

RAMSBURY & AXFORD PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 24th MAY 2010 in Ramsbury Memorial Hall

PRESENT: Diann Barnett, Graeme Fearon, Sheila Glass (Chairman), Olwynne Goodrich, George Hawes, Erica Hodgson, Tim McQue, Chris Morgan, John Peck, Geoff Rissone, Ian Ritchie, Simon Smith, Sue Arnold (clerk), Cllr Humphries, Simon Blunt (internal auditor) and 2 members of the public.

- 1 **Apologies for absence for approval:** Alderman S Findlay, Helen Lloyd.
- 2 **Disclosures of interest:** George Hawes. Item 10.A. E/10/0624/FUL
- 3 **Election of Chairman.** There was one nomination, Sheila Glass, who was proposed by I. Ritchie, seconded by C. Morgan and unanimously elected.
- 4 **Election of Vice-Chairman.** Again, there was one nomination, Diann Barnett, who was proposed by John Peck, seconded by T. McQue and unanimously elected.
- 5 **Police Report** **PCSO Mills**
There was no report, but the police bulletin had previously been circulated to all councilors. See also Item 26 – Vandalism.
Action: Clerk to put copies on PC notice boards and in the Post Office.
- 6 **Presentation by First Responders. Action: Clerk to put on agenda of May Meeting**
- 7 **The minutes of the council meeting held on March 15th 2010** were approved (Proposed E. Hodgson, Seconded G. Rissone).
- 8 **Matters arising:**
 - a. **Parking in the High Street.** A leaflet from the Fire Service has been delivered to residents.
 - b. **Additional white lines in The High Street. Action: E. Hodgson to speak to neighbouring residents.**
 - c. **Insurance Schedule.** This has been reviewed and updated.
 - d. **Parking Near School.** Action: S. Glass to provide police with wording for distribution on parents' email.

9 NEW CORRESPONDENCE FOR DISCUSSION

5178	10/05/10	Mrs Heron Watson	Telephone call querying new arrangements for recycling plastics and cardboard. Referred to WC who set policy, but they had told her to contact PC. Cllr Humphries has responded with an assurance that the waste is separated and arranged for a letter of explanation to be sent from WC.
5193	24/05/10	Mr & Mrs D. Taylor	Copy of comments sent to Cllr Humphries on Woodlands Farm Stables planning application no E/10/0292/FUL. Forwarded to planning committee. An amended application is now in circulation. See Item 11.A.
5194	24/05/10	Cllr Humphries	Copy of request for planning application to be considered by committee re E/10/0292/FUL (see 5193 and Item 11.A)
5199	24/05/10	Cllr Humphries	Responding to Ramsbury PC's concerns that neighbours had not been consulted re planning application E/10/0292/FUL (see 5193 and Item 11.A). Planners try to inform neighbours, but it is not obligatory and in rural areas it is not obvious who lives where.
5204	24/05/10	Cllr Humphries	Forwarding Briefing Note 33 – Local transport Plan programme for 2010 – 2011. Forwarded to S. Glass. I. Ritchie & C. Morgan. When this note was produced it seemed that funds may be available for local safety schemes, school travel plans, community transport, etc, but it is now uncertain if the proposed government cuts will affect the situation.
5206	24/05/10	CPRE	Acknowledgement of Best kept Village entry

5208	24/05/10	WC	Copy of e-mail sent by A. Hampton to colleagues asking for confirmation that public conveniences have been tested for legionnaires disease (e-mail sent 10/05). No response yet received
5209	24/05/10	Ramsbury School	Disposal of play equipment. See item 10.D.
5210	24/05/10	Wilts Police	Police surgeries scheduled for bank holiday on 31 st May at library will go ahead even though library will be closed. PCSO Jonathan Mills will be outside library in a police vehicle.
5217	24/05/10	S. Findlay	Copy of e-mail from School reporting football posts moved and taken apart, litter bin moved and spilt – youths involved spoken to by police. Also lead being stolen from roof. Logged in vandalism log. See item 26.
5221	24/05/10	Landscaping and Grounds Maintenance Ltd	Quote for dismantling school play equipment and re-erection on play area.

