

RAMSBURY & AXFORD PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 18th JANUARY 2010 in Ramsbury Memorial Hall

PRESENT: Diann Barnett (chaired the meeting), Alistair Ewing, Graeme Fearon, Alderman S Findlay, George Hawes, Erica Hodgson, Helen Lloyd, Tim McQue, John Peck, Geoff Rissone, Ian Ritchie, Sue Arnold (clerk), Cllr Humphries, plus 1 member of the public.

Diann Barnett announced the Ian Smith has been awarded an MBE in recognition of his work for the community. She said that it was well deserved and expressed congratulations on behalf of the Parish Council.

- 1 **Apologies for absence for approval:** Sheila Glass, Paul Court, Chris Morgan, Simon Smith - Approved.
- 2 **Disclosures of interest:** Item no 29/4771 – A. Ewing (other correspondence – planning at Littlecote)
- 3 **The minutes of the council meeting held on December 7th 2009** were approved with the following amendment. P 698. Item 7.F.b change ‘No **Parking**’ Posters. *The School has requested money to replace these next year to ‘No Parking’ Posters. The School Governor has requested money to replace these next year.* (Proposed G. Rissone, seconded G. Hawes).
- 4 **Police Report** **PC Batchelor**
None this month, but a farm watch bulletin has been received since the meeting and circulated to all councillors.
- 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, WC has asked the PC to inform them of their decision. **Action: Clerk to check ownership of land where the boxes stand and complete and submit the BT form to adopt the boxes.**

6 NEW CORRESPONDENCE FOR DISCUSSION

4755	14/12/09	Sarsen	Confirming that lease for Knowledge Crescent play area states that insurance is responsibility of PC, and Sarsen has ended its insurance. (PC already insures play equipment on all its play areas.). Filed.
4772	04/01/10	WC	Parish Stewards programme winter 2010. Dates for Ramsbury – Jan 27 th , Feb 24 th , March 24 th . Different approach to winter working. Given to S. Glass. Responded. PC to discuss under item 20
4774	04/01/10	CCC Ltd	Photocopier details & quote. Given to S. Glass. Action: Clerk to organise demonstration and inform interested councillors of the date
4775	04/01/10	Mrs D. Edwards	Pothole in Back Lane near junction with Isles Road. Highways informed.
4776	04/01/10	Mr. J. Herbertson	Request for grit bit at top of Chapel Lane. Action: Clerk to request grit bins for sites that meet WC’s criteria.
4778	04/01/10	Ramsbury Primary School	Invitation to PC to attend official opening of ‘Our Great new Space’ at 10.30am. Action: Clerk to RSVP. Open to public from 1.30pm, Sat 30 th Jan. 3 councillors will attend- I. Ritchie, S. Findlay and T. McQue
4780	04/01/10	Cllr Humphries	Nominations open for 2010 Health & Wellbeing Partnership awards. Forwarded to S. Glass
4786	04/01/10	Mrs M. Cook	Request that ‘No Cycling’ sign on Ashley Piece end of path to Whitehill Close be lowered and given more attention. Forwarded to S. Glass. The sign has been inspected and the PC did not feel lowering it would make any difference.
4787	04/01/10	Wilts Fire & Rescue Services	Regarding parking in High Street that has obstructed fire engines trying to respond to incidents. Offer to come and speak at PC meeting. S. Glass has responded. Rep will speak at Feb meeting. Action: Clerk to ask if he will also attend AGM in May when more members of the public are present.

