

RAMSBURY & AXFORD PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 16th AUGUST 2010 in Ramsbury Memorial Hall

PRESENT: Diann Barnett, Alistair Ewing, Graeme Fearon, Sheila Glass (Chairman), Alderman S Findlay, George Hawes, Erica Hodgson, Helen Lloyd, Tim McQue, Chris Morgan, Geoff Rissone, Ian Ritchie, Sue Arnold (clerk), and 1 member of the public and Michael Edmonds.

- 1 Apologies for absence for approval:** Graeme Fearon, (belated) Olwynne Goodrich and Cllr Humphries
- 2 Disclosures of interest:** None

3 Presentation on MAVCAP

Michael Edmonds

Mr Edmonds is a Baydon councillor and member of MAVCAP (Marlborough & Villages Partnership). He explained that MAVCAP represents Marlborough & 16 parishes, and is the successor of MCASP (Marlborough Community Area Strategic Partnership). Mr Edmonds had asked to speak as Aldbourne council have sent to all of the parishes in the Marlborough area an e-mailed letter describing the Marlborough Area Board (MAB) and MAVCAP as “a waste of money” and “additional bureaucracy”, a view which he does not share. He said that MAVCAP employed only 1 part-time clerk. There is an average attendance of only 44% of parishes at MAVCAP meetings, though a representative from Ramsbury PC has attended almost all the meetings. He said that MAVCAP’s mission is to bring up to date the Marlborough Area Development Plan with the revision to include points raised by parishes. He said that MAVCAP also pulls together information on problems common to PCs e.g. speeding and had recently sent out an e-mail on traffic calming to all PCs in the area for comment. (The PC did not have a copy of this, but it has since been received). Mr Edmonds stressed that while PCs do not need to attend every MAVCAP meeting, there needs to be a working relationship between each PC and MAVCAP.

Following the presentation there was a short discussion. The PC felt that MAVCAP, like its predecessor MCASP, is very Marlborough orientated. The PC did recognise the importance of the Marlborough Area Development Plan as one criterion for granting funding to PC projects is that the project must address of the priorities identified in the current development plan (2004 -2014).

4 Police Report

PCSO Mills

There was no report. It was noted that future police bulletins will be quarterly, with Facebook being used in between times. **Action: Clerk to respond hat most councilors are not Facebook users.**

- 5 The minutes of the council meeting held on July 19th 2010** were approved. Proposed G. Hawes; Seconded H. Lloyd.

6 Matters arising:

- a. Website.** A meeting has been held with David Leake to discuss potential changes to the village website. It is the intention to provide village organisations with the capability of updating their own web pages on the site. It is envisaged that maintenance of the site will be undertaken by a small group. Some people have been identified to help and the Parish Newsletter will contain a request for others who are interested to come forward. Initially all the work will be done voluntarily. A budget of a maximum of £2000 is available for software.
- b. Tree work on verge by Froxfield Road bridge.** Quotes are being obtained for tree work on the verge near the Froxfield Rd bridge to reduce the very large willow, and remove a second willow with a diseased trunk. These are adjacent to where the large willow came down in wind a month ago. The fallen /removed trees will be replaced. **Action: Clerk to inform near residents of proposed works.**

7 NEW CORRESPONDENCE FOR DISCUSSION

5341	02/08/10	WC	Grants available to improve countryside access. Given to S. Glass. A copy of this is on the PC notice board. The section of footpath near 2 Bridges needs repair. Action: S. Glass to follow up. The PC will look again at the possibility of establishing an off-road cycle track to Marlborough. Action: I. Ritchie to contact landowners.
5342	02/08/10	Mouchel	Attachments to street lighting columns and application for permission to attach item to lighting column. Given to S. Glass

