

COLLINGBOURNE DUCIS PARISH COUNCIL

**MINUTES OF MEETING HELD IN COLLINGBOURNE PRIMARY SCHOOL
ON THURSDAY 1 NOVEMBER 2012 AT 7.30pm**

Present: Cllr M Cox (Chairman), Cllr A Ahl (Vice Chairman), Cllr N Williams, Cllr Dean and Cllr Haverson.

In Attendance: Mr P Gill (Clerk) and PC M Bayliss.

1. **Apologies:** Cllr M Catton and Wiltshire County Cllr C Howard
Absent: Cllr J Mason.
2. **Chairman's announcements:** The Chairman announced the following:
The date of the WALC AGM has been changed to Monday 3 December 2012.
Wilts publications on The community right to buy & Emergency planning.
3. **Minutes of last meeting:**
The minutes of the Council Meeting held on 6 September 2012 having been previously circulated were agreed as a true record.
Proposed by Cllr Williams seconded by Cllr Ahl **Agreed nem con**
31.12 Matters arising. None not on this agenda
4. **Declarations of Interest:** All Members less Cllr J Mason confirmed that they had completed the registration of their Disclosable Pecuniary Interests. As a result Cllr Mason is ineligible to act as a Cllr until such times as he has registered his interests.
None of the Members made declarations of interest for this agenda.
5. **32.12 Policing Issues:** PC M Bayliss reported on a number of incidents the most significant of which were a number of farm outbuildings had been broken into, poachers seen on the Everleigh Road, Road Bikes in Everleigh Woods, theft of £600 worth of saddles, a joint patrol with HM Revenue & Customs resulting in the arrest of an individual who was fined £500 for the theft of Red Diesel.
6. **Adjournment for public comments/questions: 7.45pm.**
No questions asked. However, the Chairman read out a report submitted by Wilts Cllr Howard a synopsis of which follows:
Police and Crime Commissioner Elections. On 22nd November the Wiltshire Police Authority will be replaced by an elected Police and Crime Commissioner (PCC). The work of the PCC in Wiltshire will be scrutinised by a new Police and Crime Panel (PCP) which will be made up from ten elected Councillors from Wiltshire Council and from Swindon Borough Council.
The election for the new Police and Crime Commissioner will take place on Thursday 15th November, and will be a full scale election with Polling Stations open at the same locations as for a General and Local Authority Elections.
Tidworth Area Board. The Tidworth Area Board met at Ludgershall on 17th September. Among the items on the agenda were: The Housing Review being carried out by Wiltshire Council. A presentation about the Police and Crime Commissioner. The next meeting of the Tidworth Area Board will be at 7 pm on Monday 19th November at the Phoenix Hall, Netheravon.
Wiltshire Council Offices. The reorganisation of the Council Offices has made further progress, as follows: Council office at Browfort, Devizes closed at the end of September and has been replaced by much smaller offices at Snuff Street, SN10 1FG near the centre of Devizes. I strongly recommend that anyone wishing to use the services available there should make an appointment before going there. The number is 0300 456 0100. The refurbishment of County Hall at Trowbridge continues. The Council offices at Bradley Road, Trowbridge closed at the end of October.
The meeting reconvened at 7.50.

7. **33.12 Finance Report:**

The Clerk presented the Income and Expenditure report along with Bank Reconciliations produced from the accounts package and the latest bank statements.

The following cheques were noted and/or presented for authorisation as per approved contracts or IAW Standing Orders:

Mick The Print (Public Meeting Flyers) £66.00
Playsafety Ltd (Play Area inspections) £158.40
Mr P Gill (Salary & Expenses) £567.08
HM Revenue & Customs (Tax & NI) £141.60

Proposed by Cllr Cox seconded by Cllr Williams that the report as presented be accepted and the cheques as presented be noted or authorised. **Agreed nem con**

Collingbourne Primary School Council. Having considered a request for a grant at the previous meetings the Members had expressed their agreement in principle to make a grant but needed more information before they could make a firm decision. As directed the Clerk wrote to the school asking for more detail and suggested to the school that they may wish to consider approaching Collingbourne Kingston PC for a grant. As to date no reply has been received Members agreed to take no further action on this item.