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4797	04/01/10	Withy King Solicitors	Requesting electronic version of draft allotment lease (done) and comments on lease. Request that PC contribute up to £750 towards land owner's legal costs. Registration of lease will be approx £150 in addition. PC to discuss under item 12
4799	04/01/10	WC	Interim change to the Planning Scheme of Delegation to officers. Forwarded to all councillors
4804	04/01/10	WC	Responding to PC's complaint that information provided on Christmas waste and recycling was neither fit for purpose nor timely. WC is reviewing arrangements for communicating with residents
4805	04/01/10	Bedwyn trains Passenger Group	Thanking PC for offer of donation and asking for confirmation that timetables are distributed with copies of Hungerford and Marlborough Adviser. The publication is not delivered to about 50% of councillors present, including those living fairly centrally such as in The Paddocks and Ashley Piece. Action: Clerk to query with Great Bedwyn Trains Group before sending cheque.
4814	04/01/10	Dr N. Milne	Icy pavements – request for more salt bins. Forwarded to S. Glass who has responded
4815	04/01/10	PC Batchelor	Request to discuss parking at junction of Union Street and Newtown Road. S. Glass has responded
4818	04/01/10	Activity host, Littlecote House	Requesting map of rights of way in Ramsbury. Forwarded to S. Glass. S. Glass has responded explaining that ROW map is copyrighted and offering to supply walking maps for sale.
4821	11/01/10	Mr A. Setter	Article with suggestions for use of redundant phone boxes. Forwarded to G. Fearon
4831	11/01/10	Mrs M. Young	Requesting salt box for Isles Road. Action: Clerk to request grit bins for sites that meet WC's criteria.
4832	11/01/10	Mrs M. Manning	Requesting salt box for top of Hilldrop Close. Action: Clerk to request grit bins for sites that meet WC's criteria.
4833	11/01/10	Cllr Humphries	Copy of letter from Mr Heron-Watson requesting salt box for Hilldrop Lane near Scout hut.
4834	11/01/10	Cllr Humphries	Copy of WC's reply to Mr Heron-Watson describing criteria to be met for WC to install salt box
4835	11/01/10	Mrs M. Young	Will check neighbours' views on salt box request for Isles Road
4836	11/01/10	Mr C. Heron-Watson	Requesting salt/grit bin for Hilldrop Lane near Scout hut and copying in correspondence with WC (as in 4833-4 above). Action: Clerk to request grit bins for sites that meet WC's criteria.
4839	11/01/10	Mr R. A. Copp	Quote for mowing footpaths and play areas
4951	18/01/10	Ramsbury Parish Charities	Maureen Palmer's term of office has expired as PC rep on board of trustees of Ramsbury Parish Charities. Does PC wish to re-appoint Mrs Palmer? The PC agreed to re-appoint Mrs Palmer. Action: Clerk to respond.
4963	18/01/10	Manager, Isles Court	Responding to e-mail sent to emergency wardens. She has been offered help and support from the village – community works closely together.
4966	18/01/10	Mrs M Cook	Sent poster saying police surgery will be held on a day when library will be closed
4967	18/01/10	Ramsbury Fire Brigade	Lack of gritting of High Street has made it difficult for his officers to get to the station and then to get fire engine out to respond to calls for a period of more than 2 weeks. Action: Clerk to write to Peter Hanson, to request that High Street is added to gritting list. NB Since the PC meeting this has been raised at MAVCAP and will be escalated by them to WC.
4977	18/01/10	Wilts Fire & Rescue Service	Would like to speak at Feb PC meeting regarding parking in High Street and home safety checks. Responded
4979	18/01/10	WC	Need to inform WC if PC wishes to adopt telephone kiosk. Action: Clerk to respond by 23/01. Forwarded to S. Glass, D. Barnett & G. Fearon (See also Item 5 above)

7 COMMITTEE REPORTS

A Planning

Planning Applications Processed since December 09 Report

Chairman: George Hawes

703

E/09/1553/FUL	Single storey extensions to club pavilion Ramsbury Football Club, Recreation Centre, Hilldrop Lane, Ramsbury
PC Comment	No objection The Parish Council Strongly supports this application
Wilts Decision	Disclosure. The Parish Council has provided Grant Aid to the Recreation Centre Awaited
E/09/1490/FUL and E/09/1491/LBC	Conversion of an existing building to ancillary accommodation [amendment to E/09/0906/FUL] Axford House Stone Lane, Axford. Mr Bob Young
PC Comment	No objection
Wilts Decision	Granted
E/09/1309/FUL	Creation of a wildlife pond Ivy Cottage Axford
PC Comment	No objection
Wilts Decision	Granted
E/09/1399/FUL	Single storey extension Bredon Cottage, Tankard Lane, Ramsbury. Mr Patrick Quinlan
PC Comment	No objection
Wilts Decision	Granted
E/09/1421/FUL	Erection of a pergola in garden Farmer House, Dyers Yard, Ramsbury. Mr David Williamson
PC comment	No objection
Wilts Decision	Granted
E/09/1451/FUL	Two storey rear extension, partly built over existing single storey extension 41, High Street, Ramsbury. Mrs Sarah Thompson
PC Comment	No objection
Wilts Decision	Granted
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	No objection
Wilts Decision	Granted
E/09/1526/FUL	Single storey side extension 10 Swans Close, Ramsbury. Mrs J Yeatman
PC Comment	No objection
Wilts Decision	Granted
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	No objection
Wilts Decision	Granted
E/09/1483/FUL	Removal of gravel surfacing and replacement with cellular grass reinforcement grid. Witcha House, Marridge 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/09/1646/FUL	Demolish and replace existing general purpose agricultural building with new grain store. Improve entrance onto B4192 Home Farm, Crowood Estate, Crowood, Ramsbury. Mr John Dennis

PC Comment Wilts Decision	In Circulation Awaited
E/09/1647/TCA	T1-All holly shrubs, laurel that overhang road, cut back hard to wall. T2-Holly, cut back to the wall up to 18ft T3- Two Leylandii, reduce by third cut back branches overhanging the wall Parliament Piece, Back Lane, Ramsbury. Mrs Pinches
PC Comment Wilts Decision	In Circulation 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	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
Wilts Decision	Granted
E/10/0005/FUL	Replacement single and two storey rear extensions Granary House, The Square, Ramsbury. Mrs Rose Foulds
PC Comments Wilts Decision	In circulation 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, Marring Hill, Ramsbury. Mr P W Nelson
PC Comment	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
Wilts Decision	WITHDRAWN see E/09/1483/FUL

Notes to the report;

The Parish Council has been notified of an English Woodland Grant Scheme Application Reference EWGS21067 at Littlecote House from the Forestry Commission.

