

# RAMSBURY & AXFORD PARISH COUNCIL

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## MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 15<sup>th</sup> MARCH 2010 in Ramsbury Memorial Hall

**PRESENT:** Diann Barnett, Alistair Ewing, Graeme Fearon, Sheila Glass (Chairman), Erica Hodgson, Chris Morgan, John Peck, Geoff Rissone, Ian Ritchie, Simon Smith, Sue Arnold (clerk), plus 1 member of the public.

- 1 **Apologies for absence for approval:** Alderman S Findlay, George Hawes, Helen Lloyd, Tim McQue - Approved. Cllr Humphries also sent his apologies.
- 2 **Disclosures of interest:** None
- 3 **The minutes of the council meeting held on February 15<sup>th</sup> 2010** were approved (Proposed E. Hodgson, seconded I. Ritchie).

### 4 **Police Report**

#### PCSO Mills

No report, but the area police bulletin for March had been received and forwarded to all councillors. In addition it was reported that there had been a fuel theft in the area and The Crown and Anchor had been broken in to.

### 5 **Matters arising:**

- a. **Telephone Boxes.** It was suggested that the Whittonditch Road kiosk could be used as a bus shelter with a rolling art display, and the Axford kiosk could be used for displaying a map and local information. Anyone with any further ideas should contact G. Fearon ([gfearon@ttuk.com](mailto:gfearon@ttuk.com) )
- b. **Parking in the High Street.** It was reported that the leaflet from the Fire Service has not yet been delivered to residents. Four Wiltshire Police cones are now available to prevent parking on the narrowest part of the High Street when there are events at the Memorial Hall or Church. **Action: S. Glass to inform the Church that cones are available.**
- c. **Vacancy for Councillor.** An election has not been requested, so the PC has been given permission by WC's Electoral Officer to co-opt a councillor. Anyone interesting in becoming a councillor should send a brief description of why they wish to become a Parish Councillor and what they could offer in the role by e-mail to [parishcouncil@ramsbury.org](mailto:parishcouncil@ramsbury.org) or by letter to the address at the top of the page.

### 6 **NEW CORRESPONDENCE FOR DISCUSSION**

5046	01/03/10	Ms E. Clothier	Swans on road at bottom of Springs Hill – in danger from traffic and hissing at dog walkers. Also request for provision of more bins for dog mess. S. Glass has responded. <b>Action: S. Glass to put notices in local shops reminding dog owners to clear up.</b> ( See also 7C)
5047	01/03/10	MAB	Confirmation of grant towards new notice board and forms for return. Given to S. Glass
5049	01/03/10	Wilts Air Ambulance	Will be in touch re council's offer to have clothing and shoe recycling bins at surgery recycling centre
5051	01/03/10	Mr J. Causebrook	Response to PC's reply to previous letter regarding car parking on Newtown Road. S. Glass has contacted the Police to request a meeting.
5055	01/03/10	Mr. J Dennis	Contractor will cut back trees/shrubs growing out onto Highway in Newtown Road. Now done. S. Glass has thanked Mr Dennis.
5056	01/03/10	Holy Cross Church	Thanks for PC's support in maintaining churchyards and confirmation that a rep. will attend Annual Parish Assembly
5060	01/03/10	Mrs S. Crompton	Response to PC's reply to her letter on dog fouling. Could rules on dog fouling be printed in village mag. or on web site? Forwarded to S. Glass
5061	01/03/10	Mrs. M. Cook	Requesting permission to put soft 'No Cycling' sign on her wall adjoining path to Whitehill Close. Forwarded to S. Glass. <b>Action: Clerk to respond that PC has no objection.</b>
5074	08/03/10	WC	Proposed changes to bus services 46 & 48 through Ramsbury and Axford. Comments by 21/03/10. Given to S. Glass. This is being given to a regular bus user to respond to. It was suggested that buses timetables to and from Hungerford should coincide with train arrival times.

