

RAMSBURY & AXFORD PARISH COUNCIL

Clerk to the Council: Sue Arnold c/o Parish Council office, Memorial Hall, High Street, Ramsbury
Tel no. 01672 520045 (answerphone)
E-mail parishcouncil@ramsbury.org

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MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 7th December 2009 in Ramsbury Memorial Hall

PRESENT: Alistair Ewing, Graeme Fearon, Alderman S Findlay, Sheila Glass (Chairman), George Hawes, Erica Hodgson, Tim McQue, John Peck, Geoff Rissone, Ian Ritchie, Simon Smith, Sue Arnold (clerk) plus 3 members of the public.

Prior to the meeting wine and mince pies were served.

Before the start of formal business S. Glass presented D. Arnold with a gift in recognition of his help in setting up meetings and maintenance of the PC computer throughout the year.

Mr Cannon then presented the PC with certificates for Ramsbury's first place in the District round of the Best Kept Village completion, and 2nd place in the County round along with a cheque for £75. Ramsbury School again won the best BKV poster competition. Mr Cannon emphasized that the judges were looking for the best-kept village, not the best looking village. He noted that litter and dog-fouling had reduced. He said that with the support of the District and County Councils the competition has been running for 51 years. However the District Councils have been abolished and Calor Gas, who have sponsored the competition for a number of years have withdrawn, so the organisation is looking for more sponsors. In response to a question on how Ramsbury can do better Mr Cannon suggested continuing to give attention to the removal of all litter, and removal of weeds from verges and pavements (but not gutters, which are the responsibility of the County Council). He also suggested that planted pots and tubs are always appreciated by the judges.

Emma Jeffery was introduced as the Ramsbury Community rep for the Wiltshire Gazette & Herald. Anyone who wishes to publicise village events in the Gazette & Herald should contact Emma on emmajeffery100@hotmail.com

- 1 Apologies for absence for approval:** Diann Barnett, Paul Court, Helen Lloyd, Chris Morgan - Approved. Ben Tottenham also sent his apologies.
- 2 Disclosures of interest:** none
- 3 The minutes of the council meeting held on November 16th 2009** were approved. (Proposed J. Peck, seconded S. Smith).
- 4 Police Report** **PC Batchelor**
None this month, but farm watch and police bulletins have been received since the meeting and circulated to all councillors. **Action: S. Glass to ask PC Batchelor if he has leafleted Union Street regarding parking at the bottom of Union Street and in Newtown Road.**

5 Matters arising:

Telephone Boxes. Following BT's offer to sell the boxes in Whittonditch Rd and Axford (without telephone equipment) to the PC for £1, it was pointed out that the telephone box in Whittonditch Rd is listed as a bus stop. It was suggested that the PC should acquire it as the world's smallest bus shelter. It was suggested that the Axford telephone box could be used as an information point. Examples of other uses of telephone boxes by PC's were cited such as a free book exchange / library. Concerns regarding vandalism were expressed, and the boxes would need to be insured. They would also need repainting. It was agreed that the boxes enhance the street scene. **Actions: 1. S. Glass to tell BT the PC would like to buy the telephone boxes. 2. S. Glass to ask if the missing glass 'Telephone' sign from the Whittonditch box can be replaced. 3. S. Findlay to contact Ramsbury School and Clerk to put article in parish magazine and diary asking for further ideas for using the boxes.**