5344	09/08/10	St John Ambulance	Request for grant. Given to S. Glass. Decision – the PC does not usually give grants to this type of organisation
5348	09/08/10	Mr Heron Watson	Phone call regarding surgery recycling arrangements. S. Glass has responded.
5356	09/08/10	G. Treherne	Request for Hoppers Lane footpath to be cleared. Passed to WC by G. Fearon
5359	09/08/10	WC	Request for dates of PC meetings as WC wishes to send a rep to discuss street naming. See also 5374. Responded – no presentation required, PC will respond to consultation. Action: Clerk to circulate to all councillors to add comments so PC can respond. Councillors can also respond individually
5360	09/08/10	WC	Unable to get spare road materials for work on Swans Bottom, but will ask Ramblers volunteer group to work on Hoppers Lane footpath. Action: S. Glass to contact WC as the Swans Bottom is deteriorating significantly.
5362	09/08/10	Cllr Humphries	Copy of paths improvement grant scheme. Forwarded to S. Glass & ROW committee
5363	09/08/10	Mr P. Kearns	Smart Water Property Marking kit – available to neighbourhood watch schemes. 10 is minimum order, but fewer than 10 in his area interested. Is PC organising anything centrally? Details given to I. Ritchie for Parish Newsletter
5365	09/08/10	Mrs P Furbisher	Phone call. Weeds blocking river. S. Glass has inspected and agreed PC will pay for clearance. Action: C. Morgan and S Glass to check remainder of hedge in Nature Reserve.
5365	09/08/10	Fyfield PC	Objecting to new format of notification of planning decisions. Further e-mails from 10 other PCs in support of Fyfield's view and 1 against. It was agreed that the new system has increased parish workloads. Action: Clerk to write to WC in support of the objectors.
5366	09/08/10	Jane Brunning	Youth transport initiative. Forwarded to S. Glass and Youth Committee. Actions.1. Clerk to put flyer on notice board. 2. Clerk to write again asking for clarification of role of young person they wish to involve.
5371	09/08/10	WC	Initial response to S. Glass's letter regarding traffic in Ramsbury
5374	09/08/10	WC	Street naming consultation – sent to S. Glass
5375	09/08/10	Wilts Police	Invitation to join Wilts Police Facebook group. Sent to all councillors. Neighbourhood Police bulletins to become quarterly.
5380	09/08/10	Mr & Mrs D. Bell	Copy of response in support of planning application E/10/0921/TCA – work. Given to G. Hawes
5386	09/08/10	RoSPA	Play area inspection to be carried out in Sept
5387	16/08/10	WC for MAB	Requesting information on allotment land lease in conjunction with their consideration of Allotment Association's grant application to MAB. S. Glass has spoken to WC. Action: S. Glass to respond that the PC has contributed to Allotment Association in terms of legal fees and time.
5390	16/08/10	Society of Local Clerks	Workshop for Clerks & Chairmen on managing common land, village greens and rights of way. Swindon 27 th Sept 10.00 – 4.00
5392	16/08/10	WC	Community Area transport Group. Small budget available for Area Boards to spend on schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling & public transport and improve traffic management. Asking for interested people to join Community Area Transport Group. 1st meeting Thurs Oct 7 th 2 – 5pm. Action: Any councillor interested to get details from clerk. It was suggested that when funds become available the PC should consider applying for funds for the cycle path to Marlborough and replacement bike racks adjacent to the Memorial Hall.
5393	16/08/10	Mr J Dennis	Will trim trees back on Newtown Road
5396	16/08/10	Mouchel Group	Re Christmas lights – cable must be a minimum of 5.8 metres above road. S. Glass reported that she has ordered an additional 100 lamps for the tree.
5397	16/08/10	Mouchel Group	Re Christmas lights – Okay for SEC to erect lights, but need to apply for 'Highway Projection Licence' first and provide copy of public liability insurance and details of electrical connection method.

5398	16/08/10	Mrs Z. Woolland	(Via S. Findlay) requesting grit boxes for road leading from B4192 up to Marridge Hill. Forwarded to S. Glass. Action: S. Glass to request additional boxes.
5399	16/08/10	PCSO Mills	Further info on accessing Neighbourhood Policing Team's Facebook page. Forwarded to all councillors
5403	16/08/10	MAVCAP	Jane Brunning – requesting name, address & email address of a young person to involve in Youth Transport Initiative, plus flyer. See no 5366 above.
5404	16/08/10	MAVCAP	Response to PC's e-mail requesting details of role and extent of commitment needed from young person "Flyer gives information PC requested" - it doesn't. She will use Facebook to disseminate info about initiative. See no 5366 above.