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5077	08/03/10	Mrs M Cook	Reported street lights out in Ashley Piece and end of Whitehill Close and was informed by WC that they are not their light. S. Glass has responded to Mrs Cook and written to WC. Amenity lighting that was formerly managed by KDC is dealt with by SEC, while WC uses Balfour Beatty. When WC's Clarence passes Ramsbury lighting faults to Balfour Beatty, they neither fix the faults nor respond that this is the case to WC. <b>Action: Anyone reporting a problem with a Ramsbury light to Clarence should ensure they emphasise that these light are dealt with by SEC.</b>
5079	08/03/10	Mr N. Jackson	Route to Victory. Request to PC to put out flyers to residents on route requesting streets are kept clear of vehicles for Monday 3 <sup>rd</sup> May parade of tanks and other vehicles.
5080	08/03/10	Wilts Police Authority	Questionnaire for assessment of neighbourhood engagement undertaken by neighbourhood policing teams. Given to S. Glass
5083	08/03/10	Mrs H. Hicklin	Bonfires – requests clarification of rules concerning bonfire and that residents should be made aware of need for consideration when lighting bonfires. S. Glass has responded.
5085	08/03/10	NHS Wilts	Provision of out of hours service – will be provided by Wiltshire Medical Services, run by local GPs from 01/04/2010
5088	08/03/10	WC Electoral Officer	Responding to request to send PC full register monthly (electronically) rather than individual updates. PC only entitled to full register on 1 <sup>st</sup> December annually
5090	08/03/10	WC Electoral Officer	In response to e-mail from PC asking for unzipped file updates (they are only a couple of lines per month and PC does not have unzipping software) – it's an automated system therefore they can't do it.
5097	15/03/10	BT	Copy of contract for kiosk adoptions signed by BT. They will arrange removal of payphone equipment then send completion notice and information pack to PC.
5102	15/03/10	Mr & Mrs P. Kearns	Thanks to PC for getting allotments up and running
5104	15/03/10	Mrs M. Cook	Copy of correspondence with WC re street lights
5105	15/03/10	WC	Re inaction on street light reports from Ramsbury. WC can't report back to PC when faults are not rectified and cannot transfer lights from Amenity Team at Kennet Hub to WC
5106	15/03/10	Simon Orton	Quote for printing 500 maps and map sleeves. <b>Action: S. Glass to investigate grant possibilities e.g. AONB's SDF funding.</b>

### 7 COMMITTEE REPORTS

#### A Planning

**Chairman: George Hawes**

Planning Applications Processed since February 2010 Report

Plan number	Plan details name and address
E/10/0132/FUL	Single storey rear extension The Old Police House 19 Oxford Street. Mr & Mrs John Banovic
PC Comment	No objection
Wilts decision	Awaited
E/10/0054/TCA	Work to trees in a conservation area Ramsbury Holy Cross churchyard
PC Comment	No objection
Wilts decision	Awaited
E/10/0048/FUL	Proposed single garage conversion and two storey rear extension 93 High Street. Mr & Mrs Hall
PC Comment	The Parish Council has no objection to the rear extension but we object strongly to the proposed garage conversion with the consequent loss of off street parking in an area of the village where parking is already very congested near a bend in the road
Wilts decision	Permission granted for extension. Permission not needed for garage conversion
E/10/0156/TCA	Work to trees in a conservation area Stone House, Stone Lane, Axford. Mr Robson