6 NEW CORRESPONDENCE FOR DISCUSSION

4690	23/11/09	WC	Precept Application form. Action Clerk & Chairman to complete, sign and return. Done. Since the submission of the precept, which included £4,000 for a sinking fund towards the replacement of the Flyer, the Bus Committee has heard that WC may give the committee £5,000 for 4 years for a replacement. Action: If/when confirmation of this is received, Clerk to contact WC to reduce precept by £4,000.
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4693	23/11/09	Thames Water	Notice of intended legal proceedings to recover sum of £35.29. This has been paid and Thames Water has been advised more than once that the billing date needs to be changed to enable the bills to be paid more promptly at PC meetings. See agenda item 7B
4696	23/11/09	Bedwyn Trains passenger Group	Project to deliver mini timetable to every house in Bedwyn Station catchment Area. Request for help with costs. Cost of delivering to Ramsbury & Axford is £35.00. Forwarded to S. Glass. Donation agreed Action: Clerk to list donation in January's accounts for payment.
4699	23/11/09	WC Planning	Extension to date for responding to questionnaire. Response now required by 31/01/10. Forwarded to S. Glass & G. Hawes
4701	23/11/09	WC	They believe cause of odour from sewage works has been identified. Bid for capital to replace unit has been submitted. Forwarded to S. Glass & Axford councillors
4703	23/11/09	WC	Copy of e-mail from Ms. L. Allison regarding Crowood Lane signage
4704	23/11/09	WC	Acknowledged PC's response to 4703 above. Will investigate possibility of putting a sticker over sign to change the 4 to a 5.
4709	23/11/09	Ms M. Dixon	Response to e-mail requesting details of signs needed for Knowledge Crescent. With S. Glass.
4715	30/11/09	Mr. Dennis, Crowood Estate	Responding to e-mail from PC re fencing of field near Harefield which cuts off a non-Right of Way footpath – part of grass rotation for use by sheep and cattle. Action: S. Glass and G Fearon to arrange meeting with Mr Dennis
4718	30/11/09	S. Shaw	Asking for PC's support in getting Sustainable Communities Act Amendment Bill adopted in parliament. Forwarded to S. Glass & I. Ritchie
4723	30/11/09	Mrs M. Cook	Will organise cutting of tree obscuring light on Ashley Piece to Whitehill Close footpath
4724	30/11/09	WC	Feedback on emergency exercise. WC were "once again impressed with the logical thought processes and efficient way problems were identified and dealt with" by PC's Emergency Committee
4725	07/12/09	WC	Grounds maintenance services – willing to quote. NB quote requested for grass-cutting services some weeks ago, but not yet received. Given to S. Glass
4727	07/12/09	WC	Speed limit review of A & b roads – incl. CD. Given to S. Glass (electronic version sent to all councillors). CD is available for councillors to borrow. Please contact Clerk.
4728	07/12/09	Community First	Winter newsletter and request for any volunteers willing to 'help with a project to deliver an important message to isolated and vulnerable people in the community'. Anyone interested should call Tim Coomber on 01380 722475 or e-mail: tcoomer@communityfirst.org.uk . Given to S. Glass
4729	07/12/09	Mr H Clayton	Barrier to sheep field on Crowood Estate has been opened, and he has been unable to close it. Asked to report this to Crowood Estate.
4731	07/12/09	WC	Forwarded letter from Ministry of Justice re guidance on vandalism, maintenance, repairs and protection of war memorials. It suggests putting up sign showing penalty for damaging war memorials. Given to S. Glass
4732	07/12/09	Mr D. Mair	Inadequate lighting in Back Lane around area of Gas Valve Sub-Station. Forwarded to S. Glass. Mrs C. Howard has also approached S. Glass about this. Action: S. Glass to contact Clarence.
4733	07/12/09	Mrs M. Cook	Re 4696 – mini train timetables are available in the library. Forwarded to S. Glass
4734	07/12/09	Ms. R. Winter	Large lorry has damaged car parked well inside the lay-by outside Saxon Forge and failed to stop. Both doors scraped and wing mirror knocked off. Action. S. Glass will follow up if Ms Winter is able to supply name of the company whose lorry did the damage.
4743	07/12/09	WC	New and complete electoral register. Action: Clerk to e-mail total number of electors in Ramsbury & Axford to I. Ritchie (Done.)
4744	07/12/09	Mr D. Mair	Suggesting PC visit back Lane at night to see unlit area. (See also 4732)

7 COMMITTEE REPORTS

A Planning

Chairman: George Hawes

a. **Planning Enforcement Seminar.** D. Barnett attended this and reported that there were no real changes to the current procedures.