Play equipment. Cllr Ahl reported that he had been unable to take this item forward and Members agreed to defer the item to the FY 13/14

Jubilee Sign. The Clerk reported that he had received a quote for £540.00 for the full refurbishment of the sign. Having considered the quote the Members confirmed that the only previously authorised partial refurbishment was to take place. **Action: Clerk**

Precept. Members noted the receipt of 2nd half of Precept.

Budget FY 13/14. Members noted the requirement to present FY 13/14 Budget and Precept recommendation for consideration at PC meeting in January 2013 and directed Cllr Cox to prepare a draft budget and corresponding Precept recommendation for FY13/14. **Action Cllr Cox**

8. **34.12 Planning Report:** Cllr Ahl presented the planning report.

E/2012/1113/TCA. Fell one Silver Birch tree at Clarence Villa Ludgershall Road Collingbourne Ducis, SN8 3EJ. Having previously considered the application Members had raised no comments and had directed the Clerk to respond IAW with his delegated powers and to defer to the officers at Wiltshire Council.

E/2012/1144/FUL. Demolish single storey side extension and erection of a two storey rear extension at Little Orchard Cadley Road Collingbourne Ducis Marlborough Wilts SN8 3EA. Having previously considered the application Members had raised no comments and had directed the Clerk to respond IAW with his delegated powers and to defer to the officers at Wiltshire Council.

E/2012/1165/FUL – Extension of time limit for existing planning permission E/10/0320/FUL for the erection of new dwelling at 106 Cadley Road Collingbourne Ducis SN8 3EA. Having previously considered the application Members raised the comment that although the council did not object last time since then, the 24 homes in Riverbourne Fields have been built, as has a house behind Roxana, two big houses at Arvid and two at Acorns, plus lots of extensions etc in this part of Cadley Road alone and directed the Clerk to respond to Wiltshire Council. **Action: Clerk**

9. **35.12 Property Report:**

Play Areas. Having received and consider annual inspection reports. Members directed the Clerk to get quotes for the repairs and to seek clarification on the high risk levels & risk scores awarded to the Skate Park items. **Action: Clerk**

Teen Shelter. Cllr Ahl confirmed that the cost of repairs would be in the region of £50.00 + VAT. Members agreed that this was acceptable and authorised Cllr Ahl to carry out the repairs.

Proposed by Cllr Cox seconded by Cllr Haverson. **Agreed nem con**
Action: Cllr Ahl

10. **36.12 Highway Matters:**

Cllr Haverson reported that work is about to start on the realignment of traffic calming measure at the junction of Cadley Road and Sunton. He is still in discussions with Wilts County regarding the unrepaired section of the Kingston/Collingbourne footpath. Wheelie bins put out on the pavement continue to obstruct the footpath and the promised survey is to be carried out as soon Cllr Haverson is able to conduct it. Cllr Williams informed Members that a large branch is still obstructing the River Bourne in the vicinity of Rook Cottage and Members directed the Clerk to check the current situation and if necessary to write to the residents requesting removal of the branch.

