2 nd place in County Round of Best Kept Village competition

4510	14/09/09	Ms J. Robertson	Satellite dish installed on front of house in conservation area. Parking & level and speed of traffic in Union Street. Action: Chairman to contact the owner re the satellite as planning permission is required in a conservation area.
4518	21/09/09	Mr A. Davison	Path from Ashley Piece to surgery blocked with bins; fly-tipping and broken glass on area and goal posts still not collected. Forwarded to S. Glass who has responded. The fly tipping had been reported but not dealt with and has been reported again. The goal posts are to be removed by the football club. The PC agreed that the Surgery Recycling Area had become a focus for fly-tipping. It was suggested that as paper, glass and cans are now collected at the kerbside and those emptying the bins at the surgery site say they are not particularly well-used, the facility to recycle these items at the area is no longer necessary. Actions1. I. Ritchie to include suggestion in newsletter, asking anyone who thinks it will be a problem if the bins are removed to contact the PC. 2. D. Barnett to put a notice to the same effect regarding the Axford bins on the Axford notice board. 3. PC to tell Cllr. Humphries when a decision is made, so he can pass it to WC. 4. Cllr. Humphries to provide text from WC for the newsletter and parish mag regarding the abuse of the recycling service by a few people. 5. Chairman to ask surgery if their CCTV can be used to identify perpetrators.
4520	21/09/09	Ms. A. Fearon	Plan for allotment site – original and updated versions.
4521	21/09/09	Mr S. Blunt	Copy of e-mail to Ian Ritchie regarding land near bungalows in High Street. Action: I. Ritchie to look at land.
4523	21/09/09	Mr J. Kirkman	Sent to planning committee – copy of objection to retrospective planning application no E/09/1165/FUL to retain hard standing for car parking at Witcha House.
4526	21/09/09	Ms. L. Allison	Sign to Crowood Lane cul-de-sac does not include reference to her house in Crowood Lane and delivery drivers now cannot find it. Action: Chairman to respond.

7 COMMITTEE REPORTS

A Planning

Chairman: George Hawes

Planning Applications Processed since August 09

E/09/0905/LBC and E/09/0906/FUL	Conversion of existing building to ancillary accommodation Axford House, Stone Lane Axford. Mr Bob Young
PC Comment Wilts decision	No objection Granted
E/09/1092/FUL	Two storey extension, single storey lean to side extension 58 Ashley Piece, Ramsbury Mr and Mrs Barker
PC Comment Wilts Decision	No objection Awaited
E/09/0720/FUL	Single storey rear extension 21 Ashley Piece Ramsbury Mr. C Loveday
PC Comment Wilts Decision	No objection Awaited
E/09/0740/TCA	The removal of a conifer from the rear garden of the 3 property 49 Oxford Street Ramsbury Mr J Goldsmith
PC Comment Wilts Decision	No objection Granted
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	No objection Awaited
E/09/0949/FUL	Replace velux roof lights with dormer windows, new entrance door and internal alterations. Membury House Membury Estate Ramsbury. Mr Phillip Walker