b. **Procedure Questionnaire. Action: S. Glass to complete.**

c. **Planning Applications Processed since November 09**

E/09/1303/FUL	Erection of roof dormers to front and rear 26 Whittonditch, Ramsbury. Mr Nick Jackson
PC Comment Wilts decision	No objection Refused
E/09/1490/FUL	Conversion of an existing building to ancillary accommodation [amendment to E/09/0906/FUL] Axford House, Stone Lane, Axford. Mr Bob Young
PC Comment Wilts Decision	No objection Awaited
E/09/1309/FUL	Creation of a wildlife pond Ivy Cottage, Axford
PC Comment Wilts Decision	No objection Awaited
E/09/1399/FUL	Single storey extension Bredon Cottage, Tankard Lane, Ramsbury. Mr Patrick Quinlan
PC Comment Wilts Decision	No objection Awaited
E/09/1421/FUL	Erection of a pergola in garden Farmer House, Dyers Yard, Ramsbury. Mr David Williamson
PC comment Wilts Decision	No objection Awaited
E/09/1451/FUL	Two-storey rear extension, partly built over existing single storey extension 41 High Street, Ramsbury. Mrs Sarah Thompson
PC Comment Wilts Decision	No objection Awaited
E/09/1452/TPO	The reduction of an ash tree at the property by approx 20% to good growth points and near to previously reduced points, plus crown thinning, the removal of deadwood and maintaining the balance and natural form of the tree Brushfield, Swans Bottom, Ramsbury. Mrs A Jephson
PC Comment Wilts Decision	No objection Awaited
E/09/1526/FUL	Single storey side extension 10 Swans Close, Ramsbury. Mrs J Yeatman
PC Comment Wilts Decision	No objection Awaited
E/09/1482/FUL	Proposed widening of rear extension, first floor extension to rear over existing flat roof, pitched roof over existing porch 13 Ashley Piece, Ramsbury. Mr and Mrs Evans
PC Comment Wilts Decision	No objection Awaited
E/09/1483/FUL	Removal of gravel surfacing and replacement with cellular grass reinforcement grid. Witcha House, Marrison Hill, Witcha, Ramsbury. Mr P W Nelson
PC Comment	Object: Whilst the Parish Council welcomes the proposal to remove the gravelled area this application does not resolve our previous reasons for objection in that the parking area will still be in a very prominent position in the landscape and the entrance is on a bend and concealed. We repeat the suggestion that the parking area be created below the new entrance to the house and grounds where it will not be so visible and the entrance will be safer.
Wilts decision	Awaited

E/09/0873/FUL	Proposed erection of 5 two-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 Deferred. Officer to negotiate possible additional public parking spaces NOW RESUBMITTED with 5 additional spaces Parish Councils revised response: No objection to the amended application detailing a total of 30 parking spaces provided that the 20 spaces intended for use by village residents are protected by a section 106 agreement. Comment; It was clear from the meeting held on Monday 16 th at the Axford village hall that there is a strong case for a detailed summary of the consultations and responses with reasons for the officers decision which should be available to the regulatory committee members before the meeting on the 26 th November to allow a fully informed decision and absolute transparency for those who have showed such strong opposition to the application
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/09/1041/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/09/1172/TCA	Fell one Lawson Cypress, Fell one Norway Spruce Knapp House, The Knapp, Ramsbury. Mr M Paterson
PC Comment Wilts Decision	No objection 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	Object. The Parish Council considers that this hard standing creates a negative visual impact on the surrounding area. We suggest that it be re-sited below the driveway gate where it would sit much lower in the landscape and would be a safer highway solution than the present hidden access WITHDRAWN see E/09/1483/FUL

B Finance

Chairman: Ian Ritchie

- a. **Thames Water Payments.** Thames Water's billing cycle does fit with the PC's procedures for authorising payments only at PC meetings. Bills are received shortly after a PC meeting, and warnings and threats of legal action arrive before the next meeting takes place. It was proposed changing to a direct debit for the full amount of the bill. Proposed I. Ritchie seconded G. Hawes. All Agreed. **Action: Clerk to contact Thames Water to set up Direct Debit.**
- b. **Audit Plan.** This has now been discussed and agreed with the internal Auditor. **Action: I Ritchie to arrange a meeting to finalise audit plan.**
- c. **Updated Risk Analysis & Financial Standing Orders.** Ongoing.