8 COMMITTEE REPORTS

A Planning

Chairman: George Hawes

Planning Applications Processed since August 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/10/0882/FUL	Erection of 2.3metre close boarded fence 9 The Paddocks Ramsbury. Mr C .G. Davies
PC Comment Wilts decision	No objection Awaited
E/10/0921/TCA	The removal of a large lime tree and a small beech tree at the property Burdett House, 10 Burdett Street, Ramsbury. Mrs A Sherman
PC Comment Wilts Decision	No objection Comment that this tree is prominent in the streetscape Awaited
E/10/0949/FUL	Demolition of existing stable/workshop, garage. New build car-port, garage, garden store with studio/store above, porch to back door The Tiled House, Marrison Hill, Nr Ramsbury. Mr John Hives
PC Comment Wilts decision	In circulation Awaited
E/10/0974/TCA	The removal of a blue cedar tree and a Scots pine tree at the property. The removal of the blue cedar tree is a renewal of a lapsed consent under previous notification K/58787/TR2 Westfield House, 19 Back Lane, Ramsbury. Mr Hiscock
PC Comment Wilts Decision	In circulation Awaited
E/10/0711/FUL	Single and two storey extensions 8 Kennet Rise, Axford. Mr William Wallace
PC Comment Wilts Decision	No objection granted
E/10/0756/FUL	Two storey front extension Meadows, Whittonditch Road, Ramsbury. Mr and Mrs Pope
PC Comment Wilts Decision	No objection Granted
E/10/0790/FUL	Construction of new hay barn and estate barn Howe Mill Estate, Ramsbury Sir Martyn Arbib
PC Comment Wilts Decision	No objection Awaited
E/10/0835/TCA	Works to trees at the property to consist of; the reduction of a holly tree by 5ft on the left side of the garden a reduction of 10ft from the top and sides of a willow tree, general trimming of yew trees to the boundary line on the right hand side of the garden and the pruning of an Acer at the top of the garden N>B removal of dead wood from shrubs as specified in the proposal is considered exempt works Stanley House, 24 Oxford Street, Ramsbury. Mr M Hayley

PC Comment Wilts Decision	No objection Granted
E/10/0844/TCA	Works to two fruit trees situated on the amenity land to the front of numbers 62-76 High Street Ramsbury to consist of: a 15% crown reduction of a plum tree plus lifting to 5.5 metres above the road and a 20% crown reduction of a junberry tree plus cutting back from the garden and property of no 62 along with lifting to 3.5 metres above the pathway. NB the removal of dead wood is considered exempt works Amenity land fronting 62-76 High Street, Ramsbury. Mr N Handley
PC Comment Wilts Decision	No objection. Suggest removal of both trees and the walled boundary to create extra parking spaces for Saxon Forge Awaited

B Finance**Chairman: Ian Ritchie**

2011/12 Budget. The letters have gone out to all but 2 of the village organisations being invited to make a grant application.

Actions: 1. E. Hodgson to check Mother & Toddlers contact and e-mail details to clerk. 2. Clerk to send out remaining letters. 3. I. Ritchie to arrange budget planning meeting.

Audit Plan. There is one final amendment to make after using the plan for the 1st time this year. **Actions: 1. E. Hodgson to update plan. 2. Clerk to put Audit Plan approval on September agenda.**

C Rights of way. No report

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

Disposal of Play Equipment by Ramsbury School. 4 of the 5 pieces of equipment have been successfully removed from the school and will be installed in PC play areas next week. The boat was not re-usable. The Probation Payback scheme is willing to undertake repainting of play equipment. **Action: S. Glass to contact Probation Service when the equipment is in place.**

E Emergency Committee**Chairman: Chris Morgan**

a. Emergency Exercise. This will take place on 7th October. **Action: Members of Emergency Committee to meet in the PC office in good time for a prompt 7.30 start.**

b. Keys for Memorial Hall & PC Office. Keys to the hall were given to S. Smith and keys to the office were given to members of the Emergency Committee.

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

a. Work on school & grounds. The hall and new class rooms are getting new floors and work is being done on the outside area during the holidays.

b. New teachers. One new teacher has finished preparing her classroom and the other will do so next week.