PC Comment Wilts decision	No objection Awaited
E/10/0169/FUL	Raise roof to create new rooms in roof space, create roof terrace 3 no dormer windows rebuild portico and replace garden room with orangery Membury House, Membury Estate Mr P Walker
PC Comment Wilts Decision	No objection Awaited
E/10/0241/FUL	Rear Conservatory Orchard Cottage Chapel Lane. Mr & Mrs Davies
PC Comment Wilts decision	In circulation
E/10/0251/FUL	Ground floor side extension conversion of workshop to utility area extension to garden wall to include incorporation of double timber gates Sarsen House, 10 Orchard Close. Mr & Mrs Willetts
PC Comment Wilts Decision	In circulation
E/10/0254/TCA	Tree work in a conservation area Mr & Mrs Triptree, 73-75 High Street
PC Comment Wilts Decision	In circulation
E/10/0259/TCA	Tree work in a conservation area. Mrs Grimshaw, Kennet House High Street
PC Comment Wilts Decision	In circulation
E/10/0216/TCA	Tree work in a conservation area Mrs C Mardon
PC Comment Wilts Decision	No objection Awaited
E/10/0258/FUL	Rear two storey extension 41 High Street Ramsbury. Mrs Sara Thompson
PC Comment Wilts Decision	In circulation
E/10/0274/FUL	Demolition of existing garage and erection of replacement. Mr & Mrs P Cheney, Kennet House, High Street, Ramsbury
PC Comment Wilts Decision	In circulation
E/10/0283/TCA	Tree works in a conservation area. Mrs L Smith. 27 Oxford Street
PC Comment Wilts Decision	In circulation

## B Finance

**Chairman: Ian Ritchie**

- a. **Internal Audit.** The new audit plan has been used to audit the PC's financial procedures, and has proved an efficient tool. E. Hodgson and S. Arnold were thanked for their work on the plan. The plan will be used for year-end checks in April/May.
- b. **Budget.** £4,000 was put into the 2010-11 budget as part of a rolling 5 year plan towards a replacement Community Bus. However WC has now indicated that it will provide funds annually towards a replacement. The PC felt that in the current economic climate this cannot be guaranteed to continue. Including a provision for a replacement in the PC's budget has meant a cutting back on other spending in 2010-11 compared with the current financial year. It was decided to retain the provision for a Community Bus replacement in the PC budget and ring-fence the amount, in case of the PC having to contribute towards a replacement bus in the future.

## C Rights of way

**Chairman: Graeme Fearon**

- a. **Dog mess on footpaths, particularly that behind Parliament Piece.** The PC has asked the diary to include a request that dog owners pick up their dogs' mess from footpaths and anywhere people walk, not just from village streets. Notices are also being put in shops. ( See item 6, no 5046) **Action: S. Glass to provide text to be included in the next newsletter.**
- b. **Boundary Walk.** Arrangements are in hand, including finding someone willing to act as a back marker. Pre-School will do the teas. **Action: I. Ritchie to give information for Boundary Walk leaflet to G. Fearon.**

## D Play Areas and Seats.

**Chairman: Graeme Fearon**

- a. **New equipment for Knowledge Crescent Play Area.** The log weaver has been incorrectly installed and is to be refitted by the supplier. **Actions: 1. G. Fearon to give picture of correct installation of equipment with measurements to J. Peck. 2. J. Peck to attend when equipment is refitted and check all is correct. 3. Clerk to retain payment until work completed.**