10 COMMITTEE REPORTS

A Planning

Chairman: George Hawes

Planning Applications Processed since April 2010 Report

Plan number	Plan details name and address
E/10/0565/FUL	Proposed single storey lean-to kitchen extension and two storey study/bedroom extension to rear of the property 38 High Street, Ramsbury. Mr and Mrs Sendall
PC Comment Wilts decision	No objection Awaited
E/10/0616/FUL	Two storey and single storey rear extensions [resubmission of E/10/0048/FUL]. Proposed single garage conversion and two storey rear extension 93 High Street Mr & Mrs Hall
PC Comment Wilts decision	In circulation
E/10/0624/FUL	Alterations and extensions to include raising roof and add rooms to roof. Replace external render and rebuild portico and refurbish garden room to form orangery[resubmission of E/10/0169/FUL] Membury House Membury Estate Ramsbury. Mr Philip Walker
PC Comment Wilts Decision	In circulation
E/10/0626/FUL E/10/0625/LBC	Proposed minor alterations and change of use of existing office building to residential use The Coach House, Preston, Ramsbury. Mr Lee Battersby
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, Ramsbury. Mr & Mrs Willetts
PC Comment Wilts Decision	No objection Granted
E/10/0643/FUL	Alterations and extensions to include raising roof and addition of rooms to roof 59 Whittonditch Road Ramsbury. Mr and Mrs MacLean
PC Comment Wilts Decision	No objection Granted with conditions
E/10/0274/FUL	Demolition of existing garage and erection of replacement Kennet House High Street Ramsbury. Mr and Mrs Cheney
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 Granted with conditions

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 Comments re location Amended version in circulation 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 Granted with conditions
E/10/0360/FUL	Erection of rear conservatory 20 Whittonditch Road Ramsbury. Mr Jackson
PC Comments Wilts Decision	No objection Granted with conditions
E/10/0375/FUL	Proposed new barn building with hard-standing, new access and driveway Preston Farmhouse Preston Ramsbury. Mr and Mrs Grylls
PC Comment Wilts Decision	No objection Granted with conditions

B Finance

Chairman: Ian Ritchie

- a. **End of Year Financial Situation.** I Ritchie reported that the end of year accounts have been prepared. At the start of the 2009-10 financial year the PC had £15.5K in the bank, and £20.5K at the end. However the bill for the cleaning of the public conveniences for the year (£6-7K) is still awaited. Interest on PC funds has decreased from £522 in 08/09 to £17 in 09/10. Spending on village organisations has increased and funding for the flyer is being put aside. **Action: Clerk to provide all councillors with profit and loss account, balance sheet, table of differences and copy of form to be submitted to the external auditor.**
- b. **Internal Audit.** E. Hodgson was thanked for her work on the internal audit plan and S. Blunt was thanked for carrying out the internal audit. This had been done in two stages – procedural, and then year end which I. Ritchie also attended. The conclusion was that the accounts had a clean bill of health, and that the financial aspects of the PC are well run. One mishap (rapidly discovered and corrected) was that the PC cheque book had been accidentally used for a non-PC payment. This was duly corrected and reported in the August 2009 minutes. S. Glass thanked all those involved in the preparation of the accounts.
- c. **NOWT (No to Wind Turbines) Funds.** The organisation has approx. £1800 in its accounts and the trustees had suggested giving the money is given to the Parish Council for disbursement so long as it could be ring-fenced for use in a project which continues CPRE's anti-wind turbine stance. The PC felt that it could not tie the hands of the current or a future parish council to have to use the money for anti wind-turbines use. It was suggested that the money should be given to CPRE who are likely to use the money in line with wishes of people who had originally donated the money to NOWT. The PC unanimously voted not to accept the money (Proposed G. Hawes, seconded T. McQue).