PC Comment Wilts Decision	No objection Granted
E/09/0957/FUL and E/09/0958/LBC	Single Storey side extension [resubmission of K/59842 and K/59841] Rose Cottage 13 Back Lane Ramsbury. Mrs Julia Blunt
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/09/1127/TCA	Works to trees at the property to consist of; the reduction of a conifer hedge on the northern boundary by 2 to 3 metres., the crown reduction by 30% of a weeping willow, a beech and a red maple and the coppicing of hazel. The side reduction of a number of overhanging trees adjacent to the beech and weeping willow trees is also proposed Westfield Farm House, Mill Lane Ramsbury Mr J McIndoe
PC Comment Wilts Decision	No objection Awaited
E/09/1151/FUL	Erection of conservatory 36 Whittonditch Road, Mrs Martin
PC Comment Wilts decision	No objection Awaited
E/09/1161/FUL	Replacement of existing dwelling with a new dwelling Reids Newtown Road Ramsbury. Mr Cliff Andrews
PC Comment Wilts Decision	No objection Awaited
E/09/1162/FUL	Demolition of existing garage/shed and the erection of a garage with studio over. Erection of an extension to main house with a link/playroom to garage Yenton House Witcha Ramsbury Mr Paul Ferguson
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	Object. The loss of off-road parking [15 spaces] will exacerbate the existing road safety problem of extensive on-road parking and lack of footpaths. The PC would reconsider the scheme if additional off-road parking [minimum of 15 spaces] could be provided elsewhere. Any works associated with this scheme should be subject of a method statement requiring the provision of temporary off-road parking Awaited
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	No objection 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	No objection Granted
E/09/0966/FUL	Proposed replacement of existing timber cladding with facing brickwork to all external walls. Replace cedar shingles with either clay or slate tiles to both the main dwelling and garage. Single storey infill extension. [revised plans to those approved under planning permission K/59057] Mr. Davis, Chapel lane, Ramsbury
PC Comment Wilts Decision	No objection Granted
E/09/1041/LBC	Two storey rear extension [renewal of existing permission K/50975/LBC] Brick Kiln Cottage Loves Lane Ramsbury Mr James Bristow
PC Comment Wilts Decision	No objection Awaited
E/09/1075/FUL	Proposed ground floor extension to enlarge existing kitchen and provide new sun lounge area. Mardle House Back Lane Ramsbury Mr Dan Mair
PC Comment Wilts Decision	In circulation Awaited
E/09/1172/TCA	Fell one Lawson Cypress, Fell one Norway Spruce Knapp House The Knapp Ramsbury Mr M Paterson
PC Comment Wilts Decision	In circulation Awaited
E/09/1165/FUL	RETROSPECTIVE APPLICATION for retention of hard standing Witcha House Marrison Hill Ramsbury Mr P W Nelson
PC Comment Wilts Decision	In circulation Awaited

Notes to the report;

Cllr Humphries reported that E/09/0873/FUL (proposed erection of 5 no 2 storey terraced 2 and 3 bedroom houses at Kennet Rise, Axford) will go to the WC Regulatory Committee, of which he is a member. He said that while he supports social housing, he is against this application until the issue of car-parking can be resolved.

The Wiltshire Council has notified the Parish Council of an application for a certificate of Lawful at at The Old Estate Yard, Axford. The certificate of lawful use has been granted. Ref: E/09/0907/CLE

The retrospective application E/09/1165/FUL for retention of hard standing at Witcha House arises from a reported possible breach of planning and follows a subsequent visit by a planning officer and the serving of an enforcement order requiring a retrospective filing.

B Finance**Chairman: Ian Ritchie**

- a. **Audit Plan.** Work is in progress.
- b. **External Audit.** The audit is now complete. The auditors' only comment is that they need an up-to-date value of the outstanding amount of the Public Works Loan Board loan to be submitted with the accounts. It is not possible to supply this as the PC does not receive the statement in time for the audit, so has to use the figure from the previous statement, which does not include the most recent payment. **Action: 1. Clerk to include a note to this effect in next year's accounts submission. 2. Clerk to display accounts on PC notice boards.**
- c. **Risk Analysis Statement.** I. Ritchie presented the start of a draft statement so the PC could approve the approach. It will need to be updated annually in time to include it in the material presented to the internal auditor. **Action: I. Ritchie to complete the statement.**
- d. **VAT workshop.** The clerk attended a 1-day workshop on VAT which proved useful in clarifying the special rules that relate to local authorities. It was noted that financing the Flyer could involve complicated VAT issues. HMRC has set up a Local Authorities Expertise Group that can be consulted.

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

- a. **20 Acre Path.** The path that is the formal Right of Way is clear, albeit it with some nettles and a lot of dog mess. The paths joining the route are not clear, but they are not Rights of Way (e.g. the route from Crowood Lane). **Action: 1. G. Fearon to write a piece for the Diary, Parish Mag and Sustainable Communities Newsletter clarifying the Right of Way. 2. G. Fearon to respond to those who had complained about the Right Of Way.** It was noted that G. Fearon has been asked to provide a regular article on local footpaths for Whitton Ways (Parish Magazine.).