Full details at www.forestry.gov.uk/publicregister

B Finance

Chairman: Ian Ritchie

- a. British Gas Payments.** The account for supplying electricity to the public conveniences is gradually getting further into debit (currently £203). It was agreed to increase the direct debit to £35 per month. **Action: Clerk to contact British Gas to increase Direct Debit.**

- b. Audit Plan & Updated Risk Analysis& Financial Standing Orders.** These documents had been circulated to all councillors prior to the meeting. E. Hodgson was thanked for her work in producing a good and robust audit plan. It has the additional benefit of making it easier to meet external audit deadlines by spreading the workload, as the checking of financial processes and end of year figures have been separated and processes can be checked at any time in the financial year. One councillor annually will be asked to undertake a risk assessment, using the updated checklist. The adoption of the audit plan and updated risk analysis and financial standing orders was agreed (Proposed G. Rissone, seconded G. Hawes). **Action: I. Ritchie to sign Financial Standing Orders.**

C Rights of way

Chairman: Graeme Fearon

- a. Field by Crowood Lane adjacent to Harefield,** used as a footpath and part of a circular walk, which has been fenced. G. Fearon had had a meeting with the Estate Manager. There is no right of way across the newly fenced field and the estate is not interested in granting new rights of way over the land. The Estate is aware of its obligation to keep rights of way clear and paths have been cleared over the last couple of months. The PC has been given a map of Crowood Estate land for reference.
- b. Stiles on Spring Hill.** Nothing to report
- c. Swan's Bottom.** WC has said that there may be some materials left over after road works at Froxfield to improve the surface of Swan's Bottom.
- d. Boundary Walk.** Portaloos. **Action: I. Ritchie to book same provision as last year.**

D Play Areas and Seats.

Chairman: Graeme Fearon

- a. New equipment for Knowledge Crescent Play Area.** Installation was cancelled several times in December and January and is now scheduled for 25th January. **Actions: 1. J. Peck to attend site for installation. 2. S. Glass to apply to MAB for a grant towards a safety surface.**
- b. Funding from WC.** WC has £1m to spend on play equipment. **Action: Play Areas Committee to discuss possible improvements to play areas with view to making an application for funding.** (see also 7.G.b)

E Emergency Committee

Chairman: Chris Morgan

- a. Snow situation.** The PC expressed its thanks to wardens who had checked vulnerable people in their areas. An emergency telephone number was supplied by WC to get help for vulnerable people and displayed in the village. It was felt that the Parish Stewards had done a good job in the Preston area. S. Findlay reported that Link can do more than give people lifts, for example get shopping and clear snow, but had not been called. **Actions: 1. Clerk to write to G. Batten (Director of Environmental Services) asking him to pass on thanks to those who did the work. 2. Emergency committee to review handling of the situation and how Link could be involved. 3. On occasions that WC provides an emergency number for the vulnerable, Clerk to send on to Link co-ordinator. 4. Action: Emergency Committee to provide parish Mag with text of thanks to the emergency wardens.**

F School Governor.

Governor: S. Findlay

'Our Great News Space'. This will be formally opened on Saturday 30th January, and open to all between 1.30 and 3.—pm with entertainment.

G Recreation Centre.

Chairman: George Hawes

- a. Management.** Bi-monthly meetings of the management committee are to reu-started.
- b. Play equipment funding.** As there is funding available, Rec Centre will be asked if they would be interested in a play area on site. **Action: G. Hawes to raise at Rec Centre Committee meeting.**

H Policy Committee. Nothing to report

Chairman: Sheila Glass

I Sustainable Community Committee

Chairman: Ian Ritchie

- a. Charity Shop at Hills Stores.** The shop has been a bit quieter during the bad weather. The rent is covered.
- b. Oil Syndicate.** The price offered is not necessary the lowest. **Action: Clerk to pass this information to C. Morgan.**

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

- a. Back Lane Street Potholes.** Mr B. Tottenham reported that large potholes that have appeared. These, together with those in Oxford Street, have already been reported to Highways. Highways have a dedicated team working on potholes that appeared following the snow, so they should be repaired in the near future.
- b. Route to Victory.** Mr B. Tottenham reported that 4 groups were involved in the event - MVT, Ian Smith, The British Legion and the PC and that they would need co-ordination. It was suggested that this was not a full council item, but for the groups involved to resolve.