C Rights of way

Chairman: Graeme Fearon

- a. **Boundary Walk.** Despite the weather, 51 people started the walk and 25 completed the whole walk with others joining for shorter sections, including 27 children from Ramsbury School. Ian Ritchie and Peter Howard were thanked for leading the walk and acting as backstop respectively, and George Hawes for transport. Congratulations were extended to those who took part. An amendment will be made to the rules for next year stating that children need a responsible adult with them for the whole time they are walking (and this person cannot be the walk leader or backstop). **Action: I. Ritchie to send notes to those involved in organising the walk and organise a debrief meeting.** It was noted that the cost of badges and leaflet had been high. **Actions: 1. ROW committee to consider black and white leaflet next year, which can be produced in the PC office and put a full colour version on the website. 2. G Fearon to put a full colour rights of way map on the web site.**

D Play Areas and Seats.

Chairman: Graeme Fearon

- a. **New equipment for Knowledge Crescent Play Area.** A safety surface has been installed under the new swings.
- b. **Disposal of Play Equipment by Ramsbury School.** The school has offered wooden play equipment from outside the reception classroom to the PC. It is wooden, well maintained and if new would cost approx £2.5 - £3K. The PC has a quote of £800 for digging up and installing the new equipment in a PC Play Area, but there is a query as to whether the equipment can be dug out without damage, due to the way it has been fixed in the ground. Should the PC be able to take the equipment it will save the School approx £500 in the cost of removing it. **Action: G. Fearon to ask the contractor to inspect the equipment to see if it is possible to move it without damage.**

E Emergency Committee**Chairman: Chris Morgan**

Snow situation debriefing meeting. This meeting took place on 13th May. It concluded that the PC had done a reasonable job in communicating with emergency wardens and WC, but some improvements can be made. **Action: I. Ritchie to include in the next sustainable community advice that residents should have at least one non-cordless phone, as these continue to work in the event of a power cut.**

F School Governor.**Governor: S. Findlay**

S. Findlay sent a written report:

- a. **Village Clean-up.** S. Findlay asked if anyone who is free would support the school on 25th May for their clear-up. They will be going out from school three times (at 9.15, 11 and 1.30) and covering the whole village.
- b. **Staff.** Mrs. Rean has been appointed Assistant Head. Miss Cara McCarthy appointed to Class 2 and Sarah Macaulay the part-time teacher for class five.
- c. **Sport.** The school came 5th in Wiltshire in Tag Rugby.

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. **Charity Shop at Hills Stores.** This is still doing well with a further £3,000 to be distributed to village organisations at the end of May, bringing the total distributed so far to £8,000. Paul New is now supplying the shop with plants and there is a good turnover of books in stock.
- b. **Youth Affairs.** There was some discussion as to whether this area should be brought under the Sustainable Community Committee. It was decided that a better option would be to form a new Youth Affairs Committee and E. Hodgson and O. Goodrich volunteered to sit on the committee with H. Lloyd. **Action: Clerk to add to list of meeting times when sending out list for election of committee chairmen, prior to June meeting.**
- c. **WC document on 'Resilient Community Partnerships'.** It was felt that this reflected what the PC already does and did not add any value.

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

Route to Victory. Mr B. Tottenham said that the weekend had been a success and a written report by N. Jackson, already given to S. Glass, will be published in Whitten Ways. (See also Item 19)

Annual Parish Assembly. Mr B. Tottenham remarked that most village organisations had been represented at the meeting. He said that the village runs on volunteers and thanked the Parish Council, and S. Glass in particular, for their work on behalf of the village. He also congratulated the PC on the management of their affairs which had allowed £8,000 to be donated to village organisations in 2009/10. Mrs S. Blunt seconded these remarks saying the PC is well run, on well-oiled wheels.

11 Axford.

Speeding. Flashing interactive speed indication signs have been deployed in the village recently.

- 12 **PC Committees.** A short meeting of each committee will be held prior to the start of the June PC meeting to elect a chairman of each committee. **Action: Clerk to send out timetable with the June agenda.**

13 Marlborough Area Board

- a. **Next MAB Meeting:** The next meeting will take place on 22nd June at Ramsbury School 6.30pm for 7pm.
- b. **MAVCAP.** The next meeting will take place on 8th June.

14 Parish Plan / Statement.

Parish Survey. Information gathered at the Summer Show has been passed to village organisations for comment and responses are awaited. Helen Lloyd is pursuing funding to hold a meeting with village youth to get ideas for activities etc.

15 Allotments**Olwynne Goodrich**

Most plots are progressing well and the site is looking more like an established allotment area.