G Recreation Centre.**Chairman: George Hawes**

a. Bowls Club. The club had a very successful official opening on 31st July.

b. Street Fair. This fund-raise will take place on 11th September. The PC is to have a pitch and will feature information on a sustainable community including allotments, Flyer, oil purchasing scheme and the Ladies' Clothes Night. The Bell Tower will also be open.

H Policy Committee. Nothing to report

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

a. Charity Shop. This continues to do well. September 11th will be the 1st anniversary of its opening and there will be an event to celebrate in conjunction with the Street Fair.

b. Newsletter. A draft was presented to the meeting. **Action: All councillors to send comments and any additional articles to I. Ritchie by Friday 20th August.** The text will then need formatting and laying out for publication. In the past this has been done in conjunction with printing 700 copies for about £105 by a print shop in Marlborough. It was decided to try to produce it in-house this time. **Actions: 1. D. Barnett to layout. 2. Clerk/Chairman to photocopy. 3. H. Lloyd S Findlay and D. Barnett volunteered to fold and staple if necessary. 4. S. Glass to finalise distribution list.**

J Youth Committee**Chairman: Helen Lloyd**

The committee will meet in September to look at organising an event for teenagers.

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

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- a. **Newcomers' Welcome Party.** Mr. B. Tottenham said that the Amenity Group intends to hold a Welcome party on a Saturday in February in the Memorial Hall. **Action: T. McQue to give school half-term dates to B. Tottenham.** Mr Tottenham said he will write to all village organisations inviting them to have a pitch in the Memorial Hall. Set-up will be between 9 and 11am. The event will be open from 11-to 4 with teas provided.
- b. **Cycle track to Marlborough.** Mr B. Tottenham said he was sure all cyclists in the village would support this.
- c. **Grant from MAB to Amenity Group towards production of walking maps.** Mr. B. Tottenham asked if there had been any progress with this. S. Glass responded that an application would be submitted for the October meeting of MAB.

9 Axford.

- a. **Summer Fete.** This will take place on Saturday 21st August.
- b. **New Housing.** The work scheduled to begin on 12th July has not yet started.

10 Marlborough Area Board

The next meeting will take place on 31st August at West Kennet Hall, Lockeridge at 6.30 for 7.00D. Barnett and S. Glass, plus Sarah Wickham from the Allotment Association (which has submitted a grant application) will attend.

11 Parish Plan/Statement

- a. **Parish Statement.** An update to include responses from village organisations has been produced
- b. **Parish Survey.** This needs updating. **Actions: 1. D. Barnett and H. Lloyd to send their availability to S. Glass. 2. S. Glass to arrange a meeting to discuss.** As in the past, this survey will be delivered to residents in the parish. Residents will be asked to drop off completed surveys at the post office or PC office.

12 Allotments

Olwynne Goodrich

- a. **Progress.** The RAA have had a very successful growing season with no difficulties in terms of administration or neighbours. One plot-holder will give up his plot in December due to ill-health, but has been replaced from the waiting list. The Allotment Association attended the Summer Show and will be at the Street Fair in September to promote the waiting list and increase funds through the sale of excess produce & plants.
- b. **Fund-raising to put water on the site.** Grassroots have turned down a grant application on the basis that the Association has not been running a year, but are keeping the application on file for their main grant programme in October. WC (on behalf of MAB) has suggested the Association reduces its grant application to MAB to around £400 and requests matched funds from the Parish Council. (See item 7 no5387 and item 10.). Further grant applications are being prepared.
- c. **Water Tank.** The Association and PC are investigating options for delivering the free tank offer by Clive Glass. It needs to be collected from Chichester and delivered to the site by a short low loader with a hoist.

13 Nature Reserve.

Chris Morgan

The grass is being cut as necessary.

14 Kennet Triangle at 2 Bridges, Mill Lane.

Awaiting response from ARK who wish to have a tree expert to look at the trees as some have come down and need assessing.

15 Telephone Kiosks.

- a. **Whittonditch Road Kiosk.** Mr S. Alder has volunteered to paint the Whittonditch Kiosk under a scheme run by his employer, SEC. **Actions: S. Glass to provide paint.**
- b. **Both Kiosks.** **Action: G. Fearon to meet C. Glass to discuss internal fittings.**

16 First Responders & Community Heartbeat.

No further information to discuss.

