

RAMSBURY & AXFORD PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 19th APRIL 2010 in The Lych Gate Room, Ramsbury Memorial Hall

PRESENT: Diann Barnett, Alistair Ewing, Graeme Fearon, Alderman S Findlay, Sheila Glass (Chairman), George Hawes, Erica Hodgson, Helen Lloyd, Geoff Rissone, Ian Ritchie, Sue Arnold (clerk), plus Cllr Humphries and PCSO Mills who both attended part of the meeting and O. Goodrich who was co-opted at the start of the meeting – see Item 3.

- 1 **Apologies for absence for approval:** Chris Morgan, John Peck, Tim McQue, Simon Smith - Approved. Mr. B. Tottenham also sent his apologies.
- 2 **Disclosures of interest:** Following her co-option, (see item 3) O. Goodrich declared an interest in Item 13.
- 3 **Co-option of new councillor.** S. Glass proposed that the PC should co-opt Olwynne Goodrich. This was unanimously approved and an acceptance of office form was signed by O. Goodrich and S. Glass. S. Glass welcomed O. Goodrich who joined the councillors for the remainder of the meeting.
- 4 **Police Report** **PCSO Mills**
 - a. **Criminal damage** to a car in Union Street (added to PC's vandalism log).
 - b. **Boundary Walk. Action: PCSO Mills to deliver some 'Police Slow' signs prior to Walk which is on 2nd May.**
 - c. **Format of Police Bulletins.** A number of councilors cannot read the .docx format. **Action: Clerk to reformat before sending.** (NB. PCSO Mills has since re-sent the latest report in a suitable format for all.)
 - d. **Parking.** PCSO Mills reported that he was aware of problems regarding Parking by the Bell and in the narrow parts of the High Street. See also Item 7 no 5165
 - e. **Use of village roads by heavy vehicles.** PCSO Mills reported that 'Not Suitable for Heavy Vehicles Signs' are not provided by the police. **Action: S. Glass to ask Highways if such signs can be provided for the village.**
- 5 **The minutes of the council meeting held on March 15th 2010** were approved (Proposed I. Ritchie, Seconded H. Lloyd).
- 6 **Matters arising:**
 - a. **Telephone Boxes.** The Whittonditch Road and Axford kiosks are now the property of the PC. **Actions: 1. S. Glass to put up signs provided by BT on both. 2. G. Fearon to bring design for layout of the Ramsbury kiosk to the May PC meeting.**
 - b. **Parking in the High Street.** It was reported that the leaflet from the Fire Service has not yet been delivered to residents. **Action: S. Glass to follow up.**
 - c. **Dog Mess.** This is an on-going problem in the village. S. Glass pointed out that it is illegal to let a dog foul any public area and proposed a bylaw whereby anyone walking a dog in a public area would have to carry a bag in which to pick up their dog's mess and must be able to show they have such a bag if challenged. PCSO Mills said that 2 witnesses would be needed and that the PC rather than the Police would be the enforcing authority. Further signs about dog mess have been received from WC. **Action: G. Hawes to put up signs in Mill Lane, S. Findlay to put up sign at Crowood Lane end of Swan's Bottom.** I. Ritchie has had a report that spraying paint (non-permanent) in a circle to surround dog mess had improved matters considerably in one village. **Action: I. Ritchie to do a check in the village and use spray paint to highlight any dog mess found.**
 - d. **Axford Notice Board.** The new notice board has now been erected in the bus shelter. The Old PC notice board also in the shelter is now free for use by the community. S Glass has completed relevant 'project finished' forms for MAB.