16 Nature Reserve.**Chris Morgan**

Volunteers. A possible source of new volunteers has been identified. Work of volunteers includes using the brush-cutter and conventional strimmer, hand scything, varnishing seats and general maintenance of the area. It was reported that Scouts are currently working for their community challenge badge and can be approached to help via O. Goodrich.

- 17 **Kennet Triangle at 2 Bridges, Mill Lane.** The path will need to be cut later in the season.

18 Telephone Kiosks.

G. Fearon is working on ideas for internal fittings.

19 Route to Victory. (See also 'Public Form' Item.). Most people had enjoyed the weekend. A telephone call was received from a resident of Back Lane suggesting that there had been too much noise and that the village infrastructure was not up to supporting the event.

20 PC Newsletter Delivery Schedule. S. Glass is working on this and looking at the possibility of involving the emergency wardens.

21 Walking Maps. A quote for £1,600 for the production of the maps has been received. S. Glass is pursuing the possibility of a grant towards this with MAB.

22 Community bus.**Chris Morgan**

a. **AGM.** This will be held on 27th May.

b. **Grants.** The Bus Committee has application forms and will submit them ASAP. C. Morgan thanked the PC on behalf of the Bus Committee for the grant received towards driver training.

c. **Using Bus to transport young people to events in Marlborough.** C. Morgan is to raise the possibility of using the bus to take young people to films at St John's School and the Bluez 'n' Zuz disco organised by the police. The PC is willing to pay for the bus hire, but a CRB checked volunteer is needed to drive it.

23 Youth Involvement.**Helen Lloyd.**

A new committee will be set up to work on Youth Affairs. See item 10.I.b

24 Best Kept Village Competition

A village clean-up will take place on June 5th starting at 10.00am in the Square. All residents are invited to join in. High viz jackets, gloves and sacks will be provided, but volunteers are asked to bring a broom, dustpan and/or hoe and small garden fork **Actions: 1. S. Glass to ask WC to leave this equipment at the school following their clean-up. 2. S. Glass to put up posters advertising the clean-up. 3. O. Goodrich to confirm that Scouts are available to help.**

25 Parish Stewards & Streetscene Cleaning.

Questionnaire from WC on Parish Stewards Service. The cost of the service throughout Wilts is £1.1m per annum. The PC agreed that the stewards provided a useful service and the scheme is a worthwhile use of public money. **Action: S. Glass to complete and submit questionnaire.**

26 Vandalism. The following incidents have occurred over the past month:

a. **School.** Football posts were moved and taken apart, litter bin moved and spilt at Ramsbury Primary School. Youths involved have been spoken to by police. Theft of lead from school roof.

b. **Bowling Green.** Theft of posts and tables

c. **Allotment Site.** Theft of 2 raised bed kits. **Action: Clerk to add outstanding items to vandalism log.**

27 Memorial Hall.

The provision of a dishwasher and a partial covering for the courtyard are under discussion. The Ravensbury players would like a mezzanine constructing at the end of the hall.

28 Oral History.

Copying the disks for the Archives. Help is needed with this and it could also be a suitable project for a young person wanting to gain some community service experience. **Action: Clerk to put article in parish nag asking for help in copying the disks.**

29 Street Lighting.

Nothing to report.

30 Public Conveniences. Arrangements have been made to lock the public conveniences at 8.00pm each evening from **Tuesday 1st June to avoid further vandalism. Action: S. Glass to provide a notice giving this information.**

31 Accounts for Payment

	S137 Grants (approved at November 2009 meeting)			0	Yes
I1427	Ramsbury Amenity Group for Village Diary	150.00		0	Yes
I1428	Ramsbury School PTA	300.00		0	Yes