17 PC Newsletter Delivery Schedule.

See item 8.H.b.

18 Walking Maps.

See item Public Forum, Item c above.

19 Community bus.

Chris Morgan

CRB checking of Drivers. CRB checking for drivers is needed if the Flyer is to be used for transport to youth events. Drivers cannot use CRB checks provided for other organisations to drive the Flyer. **Action: 1. C. Morgan to ask C. Helmer of Link and the Flyer if his authority to carry out CRB checks for Link can extend to the Flyer. 2. C. Morgan to put CRB checking on agenda of next Flyer meeting.** C. Morgan pointed out that implementing CRB checking for drivers would necessitate having complaints and appeals procedures.

20 Parish Stewards & Streetscene Cleaning.

Nothing to report

21 Vandalism.**a. Vandalism. No acts of vandalism have been reported this month.**

- b. New Neighbourhood Watch Scheme.** G. Rissone reported that there is a proposed new group in Union Street. A PCSO has arranged a meeting at the Crown and Anchor for those residents in Union Street keen on joining. *Update following meeting: This has been postponed indefinitely because the PCSO has been switched to another event. Meantime, he has provided briefing packs which have been delivered to residents by the prospective Coordinator. A planning application to seek approval for the fixing of Neighbourhood Watch signs at the ends of the street is in preparation.*

22 Memorial Hall.

- a. Improvements.** The Trustees are investigating purchasing a dish/glass washer and installing a roof over part of the courtyard.
- b. Lettings.** Ballet is no longer using the hall as much, but new groups such as Pilates are renting it.

23 Oral History.

- a. Preparation of scripts for publication.** The 2 people who have been working on the scripts have agreed to continue after a summer break. **Action: Clerk to provide scripts**
- b. Copying the disks for the Archives.** An article has been submitted to the parish mag and Sustainable Communities Newsletter asking for help in preparing the disks for the archive.

24 Street Lighting. Nothing to report.**25 Public Conveniences.**

Hot tap in disabled toilet. Hot taps have been removed from all disabled public conveniences in the county.

26 Accounts for Payment

I1494	WC - Rates on public conveniences (DD1)	75.00			No
I1495	British Gas - Electricity for Public Conveniences. (DD2) (5% VAT)	35.00		1.75	No
I1496	PlusNet - Broadband Service. (DD4) (17.5% VAT)	9.99		1.49	No
I1497	Thames Water - Water rates for Public Conveniences from Feb 2010 (DD6)	35.27		0	No
I1498	S. Arnold - 2 books 2 nd class stamps and 1 pack envelopes	9.78		0	No
I1499	D. Arnold - from Dell 3 black & 1 colour ink cartridges for printer	101.39		15.10	No
I1500	IWS - public conveniences tank inspections	33.78		5.03	No
I1501	Clear Copying Company Lt - Cost per copy charge fir 30 th April - 30 th July	35.25		5.25	No
I1502	Midway Stores - newspapers for Library w/e24/07/10 - 14/08/10	6.20		0	No
I1503	BT - Telephone (DD3) - due 22/08/10	66.01		9.38	No
I1504	D. Hawkins - Clearing debris from weir in Millstream	100.00		0	No
I1505	S. Glass - keys for office (5 sets)	22.50		3.35	No
I1506	S. Glass - water for boundary walk	9.00		0	No

Total Payments: £539.17 Proposed -I. Ritchie, seconded E. Hodgson. Approved.

27 Payments Received

R153	WC - Community Cleansing Grant	150.00	02/08/10	Cheque	
R154	Alliance & Leicester. Interest on instant reserve account July 1 st - 31 st due for payment 16 th Aug 2010	2.04	16/08/10	Direct Transfer	

TOTAL PAYMENTS RECEIVED = £152.04

28 Bank Balance on 01/08/10 CURRENT ACCOUNT: - £6,433.96
on 05/08/10 COMMUNITY RESERVE ACCOUNT - £20,032.36

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DATE OF NEXT MONTHLY COUNCIL MEETING

MONDAY 20th SEPTEMBER

at 7.45pm in

RAMSBURY MEMORIAL HALL

ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC

YOU WILL BE VERY WELCOME - PLEASE COME