C Rights of way

Chairman: Graeme Fearon

- a. The field in Crowood Lane adjacent to Harefield, used as a footpath and part of a circular walk, has been fenced. **Action: S. Glass to contact John Dennis See also item 4715.**
- b. **Swan's Bottom.** The by-way between Chapel Lane and Crowood Lane is so wet it is unwalkable without wellingtons at present and needs improvement. **Actions: 1. G. Fearon to ask Esther Daly if any materials are available. 2. S. Glass to investigate the possibility of grants for the work.**

D Play Areas and Seats.

Chairman: Graeme Fearon

- a. **New equipment for Knowledge Crescent Play Area.** This will be installed w/c/ 14/12/09. **Action: S. Glass to apply to MAB for a grant towards a safety surface.**
- b. **Knowledge Crescent Play Area.** Sarsen currently insure this as well as the PC, but are to stop doing so, as they now agree that it is the responsibility only of the PC which already insures it.

E Emergency Committee

Chairman: Chris Morgan

- a. **Emergency Generators. Action: C. Morgan to get quotes for servicing the 2 generators.**
- b. **Sandbags.** Sand and bags are now stored in a box at the Fire Station to prevent degradation.

F School Governor.

Governor: S. Findlay

- a. **Carols Competition.** Ramsbury School won the competition this year.
- b. **'No Parking' Posters.** The School has requested money to replace these next year.
- c. **'Our Great News Space'.** This will be formally opened on Saturday 30th January.

G Recreation Centre. Nothing to report

Chairman: George Hawes

H Policy Committee. Nothing to report

Chairman: Sheila Glass

I Sustainable Community Committee

Chairman: Ian Ritchie

- a. **Newsletter. Action: Anyone with any information for the next newsletter should forward it to I. Ritchie**
- b. **Charity Shop at Hills Stores.** The shop is doing well and, as a result, a total of £2,800 was shared out between the village organisations helping to run it - £350 to each participating organisation. £1,500 has been retained to cover expenses for the next 3 months. Rent will be paid from 1st December. Nigel Kerton from the Wiltshire Gazette and Herald will be visiting the shop this week.
- c. **Community Orchard.** Jenny Harker is looking at planting a Community Orchard and is looking for small pockets of land or 1 larger area. **Action: Anyone who can help should contact J. Harker - Harkers1@btinternet.com**

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

- a. **Oxford Street Sign.** Mr B. Tottenham reported that the Oxford Street Sign at the bottom of Oxford Street has come off its base and needs putting back. **Action: Clerk to report to Parish Steward – done.**
- b. **Thanks.** Emma Jeffery thanked the PC for their work – and was surprised by the breadth of the PC's remit.

8 Axford.

- a. **Recycling Bins.** S. Smith has canvassed local residents regarding their use. They do not seem to be used, and fly-tipping is increasing.
- b. **Footpath by Clearwater.** The tarmac is breaking up and the path is becoming slippery. It was suggested that because of the steep incline and the presence of pipes and telephone lines under the surface, the creation of a rough surface, cambered to allow water run-off, would be the best option. **Action: S. Glass to contact the Probation Service Community Payback Scheme to see if this is something they can undertake. Done.**

9 Marlborough Area Board

- a. **Grants. Action: S. Glass to get quote for a new notice board for Axford and apply to MAB for a grant.**
- b. **Administrator.** Alison Sullivan has left MAB, no new administrator has yet been appointed.
- c. **7th December meeting.** Apologies have been sent as this meeting clashed with the PC's December meeting.

10 Parish Plan / Statement. Actions: 1. D. Barnett & H. Lloyd organise meeting to discuss what is needed. 2. Clerk to put on January agenda.

11 Planning for Wiltshire's future

An electronic version of this document has been sent to all councillors and a paper copy is circulating. **Action: All councillors to send comments to S. Glass.**

12 Allotments

Sheila Glass

- a. **Lease.** This has been given to the landowner for her solicitor to consider. Awaiting response from solicitor.
- b. **Allotment Association.** A meeting of potential plot holders took place to form the Association. The draft Plot Holder's Tenancy Agreement, Rules and Constitution documents circulated before the meeting were discussed and some amendments made. A committee was also elected. **Action: Clerk to distribute minutes and amended documents to committee.**
- c. **Preparation of site.** The PC will organise the rotavation of the individual plots before they are handed over to tenants. has been organised for 1st December to set up an allotment association and draw up a tenancy agreement between the association and each individual plot holder

13 **Nature Reserve.** Nothing to report .