7 NEW CORRESPONDENCE FOR DISCUSSION

5111	29/03/10	North Wessex Downs AONB	Re grant application for maps. S. Glass has responded. For funding from AONB walking maps would have to be redesigned to their specification. The PC's maps only need re-printing, not re-design. Action: I. Ritchie to talk to AONB about decision.
5112	29/03/10	Mrs S. Evans	Ditches have been cleared to alleviate flooding on Manor Lane
5117	29/03/10	WC	Response to PC's letter to G. Batten thanking WC workers for work during bad winter and regarding speed limits and signs in village. Passed to relevant departments

5118	29/03/10	Mrs S. Shaw	Asking if she could put no parking sign on land adjacent to her house and if PC knows source of stencil. PC has responded that a sign may be put on her private land, but PC has no knowledge of stencils. Private signs are now in place.
5122	07/04/10	Mrs S. Crompton	Responding to PC's request for more details regarding parking near junction of Chapel Lane and Oxford Street. The police are now aware of this problem
5123	07/04/10	Mrs S. Crompton	Photo of parking near junction of Chapel Lane and Oxford Street
5124	07/04/10	WC	Changes to plastic and cardboard recycling skip arrangements. Forwarded to all councillors. It was reported that the new 9.00 start time will not suit people using the recycling facilities on the way to work. There will be no skips in future but a compaction lorry taking mixed cardboard and plastic recycling. Actions: 1. S. Glass to request an 8.30 at the latest start with the support of Cllr Humphries. 2. S. Glass to inform Diary and Parish Mag of new arrangements.
5125	07/04/10	WC	Response to PC's feedback on proposed changes to bus services 46 & 48. Forwarded to all councillors. Mrs T. Rissone, as a regular bus user, was thanked for her help in completing the feedback form sent to WC.
5127	07/04/10	WC	Phone call from Adrian Hampton – will speak to officer responsible to arrange legionnaire's testing of public conveniences water system. Action: Clerk to re-send e-mail to WC as no action has yet been taken.
5137	07/04/10	Community First	Notice of Renewal of Zurich Municipal insurance policy. Action: S. Glass & Clerk to review and pay in May
5141	07/04/10	WC	Acknowledgement of request for 8 additional grit bins
5145	07/04/10	Ramsbury Allotment Association	Re cheque received from PC for £519 – balance after rent for plots paid. Should have been £619. Action: Clerk to correct at April meeting. (See item 31, I1424)
5148	07/04/10	Ms. S. Mabbett	Querying rise in PC precept part of council tax for 2010-11. S. Glass has responded
5151	07/04/10	Ms. J. Robertson	Reporting vandalism to her car. Also reported to police. Action: Clerk to add to vandalism log – done.
5156	12/04/10	Mrs S. Rapson	Traffic outside school in Back Lane. A number of problems have been observed during school day start and end periods including use of mobile phones by parents while driving, driving on the pavement and inconsiderate parking. Actions. 1. S. Glass to e-mail details to PCSO Mills. 2. PCSO Mills to arrange for Wilts Police to provide a note to be sent to all parents. Wilts Police will also monitor the situation at the start and end of the school day. Other possibilities discussed were the provision of bendy bollards, the prohibition of parking at school start and end time, and photographing offending vehicles.
5157	12/04/10	Mrs Bailey	Deep hole outside Saxon Forge. Reported to Clarence ref: 448125
5160	19/04/10	WC	Response to PC's comments on change to recycling times at surgery
5162	19/04/10	Community First.	Parish Wildlife MAP Toolkit. Forwarded to S. Glass, C. Morgan and G. Fearon. Action: Clerk to contact Ramsbury Primary School and Paul Swan to see if they are interested.
5163	19/04/10	Ramsbury WI	WI omitted from list of organisations staffing the Charity Shop in the newsletter. Action: I. Ritchie to include in next newsletter.
5164	19/04/10	Mr. B. Tottenham	Apologies for April meeting, and asking if Back Lane is to be closed for the RTV weekend. Forwarded to S. Glass
5165	19/04/10	Mr & Mrs Bradley.	Comments on newsletter – dog mess and parking in the High Street. Action: Clerk to write to Highways requesting extending the white line in the High Street.
5167	19/04/10	PCSO Mills	Police Bulletin. Forwarded to all councillors
5168	19/04/10	BT	Whittonditch Road and Axford telephone boxes now decommissioned. Notice to complete, information kit and posters. See also Item 6A
5170	19/04/10	WC	Stick on dog-fouling signs. See also item 6c