**E Emergency Committee****Chairman: Chris Morgan****Snow situation debriefing meeting. Action: C. Morgan to arrange a date for Emergency Committee's debrief meeting.****F School Governor.** No Report**Governor: S. Findlay****G Recreation Centre.** No report**Chairman: George Hawes****H Policy Committee.** Nothing to report**Chairman: Sheila Glass****I Sustainable Community Committee****Chairman: Ian Ritchie****Newsletter. Action: all to email suggested article for inclusion to I. Ritchie by 20/03/10.** The newsletter and boundary walk leaflet will be delivered together.**Charity Shop at Hills Stores.** The shop continues to do well. This month £350 will be given to each of the participating village organisations. The same amount was distributed to each organisation before Christmas.**Public Forum– Parish Council Standing Orders temporarily suspended for this item – nothing.****8 Axford.****a. PC Notice board.** This is to be installed in the bus shelter. **Actions: Axford councillors to arrange pruning of ivy and removal of mud from bus shelter.****9 Marlborough Area Board****a. Monitoring of Speed.** Wilts Police will train civilian volunteers to use speed guns. However drivers caught by volunteers can only receive a warning letter and if volunteers are used, the police will not use speed traps for which there is a fine, as it is deemed unfair to have 2 levels of penalty for the same offence. The PC considers that interactive signs are a good deterrent and is still awaiting the cost of these from WC. **Action: S. Glass to ask Ogbourne St. George about the cost of their sign.****b. MAVCAP meeting 16/03/10.** This will focus on youth issues. The PC hopes to hear the outcome of its grants applications towards the cost of rotavating the allotments and an event at which young people in the village can give their views. D. Arnold has also made a grant application towards the cost of running a Wii event using the Roxy equipment which will be open to all.**10 Parish Plan / Statement.****Parish Survey.** H. Lloyd is producing a survey form based on that used in previous village surveys.**11 Allotments****Sheila Glass****a. Lease.** This has been signed, and the plots have been rotavated and are in use. Thames Water has been asked to quote for the provision of putting water on the site.**b. Allotment Association.** The committee will have their first meeting on 22/03/10. Their chairman has been given information on applying for grants.**12 Nature Reserve.****Chris Morgan**

An application for a group of volunteers to work on the pond is in hand.

**13 Kennet Triangle at 2 Bridges, Mill Lane.** A path will be cut when the vegetation grows, as was done last year.**14 Route to Victory.** There will be a 'Street Party' on the RTV field off Love's Lane from 4.30 – 6.00 ish on Saturday 1<sup>st</sup> May. All residents are invited to join in and bring a plate of food (cake or sandwiches etc) for sharing. They will be able to watch the vehicles returning from an event elsewhere and there will be a beer tent. **Action: S. Glass to give details of party to I. Ritchie for newsletter.****15 PC Newsletter Delivery Schedule. Action: G. Hawes to divide into areas for newsletter distribution.****16 Walking Maps.** See item 6 no. 5106**17 Community bus.** See Item 7.B.b**Chris Morgan****18 Youth Involvement** No report**Helen Lloyd.****19 Best Kept Village Competition. Action: S. Glass to submit entry form.**

**20 Parish Stewards & Streetscene Cleaning**

This is now operating under the new arrangements whereby stewards identify and carry out necessary work. Some of the potholes in the village have been repaired

**21 Vandalism.** Nothing to report

**22 Memorial Hall.** The Hall Trustees are looking for a caretaker. Anyone interested should apply to Robert Osmond at the Hall.

**23 Oral History.** Nothing to report.

**24 Street Lighting.** See Item 6. 5077

**25 Public Conveniences.** Action: S. Glass to give the cleaner keys to public conveniences before locking the toilets overnight is started.

**26 Accounts for Payment**

I1406	British Gas - Electricity for Public Conveniences. (DD2)	35.00		1.75	No
I1407	PlusNet - Broadband Service. (DD4) (17.5% VAT)	9.99		1.49	No
I1408	Midway Stores– newspapers for library w/e 09/01/2010 to 27/02/2010	12.40		0	No
I1409	Mrs J. Talmage – rent for allotment site from 17th Feb 2010 to 31st Dec 2010	521.00		0	No
I1410	Ramsbury Allotment Association – Balance of income from plot rental once rent paid to Landlord	519.00		0	No
I1411	S. Glass – Book shelves for files in office(17.5% VAT)	21.99		3.72	No
I1412	S. Glass – new laminator for office (17.5% VAT)	9.89		1.47	No
I1413	S. Arnold – Clerk’s salary	1,000		0	No
I1414	Withy King Solicitors – legal fees for lease on allotments(17.5% VAT)	881.25		131.25	No
I1415	R. J. Talmage – Hedge cutting path from Whittonditch Road to playing field(15% VAT – late invoice)	69.00		9.00	No
I1416	Timberline – balance on play equipment for Knowledge Crescent play area**	859.21		127.97	No
I1417	Four Seasons Garden Services – Servicing Brush Cutter	90.12		13.46	No
I1418	Thames Water – Site visit to quote for putting water on allotment site	230.00		35.25	No
I1419	Smith & Jewell – Notice board for Axford	432.40		64.00	No