Action: Clerk

11. **Public Meeting.** Cllr Ahl informed Members that a Public Meeting had been held on Thursday 11 October and presented the following report: Mrs Fiona Dean attended the Collingbourne Ducis Parish Council (CDPC) meeting on Thu 6 Sep 12, as a member of the public, at which she outlined her proposal for a signal controlled pedestrian crossing in the centre of the village. Having considered the proposal from Mrs Dean, CDPC asked that a community survey be conducted to gauge support and decided that a village meeting should be held to answer questions and hear objections/alternative proposals from the public. Mrs Dean also was invited to join CDPC as a co-opted member, which she accepted. A village meeting was subsequently held on Thu 11 Oct 12. The meeting was co-chaired by Cllrs Ahl and Dean and was attended by more than 40 residents of Collingbourne Ducis. Wiltshire Council was not represented at this meeting due to a diary clash. Cllr Ahl opened the meeting and set the scene and then Cllr Dean outlined the crossing proposal along with the justifications. Cllr Ahl then outlined the process that would need to be followed, the likely costs and the way forwards with the proposal. Numerous questions from the public were fielded, most were answered on the evening but some will have to be taken forward with Wiltshire Council. The proposal that has been tabled is for the installation of a signal controlled crossing in the centre of the village, with the primary purpose being to increase safety for pedestrians. The proposed crossing location is adjacent to the shop as this would serve footfall to the shop, the school, the recreation ground and the bus stops; the proposed location will however be subject to review by Wiltshire. Wiltshire policy is to install a 'Puffin' signal controlled crossing where the installation of such is justified by traffic volume/density /speed as well as by pedestrian footfall; such a crossing can be expected to cost in the region of £35,000 - £50,000.

Overall, Cllr Dean's proposal was received extremely well by the community. This was evident both through the vocal support received during the village meeting and also through the community survey. Of those that responded to the survey, 98% were in support of the crossing proposal, with only two objections having been received to date. Lots of interest was also expressed in pursuing a range of other measures to reduce traffic speed and volumes, along the A338 in particular. Volunteers have been identified to re-form the Collingbourne Ducis Speed Watch group and/or form a Collingbourne Ducis A338 action group. These initiatives will be taken forward separately from the proposal for a crossing but will of course assist in improving pedestrian safety. Following a report to CDPC on Thu 1 Nov, Cllrs Ahl and Dean will now draft a proposal for consideration by Wiltshire Council. A further report to CDPC will be provided at the next parish council meeting. **The Members thanked Cllrs Ahl and Dean for facilitating the meeting and authorised them to consult with Wilts County Cllr Howard and others to develop a formal proposal for a controlled crossing on the A338 at London Road and to bring it to the CDPC for endorsement. Moreover, they were authorised to follow up the expressions of interest received at the public meeting by helping facilitate the re-establishment of the Speedwatch Scheme and a local A338 Working Group, including the preparation of any necessary preliminary publicity material. However no Parish Council funds are to be committed without prior approval from CDPC.**
Proposed by Cllr Cox seconded by Cllr Williams **Action: Cllrs Ahl & Dean**

12. **37.12 General Matters:**

Thematic Groups. Cllr Haverson reported that the Social Care Group had met on 2 November 2012 and that the main topic of discussion had been the lack of ambulances and crews which has increased response times beyond that which is acceptable.

A meeting of the Youth and Young Persons Thematic Group is scheduled for 13th November.

Other groups are not functioning or functioning to a limited degree and Members directed the Clerk to contact Mr T Pickernell at TCAP with a view to him producing an information poster for display on the Council's Notice Board.

Action: Clerk

Details of these groups can be found on the website at <http://www.tidworthcommunityarea.info/>

Flood Plan & Wardens. Having considered the revision of the Flood Plan and appointment of Wardens Members noted that the flood plan was reasonably up to date. Cllr Cox informed Members that Mr Still of the two Flood Wardens has left the village and before leaving he had passed a large electric water pump and a folder to him. Cllr Cox has no space to store the pump and asked Members to take note of this. As Mr S Gilford is now the only Flood Warden Cllr Ahl agreed to seek out and speak to potential candidates for the vacant position.

Action: Cllr Ahl

Cllr Cox also noted that following the demise of the Great Mere group he currently holds the petrol trimmers etc belonging to the parish council and does not have space for these either.

13. **38.12 Co-option of Councillors:** There are now four vacancies as a result of resignations and anyone interested in becoming a councillor should contact the Parish Clerk for details
14. **Date of Next Meeting:** The date of the next meeting was confirmed as Thursday 3 January 2013 at 7.30 pm.

The meeting closed at 20.55 pm.