8 COMMITTEE REPORTS

A Planning

Planning Applications Processed since March 2010 Report

Planning Applications Processed since March 2010 Report

Chairman: George Hawes

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 Wilts decision	No objection Granted with conditions
E/10/0156/TCA	The pollarding of 25 stems of willow situated in the rear garden of the property on the island and on the river bank to various heights above ground level as appropriate to each tree. Stone House, Stone Lane, Axford. Mr Robson
PC Comment Wilts decision	No objection Granted with conditions
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 Refused. Requires an ecology report
E/10/0241/FUL	Rear Conservatory Orchard Cottage, Chapel Lane. Mr & Mrs Davies
PC Comment Wilts decision	No objection Granted with conditions
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	No objection Awaited
E/10/0254/TCA	Tree work in a conservation area. Mr & Mrs Triptree 73-75 High Street
PC Comment Wilts Decision	No objection Granted with conditions
E/10/0259/TCA	Tree work in a conservation area. Mrs Grimshaw Kennet House High Street
PC Comment Wilts Decision	No objection Granted with conditions
E/10/0258/FUL	Rear two storey extension 41 High Street Ramsbury Mrs Sara Thompson
PC Comment Wilts Decision	No objection Granted with conditions
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	No Objection Awaited
E/10/0283/TCA	Tree works in a conservation area Mrs L Smith 27 Oxford Street
PC Comment Wilts Decision	No objection Granted with conditions
E/10/0286/FUL	Remove 2 Nissan huts and 1 building. Erect grain and machinery store Bridge Farm ,Ramsbury, Ramsbury Estates
PC Comment Wilts Decision	No objection Awaited
E/10/0292/FUL	Extend existing stable barn construct a ménage. Retrospective erect a storage barn Woodlands Stables Whittonditch Ramsbury. Mr Richard Pitman
PC Comment Wilts Decision	No objection Awaited

E/10/0339/FUL	Proposed single storey lean-to kitchen/entrance hall extension with minor internal alterations 1 Ashley Piece Ramsbury. Mr and Mrs Lillywhite
PC Comment Wilts Decision	No objection Awaited
E/10/0360/FUL	Erection of rear conservatory 20 Whittonditch Road Ramsbury. Mr Jackson
PC Comments Wilts Decision	No objection Awaited
E/10/0375/FUL	Proposed new barn building with hardstanding, new access and driveway Preston Farmhouse Preston Ramsbury. Mr and Mrs Grylls
PC Comment Wilts Decision	In circulation

B Finance**Chairman: Ian Ritchie**

- a. **External Audit.** The process has now started, and the internal audit is also to be completed.
- b. **NOWT (No to Wind Turbines) Funds.** The organisation has approx. £1800 in its accounts and the trustees feel that if the money is given to the Parish Council for disbursement then it should be ring fenced for use in a project which continues CPRE's anti-wind turbine stance. **Action: Clerk to put on May's agenda.**

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

- a. **Stiles on Springs Hill.** No progress
- b. **Boundary Walk.** New tables which are easier to transport have been purchased for tea stops. **Action: S. Glass to purchase cups for hot liquids.** Delivery of badges is awaited. In hand are: provision of A-boards and record cards (I. Ritchie) and teas (Pre-school). The Flyer and Portaloos have been booked. Peter Howard is to be the back marker. Access gates at and near Membury House are currently locked. **Action: A. Ewing to arrange access for Boundary Walk with the land owner.** Boundary walk leaflets are to be distributed as follows: **Actions: D. Barnett – Axford, H. Lloyd – Ashley Piece, S. Findlay – Crowood Lane, Swan's Close, Swan's Bottom, & Chapel Lane, S. Glass – Isles Rd, Isles Court, Orchard Close, Love's Lane, Maslin's Close, Lawrence Mead & Back Lane, O. Goodrich – Whittonditch Rd, Townfield & Greenacre, G. Hawes – High St., I. Ritchie – Oxford Street, Scholards Lane, Union St, & Tankard Lane, E. Hodgson – Knowledge Crescent area.**