**Total Payments: £ 4,691.25.** Proposed – D. Barnett, Seconded – C. Morgan. Approved.

\*\* To be withheld until confirmed that ‘log weaver’ correctly installed. NB VAT was paid on whole amount on rate at installation (17.5%). VAT on deposit calculated at time of order in October was at rate of 15%, therefore October accounting records for payments of deposit I1362 & I1362A will need to be amended.

**27 Payments Received**

R114	Denise Edwards – Allotment rent 2010	60.00	25/02/10	Cheque	
R115	Olwynne & Tony Goodrich – Allotment rent 2010	60.00	25/02/10	Cheque	
R116	Sue & Dave Arnold – Allotment rent 2010	60.00	25/02/10	Cheque	
R117	Julie & Charlie Vere-Whiting– Allotment rent 2010	60.00	25/02/10	Cheque	
R118	Jenny & Andrew Harker – Allotment rent 2010	60.00	25/02/10	Cheque	

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R119	Anthony Setter – Allotment rent 2010	60.00	25/02/10	Cheque	
R120	Sarah Cracknell– Allotment rent 2010	60.00	25.00	Cash	
R121	Julian & Rebecca Tolputt – Allotment rent 2010	60.00	25/02/10	Cheque	
R122	Amanda & Graeme Fearon – Allotment rent 2010	60.00	25/02/10	Cheque	
R123	Sarah Wickham – Allotment rent 2010	60.00	25/02/10	Cheque	
R124	Sheila & Clive Glass – Allotment rent 2010	60.00	25/02/10	Cheque	
R125	Jean Herridge – Allotment rent 2010	60.00	25/02/10	Cheque	
R138	Charles & Rita Weston– Allotment rent 2010	60.00	01/03/10	Cheque	
	<b>Half Plots</b>				
R126	Tracey & James Smart – Allotment rent 2010	30.00	25/02/10	Cheque	
R127	Alison Foale – Allotment rent 2010	30.00	25/02/10	Cheque	
R128	Des Taylor – Allotment rent 2010	30.00	25/02/10	Cheque	
R129	Ken Bates – Allotment rent 2010	30.00	25/02/10	Cheque	
R130	Peter & Janie Kearns– Allotment rent 2010	30.00	25/02/10	Cheque	
R131	Karin Cowan – Allotment rent 2010	30.00	25/02/10	Cheque	
R132	Alison & John Harrod – Allotment rent 2010	30.00	25/02/10	Cheque	
R133	Ann McCann – Allotment rent 2010	30.00	25/02/10	Cheque	
R134	Julia & Terry Barrett – Allotment rent 2010	30.00	25/02/10	Cheque	
R135	Tanya Pearce – Allotment rent 2010	30.00	25/02/10	Cheque	
R136	Jaqueline Kehoe – Allotment rent 2010	30.00	25/02/10	Cheque	
R137	Kingsley & Fiona Setter – Allotment rent 2010	30.00	25/02/10	Cheque	
R139	Alliance & Leicester. Interest on instant reserve account February 1 <sup>st</sup> – 28 <sup>th</sup> due for payment 15 <sup>th</sup> Feb 2010	1.54	15/03/10	Direct Transfer	

**TOTAL PAYMENTS RECEIVED = £1,141.54**

**28 Bank Balance on 01/03/10** CURRENT ACCOUNT: - £2,754.23  
on 04/03/10 COMMUNITY RESERVE ACCOUNT - £20,024.05

## **DATE OF NEXT MONTHLY COUNCIL MEETING**

**MONDAY 19<sup>th</sup> APRIL 2010**

**at 7.45pm in**

**THE LYCHGATE ROOM  
(BEHIND RAMSBURY MEMORIAL HALL)**

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

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