8 Axford.

Summer Fete. This will take place on 21st August.

9 Marlborough Area Board

- a. Next Board Meeting.** This will take place on 08/02/10 at St John's School and start at 7.00 pm. The focus will be on youth and there will be a number of presentations including one from the police on their role in the community.
- b. MAVCAP.** The next meeting will take place on 19/01/10. MAVCAP is undertaking a Youth Survey of the Marlborough area including producing postcards on which schoolchildren can record their 'dreams and wishes'.

10 Parish Plan / Statement. Nothing to report. **Actions: 1. D. Barnett & H. Lloyd organise meeting to discuss what is needed. 2. Clerk to put on February agenda.**

11 Planning for Wiltshire's future. No comments were received from councillors.

12 Allotments**Sheila Glass**

- a. Lease.** This is awaiting the landowner's agreement.
- b. Legal Fees.** The PC has received a letter from the landowner's solicitor requesting the PC to increase their offer of a contribution towards the landowner's legal costs from £400 to £750 plus an additional £150 to cover land registration and associated charges. **Actions: 1. Clerk to send latest copy of lease to G. Fearon (Done). 2. Clerk to ask Landowner's solicitor for a breakdown of charges incurred.**
- c. Funding for water etc.** **Action: S. Glass to complete an expression of interest application from the LEADER AONB funding.**

13 Nature Reserve. Nothing to report .

Chris Morgan

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

15 Route to Victory. Nothing to report

16 PC Newsletter Delivery Schedule. **Action: G. Hawes to divide into areas for newsletter distribution.**

17 Walking Maps. On-going.

18 Community bus. Nothing to report

Chris Morgan

19 Youth Involvement Nothing to report

Helen Lloyd**20 Parish Stewards & Streetscene Cleaning**

WC has written to the PC suggesting a new way of working whereby the Parish Stewards monitor their own areas and undertake work they find necessary. The PC decided to try this for a couple of months.

21 Vandalism. None to report

22 Memorial Hall.

A Trustees meeting will take place in February.

23 Oral History. No new transcripts have been received this month, but a request has been received from Devizes material for oral history material relating to WWII. **Action: Clerk to arrange for disks to be copied for the museums ahead of the transcripts being completed.**

24 Street Lighting. Awaiting removal of Christmas lights from tree.

25 Public Conveniences. Nothing to report

26 Accounts for Payment

I1386	WC – Rates on public conveniences (DD1)	72.00		0	No
I1387	British Gas - Electricity for Public Conveniences. (DD2) (VAT at 5%)	25.00		1.20	No
I1388	PlusNet - Broadband Service. (DD4) (17.5% VAT)	9.99		1.49	No

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I1389	S. Arnold – refreshments for Christmas PC meeting	51.46		0	No
I1390	Midway Stores – newspapers for library w/e 12/12/09 – 02/01/2010	6.20		0	No
I1391	S. Arnold – Clerk’s Salary Oct – Dec 2009	1,000.00		0	No
I1392	Namesco – Renewal of domain Ramsbury.org for 2 years (VAT @ 17.5%)	46.99		7.00	No
I1393	S. Glass – Gift of port of D. Arnold for help setting up for meetings and with PC’s computer system in 2009	10.98		1.63	No
I1394	Bedwyn Trains Passenger Group – delivery of Rail timetable to every house in village with Hungerford & Marlborough Advertiser **	35.00		0	No

Total Payments: £1,257.62 Proposed – I. Ritchie, Seconded – T. McQue. Approved.

**** Total includes payment to Bedwyn Trains Passenger Group, which will be withheld until delivery of timetable clarified.**

27 Payments Received

R109	Ramsbury Roxy – Hire of cinema equipment Autumn 2009 season	210.00	11/01/10	Cheque	R109
R110	Alliance & Leicester. Interest on instant reserve account November 1 st – 31 st due for payment 16 th Jan 2010	1.96	16/01/10	Direct transfer	R110
R111	CPRE – prize in best village competition	75.00	18/01/10	Direct Transfer	

Total payments received: £286.96

25 Bank Balance on 01/01/10 CURRENT ACCOUNT: - £2,319.89
on 06/01/10 COMMUNITY RESERVE ACCOUNT - £23,020.25

DATE OF NEXT MONTHLY COUNCIL MEETING

MONDAY 15th February 2010

at 7.45pm in

RAMSBURY MEMORIAL HALL

ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC

YOU WILL BE VERY WELCOME - PLEASE COME