Chris Morgan

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

15 **Parking at Saxon Forge.** It was reported that Sarsen have marked out 12 parking places and will try to fit in an additional 3 spaces.

16 **Route to Victory.** S. Glass is to attend a meeting a further meeting with Mr Brigstock w/c 14/12/09. The Ramsbury Players have kindly agreed to make their Spring production a week earlier than scheduled to avoid clashes.

17 **PC Newsletter Delivery Schedule.** S. Findlay was thanked for the information she had provided. **Action: S, Glass to e-mail the information to G. Hawes to divide into areas for newsletter distribution.**

18 **Walking Maps.** On-going.

19 **Community bus.
Funding – See Item 6 no 4690.**

Chris Morgan

20 **Youth Involvement** Nothing to report

Helen Lloyd

21 Parish Stewards & Streetscene Cleaning

The following items were raised in the meeting.

- Road signs
 - Repair Oxford Street Sign (See item 7a)
 - Clean road signs throughout village

The following items were reported at the November meeting, too late for the November visit

- Weeds in:
 - Chapel Lane
 - Left hand side of Oxford Street when going towards the Square
 - Against wall on entry to the Paddocks
 - Lane along side of fire station
 - Ashley Piece to Whitehill Close footpath
- Gulley on South side of road from village to Ramsbury Manor

Action: Clerk to add all to December work list.

22 Vandalism.

A sofa in the river near Axford has been reported as fly-tipping. **Action: A Ewing to check whether it has been removed.**

23 Memorial Hall.

The lock on the new door will be changed w/c 7/12/09. **Action: S. Glass to discuss PC's key requirements with R. Osmond.**

24 **Oral History.** No new transcripts have been received this month.

25 **Street Lighting.** See item 6 no 4732.

26 Public Conveniences. Nothing to report

27 Accounts for Payment

I1372	WC - Rates on public conveniences (DD1)	72.00		0	I1372
I1373	British Gas - Electricity for Public Conveniences. (DD2)	25.00		1.20	I1373
I1374	BT – Telephone (DD3)	63.10		8.23	I1374
I1375	PlusNet - Broadband Service. (DD4)	9.75		1.25	I1375
I1376	S. Glass – compost & pansies for tubs in Square and violas for Memorial Garden	21.45		2.80	I1376
I1377	S. Glass - plants for tubs in Square	29.50		3.85	I1377
I1378	S. Glass – Plants for tubs in Square and Memorial Garden	21.93		2.86	I1378
I1379	S. Glass - bulbs for tubs in square and cyclamen for Memorial Garden	17.93		2.34	No
I1380	R. Copp – Grass- cutting of play areas and Manor Lane footpath	1,554.00		0	No
I1381	R. Copp –grass-cutting footpaths in Ramsbury & Axford	435.00		0	No
I1382	R.A Copp – preparation of play area for new equipment in Knowledge Crescent – lifting and removing artificial turf and removal of old posts	330.00		0	No
I1383	Rent and electricity for PC office 1/11/09 – 30/04/2010	621.25		0	No
I1384	Methodist Church – hire of church hall for Allotments meeting	10.00		0	No
I1385	Midway Stores – newspapers for library w/e 17/10/09 – 5/12/09	12.40		0	No

Total Payments: ££3,223.06. Proposed – I. Ritchie, Seconded – G. Rissone. Approved.

24 Payments Received

R108	Alliance & Leicester. Interest on instant reserve account November 1 st – 30 th due for payment 16 th December	2.10	16/12/09	Direct transfer	R108
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Total payments received: £2.10

25 Bank Balance on 01/12/09 CURRENT ACCOUNT: - ££5,416.09
on 05/11/09 COMMUNITY RESERVE ACCOUNT - £28,016.25

NB These figures do not reflect £5,000 transferred from Community Instant Reserve Account to Current account on 16/11/09

DATE OF NEXT MONTHLY COUNCIL MEETING

MONDAY 18th January 2010

at 7.45pm in

RAMSBURY MEMORIAL HALL

ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC

YOU WILL BE VERY WELCOME - PLEASE COME