- b. **Loft's bridge, Seven Bridges.** Two 5-bar gates have been installed that provide a safety barrier for walkers while allowing the sluices to be operated.
- c. **Stiles.** Pending. **Action: Clerk to give contact details of land owner to G. Fearon.**
- d. **Crooks Lane.** The hedge has now been cut back.

D Play Areas and Seats.

Chairman: Graeme Fearon

- a. **Ashley Piece Play area.** The 'no dogs' sign has disappeared again.
- b. **New equipment for Knowledge Crescent Play Area.** G. Fearon and E. Hodgson to have a site meeting with the supplier of the new equipment.
- c. **Broken Swing at Ashley Piece playground.** The swing has been repaired and the seats replaced.
- d. **Play Area Funding.** Lottery funding has provided new play equipment in Hungerford & Devizes. The PC would like to make major improvements to the play areas, but currently the cost is prohibitive. **Action: Chairman to find out if Lottery funding could be applicable to Ramsbury & Axford.** It was pointed out that Leader funding is based on matched funds from the applicant, but that the funds to be matched may come from a non-government source. MAB also has money for local projects. .

E Emergency Committee

Chairman: Chris Morgan

Emergency Exercise. No information has yet been received regarding the annual emergency exercise. **Action: C. Morgan to make enquiries.**

F School Governor.

Governor: S. Findlay

- a. **'Our Great New Space'.** The new building is progressing well and the main suppliers should be off-site shortly and work can begin on the internal fitting-out.
- b. **Numbers.** There are 210 pupils on roll this term.
- c. **OFSTED Inspection.** The school received an outstanding OFSTED report which is available on line.

G Recreation Centre.

Chairman: George Hawes

- a. **Bowls Club.** The bowling green is nearly completed and the automatic watering system has been installed.
- b. **Vandalism.** The contractor's digger had its window smashed.

H Policy Committee. **Action: S. Glass to arrange a meeting.**

Chairman: Sheila Glass

I Sustainable Community Committee

Chairman: Ian Ritchie

- a. **Newsletter.** A draft was circulated. **Actions: 1. All councillors to review and send detailed information where required to complete the newsletter to I. Ritchie. 2. S. Glass to provide police contact information. 3. S. Glass to provide update on allotments.**
- b. **Charity Shop at Hills Stores.** This is staffed by village organisations and the shop's profits will be shared by the organisations involved. As well as selling donated items, it serves tea and coffee. The shop opened on 12th September. It took £1,000 in its first week and the volunteers are enjoying working there. Mary Holdsworth & Juma Lance were thanked for their work in preparing the shop for opening and their continuing help in sorting and pricing donations.

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

Traffic in Back Lane. Mr. S. Blunt reported tractors which were travelling fast in Back Lane, but agreed that the problem was probably more one of noise than of exceeding the speed limit.

8 Axford.

- a. **Hedges in Crooks Lane.** These have now been cut back. **Action: Clerk to write to thank residents.**
- b. **Sewage Works.** It was noted that the planning application for 5 new houses at Kennet Rise includes reference to a bid for money for improvement/replacement of the sewage works.
- c. **Theft of items from sheds were reported**

9 Marlborough Area Board

- a. **Meeting Wed 23rd September at 7.00pm.** Jeff Jones from the PCT will explain the PCT's intentions, aims and objectives following the judicial review of Savernake Hospital's services. Prior to this, at 4.00 pm, the PCT will hold its AGM. Staff from the PCT will be available until the 7.00pm meeting.
- b. **Full MAB Board Meeting.** The next full board meeting will take place on 6th October.

- c. MAVCAP.** Councillors said that the role of MAVCAP is unclear, and that communication with parish councils is poor. Cllr Humphries explained that MAVCAP's role is to represent parishes and present their issues to the Area Board. Parish councils are, however, entitled to go directly to the Area Board. MAVCAP has one paid administrative member of staff. The PC expressed concern that it was overly dependent on volunteers.