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

- a. **New equipment for Knowledge Crescent Play Area.** The log weaver has now been re-installed correctly. A quote for £540 has been received for grass tiles under the other new piece of equipment. The PC agreed that this work should go ahead, **Action: S. Glass to organize installation.**

E Emergency Committee**Chairman: Chris Morgan**

Snow situation debriefing meeting. This meeting will take place on 13th May at 8.00pm on the Parish Council Office.

- F School Governor.** Nothing to report
G Recreation Centre. No report
H Policy Committee. Nothing to report

Governor: S. Findlay
Chairman: George Hawes
Chairman: Sheila Glass

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

- a. **Newsletter.** This has now been delivered to all areas.
- b. **Charity Shop at Hills Stores.** Doing well

Public Forum– Parish Council Standing Orders temporarily suspended for this item – nothing to report.

- 9 Axford.** Nothing to report

10 Annual Parish Assembly

Committee reports. This year the chairman's report will cover all areas of the PC's year, rather than committee chairmen giving individual reports. **Action: All committee chairmen to provide details of the significant events/issues in their areas to S. Glass for inclusion in her chairman's report ASAP and by 01/05/10 at the very latest.**

Village organisation's reports. Organisations have been asked to limit their verbal reports to the Assembly to 2 minutes, although their written report may contain more detail if required. **Actions: I. S. Glass to bring stopwatch to the meeting.**

Grants. 2. Clerk to prepare grant cheques (including for the Luncheon Club who have only just received their insurance invoice against which grant is requested.)

11 Marlborough Area Board

- a. **Identifying Flood Areas.** The Board has provided the PC with 2 maps on which it can identify where flooding occurs and the specific reason where known. Areas to be identified on the map will include Lamplands, The High Street and Stone Lane. **Action: Anyone aware of other areas should contact S. Glass by 10/05/10**
- b. **Films for young people.** *Up* will be shown on May 7th and *Alice in Wonderland* on May 14th in the theatre at St John's School in Marlborough. It was agreed to offer the Flyer for transport but the driver must be CRB checked. **Action: O. Goodrich to ask Tudor Wells if he would be willing to drive.**
- c. **MAVCAP. Nothing to report.**
- d. **WOFCAP.** This organisation has information needed for Area Plans and Statements. **Action: D. Barnett & H. Lloyd to use this information in preparing Parish Statement**

12 Parish Plan / Statement.

Parish Survey. H. Lloyd has produced a first draft survey form based on that used in previous village surveys. **Actions: 1. H. Lloyd to update with further questions relating to village pubs and shops. 2. S. Glass to review and liaise with H. Lloyd**

13 Allotments

Sheila Glass

- a. **Rotavation Invoice.** It was agreed that as a grant had not been available to the PC, the Allotment Association should cover this cost. **Action: Clerk to give invoice to Allotment Assoc when their Bank Account is set up. If it is not activated by the May meeting the PC will cover the cost and the Allotment Association will reimburse when the account is active.**
 - b. **Progress.** The allotments are going well with significant progress on most plots.
- 14 School Traffic Warning Signs.** Pupils have provided designs for warning signs to replace the current ones outside the school advising motorists to take care. The PC was asked to choose which designs should be turned into proper signs. 3 designs have been chosen. The designs will be laminated and displayed in the Phone kiosk. **Actions: 1. S. Findlay to liaise with the school about production of the signs and lamination for display in the telephone kiosks. 2. S. Glass to contact C. Martin about possibility of Bowls Club supplying display cases which it is believed they no longer need.**

15 Nature Reserve. No report.

Chris Morgan

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

17 Route to Victory. Fri 30th April – Ramsbury Roxy showing *Well Went The Day* at 8.00pm. Sat May 1st - Village Tea Party 5 – 7pm at event field at Loves Lane. 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. Ramsbury Roxy showing *The Longest Day* at 7.30. Sunday evening Forties Dance in the Memorial Hall 7pm – see posters .Monday May 3rd - WW2 Military Parade starting from Crown & Anchor at 10.00., followed by events in the field.