I1429	Ramsbury Pre-School	200.00		0	Yes
I1430	Ramsbury Scout group	450.00		0	Yes
I1431	Ramsbury Silver Band	150.00		0	Yes
I1432	Meals on Wheels	197.81		0	Yes
I1432	Luncheon Club	200.00		0	Yes
I1433	Mother & Toddler Group	100.00		0	Yes
I1434	Cricket Club	350.00		0	Yes
I1435	Junior Football Club	350.00		0	Yes
I1436	Bella Voce	150.00		0	Yes
I1437	Ramsbury Memorial Hall	250.00		0	Yes
I1438	Ramsbury Community Bus	400.00		0	Yes
I1439	Bowls Club	100.00		0	Yes
I1440	Friends of Ramsbury Churchyard	100.00		0	Yes
I1441	Holy Cross PCC for grass-cutting	550.00		0	Yes
I1442	Axford Church yard	150.00		0	Yes
	Other May Payments				
I1443	WC - Rates on public conveniences (DD1)	71.97			
I1444	British Gas - Electricity for Public Conveniences. (DD2) (5% VAT)	35.00		1.75	No
I1445	PlusNet - Broadband Service. (DD4)	9.99		1.49	No
I1446	Public works Loan Board - Loan (DD5)	1,870.31		0	No
I1447	Thames Water - Water rates for Public Conveniences from 12 th Jan – 12 th April 2010 (DD6)	26.61		0	No
I1448	Sarsen Housing Association – Annual subscription	5.00		0	No
I1449	Midway stores - newspapers for library from 06/03/10 – 24/04/10	12.40		0	No
I2450	WALC – Annual subscription	575.30		85.68	No
I1451	Ramsbury Allotment Association – Refund of half plot rent paid to PC as Allotment Soc's bank account not yet active.	30.00		0	No
I1452	S. Glass - Keys for public conveniences and stamps	25.32		2.68	No
I1453	S. Glass – Refreshments for Boundary Walk and postage	56.30		0	No
I1454	Community First – Zurich Insurance for 2010-11	1,371.31		0	No
I4555	Call print – printing Boundary Walk leaflets	511.13		76.13	No
I1456	Ramsbury Memorial Hall – Rent & Electricity for PC office	636.25		0	No
I1457	G. Fearon – Couriering of Boundary Walk leaflets	£53.32		8.06	No
I1458	I. Ritchie – materials to modify barbed wire fences where necessary for boundary walk	37.76		5.62	No
I4159	I. Ritchie – 2 maps to replace those damage by rain on Boundary Walk	15.98		0	No
I1460	MBC Badge Co – Boundary Walk badges	308.44		45.94	No
I1461	BT - Telephone Bill	71.73		10.61	No
I1462	Clear Copying Company Limited – copying costs @ 1p per sheet from 1 st Feb – 29 th April	35.25		5.25	No
I1463	Ramsbury Community Bus – Hire of bus for boundary walk	56.35		0	No
I1464	S. Arnold – envelopes	2.10		0	No

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I1465	Midway Stores – newspapers for Library 1 st May – 22 nd May	6.20		0	No
I1466	Community First – Annual subscription	36.00		0	No
I1467	Ramsbury Pre-School – Donation on recognition of teas provided for boundary walk	105.00		0	No
I1468	Ab-Fab Loos Ltd – hire of loos for boundary walk	352.50		52.50	No

Total Payments: £6,625.57 Proposed –I. Ritchie, seconded – D. Barnett. Approved.

30 Payments Received

R145	HM revenue and Customs – Vat refund	1,282.44	04/05/10	Cheque	
R146	Miss E. Faithfull Davies – rent on half allotment plot 2010	30.00	04/05/10	Cheque	
R147	WC – Parish precept	18,702.50	21/04/10	Direct Transfer	
R148	Alliance & Leicester. Interest on instant reserve account April 1 st – 30 th due for payment 16 th May 2010	1.32	16/05/10	Direct Transfer	

TOTAL PAYMENTS RECEIVED = £20,016.26

31 Bank Balance on 01/05/10 CURRENT ACCOUNT: - £22, 392.40

on 07/05/10 COMMUNITY RESERVE ACCOUNT - £16,027.14

N.B. £13,000 transferred from Current Account to Community Reserve instant Access account on 24/05/10 is not reflected in figures above or on main agenda.

DATE OF NEXT MONTHLY COUNCIL MEETING

MONDAY 21st JUNE

at 7.45pm in

RAMSBURY MEMORIAL HALL

ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC

YOU WILL BE VERY WELCOME - PLEASE COME