10 Allotments

Sheila Glass

- a. Lease.** A solicitor has been instructed to draw up a lease, based on a draft provided by the PC. Action from the solicitor is awaited.
- b. Funding.** No response has yet been received to a query to CPRE regarding the possibility of Leader funding to put water onto the site. **Action: I. Ritchie to follow up.**

11 Nature Reserve.

Chris Morgan

- a. Grass-cutting.** This is on-going.
- b. Seats.** These have been re-varnished. Alex Coles and Peter Marshall were thanked for their work.

12 Kennet Triangle at 2 Bridges, Mill Lane.

The aluminium dog mess sign has now been broken completely. **Action: S. Glass to investigate provision of steel signs for the Kennet Triangle and Ashley Piece.**

- 13 Best Kept Village Competition.** See item 6 no's 4761 and 4503.

- 14 Walking Maps.** Work to update the information is on-going and the new maps will be ready for sale by next spring.

15 Community bus.

Chris Morgan

Training. There is to be a meeting to discuss CRB checking and 'dealing with aggression' training.

16 Youth Involvement

Helen Lloyd

Action: Clerk to put this on agenda for October meeting.

17 Parish Stewards & Streetscene Cleaning

- a. September visit.** The list of work has been submitted.
- b. October visit.** This will take place on 22nd October. **Action. Items for inclusion to the clerk by 17th October.**

18 Vandalism.

- a. Rec Centre.** Windows of digger smashed – reported to the police.
- b. Barrier on Whittonditch Road** leading down from the Ashley Piece playground has been broken. **Action: Chairman to report to police and Wiltshire Council**
- c. Memorial Garden.** Lead stolen from fence posts, and 1 post broken but repairable. It was noted that the posts also need painting with preservative. **Action: Chairman to arrange.**
- d. Sofa in River Kennet.** Sofa is near where footpath 48 crosses the river. **Actions: 1. Chairman to report as fly-tipping. 2. Clerk to add all above to vandalism log**
- e. Ongoing-vandalism.** **Action: Chairman to investigate new courses of action to deter vandalism including the Salamander Scheme run by the Fire Brigade in Marlborough.**

19 Memorial Hall.

Lychgate building. A new door now gives access to the courtyard.

- 20 Oral History.** Nothing to report

21 Street Lighting.

- a. The Paddocks.** Residents of number 9 have asked if the streetlight outside number 10 can be shaded. **Action: Chairman to find out cost.**
- b. Ashley Piece to Whitehill Close path.** A tree in a resident's garden is obscuring the light. **Action: Clerk to e-mail resident requesting that the tree is cut back.**

22 Public Conveniences.

A metal plate has been fitted to the door of the toilet for the disabled, to prevent unauthorised access.

23 Accounts for Payment

I1344	KDC- Rates on public conveniences (DD1)	72.00		0	No
I1345	British Gas - Electricity for Public Conveniences. (DD2)	25.00		1.20	No
I1346	PlusNet – Broadband Service. (DD4)	9.75		1.25	No
I1347	Mazars – External audit of annual accounts	327.75		42.75	No
I1348	S. Arnold – 1&1 Internet service provider – website hosting	62.03		8.09	No
I1349	S. Arnold – 50 envelopes and 18 1 st class stamps	9.01		0	No
I1350	S. Glass – lamination pouches	19.74		2.57	No

Total Payments: £535.28 Proposed – C. Morgan, Seconded – E. Hodgson. Approved.

23 Credit Card Purchase Authorisation

I1340	S. Arnold - Credit card authorisation - £25 - £30 for new router for office computer. Approved.				
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24 Payments Received

R102	Alliance & Leicester. Interest on instant reserve account August 1 st – 31 st due for payment 14 th Sept	1.15	14/09/09	Direct transfer	
R103	WC – Community Cleansing grant 2009/10	150.00	15/09/09	cheque	

Total payments received: £151.15

25 Bank Balance on 01/09/09 CURRENT ACCOUNT: - £5,065.20
on 04/09/09 COMMUNITY RESERVE ACCOUNT - £12,014.11

DATE OF NEXT MONTHLY COUNCIL MEETING

MONDAY 19th OCTOBER 2009

at 7.45pm

**in
RAMSBURY MEMORIAL HALL**

ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC

YOU WILL BE VERY WELCOME - PLEASE COME