18 PC Newsletter Delivery Schedule. **Action: S. Glass to devise permanent list**

19 Walking Maps. See item 7 no. 5111

20 Community bus. See Item 11b otherwise nothing to report

Chris Morgan

21 Youth Involvement. R. Court is willing to help with a youth event.

Helen Lloyd.

22 Best Kept Village Competition. It was felt that the PC should be involved in the annual clean-up prior to the event. **Actions: 1. O. Goodrich to ask Scouts if they would like to take part in the clean-up as a fund-raiser. 2. Clerk to put Village clean-up on May agenda and mention to all organisations at Annual Meeting. 3. S. Glass to submit BKV entry form.**

23 Parish Stewards & Streetscene Cleaning. Nothing to report. See item 22 re village clean up.

24 Vandalism. Criminal damage to car in Union Street and writing on seat outside Memorial Hall. **Action: Clerk to add latter to vandalism log.**

- 25 **Memorial Hall.** Nothing to report
 26 **Oral History.** Nothing to report.
 27 **Street Lighting.** Nothing to report.

28 **Public Conveniences.** These will be locked at 8.00pm each evening in the near future.

29 **Accounts for Payment**

I1420	National Society of Allotment & Leisure Gardeners (Allotment association's bank account not yet set up. This amount deducted from balance between rent and income for plots owed to Allotment Assoc.)	54.10		0	No
I1421	British Gas - Electricity for Public Conveniences. (DD2)	35.00		1.75	No
I1422	PlusNet - Broadband Service. (DD4) (17.5% VAT)	9.99		1.49	No
I1423	S. Arnold - 1 & 1 - website hosting (by credit card)	63.38		9.44	No
I1424	Ramsbury Allotment Association - underpayment of £100.00 on March payment (I1410) of balance of funds after rent paid, + £90.00 further plot income - £54.10 payment to National Society of Allotment & Leisure Gardeners (I1420) = £135.90	135.90		0	No
I1425	S. Glass - tables for boundary walk	42.27		6.29	No
I1426	Salisbury DBF - six-monthly rent on Glebe Land	150.00		0	No

Total Payments: £ 452.64 Proposed -G. Rissone, Seconded - H. Lloyd. Approved.

30 **Payments Received**

R140	Mr D. Long - Allotment rent 2010	30.00	22/03/10	Cheque	
R141	WC - grant towards Axford notice Board	199.00	29/03/10	Cheque	
R142	John Norton - Allotment rent 2010	30.00	07/04/10	Cheque	
R143	Mr & Mrs Tinkler - Allotment rent 2010	30.00	12/04/10	Cheque	
R144	Alliance & Leicester. Interest on instant reserve account March 1 st - 28 th due for payment 16 th April 2010	1.55	16/04/10	Direct Transfer	

TOTAL PAYMENTS RECEIVED = £290.55

- 31 **Bank Balance on 01/04/10** CURRENT ACCOUNT: - £3,970.38
 on 07/04/10 COMMUNITY RESERVE ACCOUNT - £16,025.59

DATES OF NEXT MEETINGS

**ANNUAL PARISH ASSEMBLY
 MONDAY 10TH MAY 2010**

This is the meeting that village organisations attend to give their annual reports

**MONTHLY COUNCIL MEETING
 MONDAY 24th May 2010 (This is also the Parish Council's AGM)**

NB This is NOT the usual third Monday in the month

BOTH MEETINGS at 7.45pm

in

RAMSBURY MEMORIAL HALL

ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC

YOU WILL BE VERY WELCOME - PLEASE COME