

COLLINGBOURNE DUCIS PARISH COUNCIL

**MINUTES OF MEETING HELD IN COLLINGBOURNE PRIMARY SCHOOL
ON WEDNESDAY 1 SEPTEMBER 2010 AT 7.45pm**

Present: Cllr M Cox (Chairman), Cllr G Chandler (Vice chairman), Cllr K Pickis and Cllr P Risborough,

In Attendance: Mr P Gill (Clerk) and PCSO P Royston.

1. **Apologies:** Cllr B Crompton Cllr A Jones, Cllr N Williams. Cllr K Rossiter and Wiltshire County Cllr C Howard.

Absent: Cllr B Bale.

2. **Chairman's announcements:** The Chairman drew attention to the following:
Demise of the Wiltshire Safety Partnership
Thank you letter from St John Ambulance.
Letter from the Courier regarding the Freedom of Information Act.
Letter from Wiltshire Council regarding the planned improvements to the A324/346 junction.

3. **Minutes of last meeting:**

The minutes of the Meeting of the Parish Council held on 29 July 2010 having been previously circulated were agreed as a true record.

Proposed by Cllr Cox seconded by Cllr Chandler.

Agreed nem con

23.10 Matters arising. None that do not appear on the agenda.

4. **Declarations of Interest:** None declared.

5. **24.10 Policing Issues:** PCSO Royston reported on the recorded crimes that had taken place over the last two months the most significant of which were theft of Red Diesel, 2 thefts from vehicles, a hare coursing incident resulting in 3 arrests and serious road traffic collision. It was agreed that Cllr Chandler would take the lead on the formation of a Speed Watch working group to include residents and the Police.

6. **Adjournment for public comments/questions: 7.55pm.**

The meeting reconvened at 7.56pm

7. **25.10 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:

Mr P Gill (Verio Domain Name) £7.08

St John's Ambulance donation - £150

Bawden Ltd (Grass Cutting) (IV 7161) £476.76

RBS Solutions – (Acct Support) £104.85

Mazars (Audit Fees) £334.88

1st Clean Svs (Bus shelters May & Aug) £47.00

Mr J Halfon (Litter Contract - Aug) - £180.00

Mr P Gill (Salary & Expenses) £1351.00

Proposed by Cllr Risborough seconded by Cllr Pickis that the report as presented be accepted and the cheques as presented be noted or authorised.

Agreed nem con

Audit. The members noted the minor comments made by the external auditor and directed the Clerk to comply with the comments in future years. The Members also noted that the Statutory Notice of Electors Rights had been posted on 14 August 2010.

Recreation Ground Hire.

The Clerk reported that Collingbourne School has confirmed that it is yet to pay their invoice for FY 10/11 which he sent out on 30 July 2010 and intend to make the payment in the very near future. **Action: Clerk**

8. **26.10 Planning Report:** In the absence of Cllr Williams the Chairman presented the planning report (Copy attached and to be displayed on the notice board).

E/10/0935/Ful. Alterations to layout of previously approved plan. Addition of orangery at Rectory Cottage, Church Street, Collingbourne Ducis, Wilts, SN8 3E for Mr & Mrs Wrightson. Having considered the report the Members agreed to defer to the decision of the planning Officers at Wiltshire Council

E/10/0984/TCA. Works to trees and hedging at the front of the site, situated towards the roadside boundary, to consist of; the reduction in height of two sections of Leyland Cypress hedging to previous points. The felling to ground level of a sycamore tree and the crown reduction by 30% of three silver birch trees at Bourne Works High Street Collingbourne Ducis, Marlborough, Wiltshire, SN8 3EQ. Having considered the application the Members raised no objections and directed the Clerk to respond IAW with his delegated powers.

E/10/01038/LBC. Removal of paint from internal wall surfaces in north wing extension at Chestnuts House, 55 High Street, CD SN8 3EQ for Mrs G Minoudis. Having considered the application the Members raised no objections and directed the Clerk to respond IAW with his delegated powers.

E/10/1117/FUL. Retention of the existing transmitting station permitted under application reference K1035341 comprising a 20m lattice steel tower supporting antenna arrays with associated ground base equipment cabinets at Arqiva Transmitting Station, Hazelberry Plantation, CD, SN8 3SG for Ariva Limited. Having considered the application the Members raised no objections and directed the Clerk to respond IAW with his delegated powers.

Proposed by Cllr Cox, seconded by Cllr Pickis that the report be accepted.

**Agreed nem con
Action: Clerk**

9. **27.10 Property Report:**

Grass Cutting Contract. The Members noted that the current contract is due to end in March 2011 and after receiving verbal reports from Cllrs Cox & Chandler agreed that the current schedule remained fit for purpose. Members also agreed that tenderers should tender prices for each of three alternative options, being:

- 1.) for the whole schedule as written
- 2.) for the schedule with the burial ground and war memorial green omitted in order that these could potentially be let as a separate contract and
- 3.) for the whole schedule but with the recreation ground cut every two weeks during the summer season instead of weekly.

It was further agreed that Cllr Cox draw up a draft tender letter and a list of contractors to be invited to tender after which the Clerk was to arrange for invitations to tender be sent out. Returned sealed tenders to be with the Clerk by noon on Monday 18th October in order that Cllrs Cox and Chandler can compile a summary of tenders for presentation at the next meeting.

Proposed by Cllr Chandler seconded by Cllr Risborough.

**Agreed nem con
Action: Cllrs Cox & Chandler**

Recycling skips: Skip lorry for plastic & cardboard waste will be at Everleigh Road on Wednesday 27 October 2010 between 10.00am & 12.30pm. A full list of future dates has been posted on www.collingbourne-ducis.com.

Recreation Ground: The Chairman confirmed that the removal of the damaged concrete bench was in hand. The Members deferred the purchasing of a replacement bench as it may not be required.

Cllr Chandler confirmed that he had instructed Mr R Marsh to conduct the repair to the shed.

Cllr Chandler had been advised by Mr Marsh that it would be impractical to level the goalmouths other than by turfing which is inappropriate at the start of the football season. Having considered the advice Members agreed to no further action at this time and that the situation should be reviewed in March 2011. It was further agreed to defer weed control spraying until the same date.

Proposed by Cllr Chandler seconded by Cllr Pickis

**Agreed nem con
Action: Cllr Chandler**

10. **28.109 Highway Matters:**

WC Parish Steward Scheme. The date of visits will no longer be published as the Steward will now operate on a "find & fix" basis; however Cllr Bale or any other Cllr should be notified of any work needed in the parish as soon as possible and villagers should also inform Wiltshire Council via CLARENCE on 0800 232323.

Action: Cllr Bale

30MPH Wheelie Bin Stickers. The Clerk reported that he more stickers for sale at a cost of £0.50 per sticker.

11. **29.10 General Matters:**
Village Show. The Clerk confirmed to Members that he seen satisfactory evidence that the show organisers had appropriate and adequate insurance in place and that he had been assured by Mr R East that all those using the Recreation Ground under the auspices of the show organisers had appropriate and adequate insurance.
12. **30.10 Co-option of Councillors:** Two vacancies exist as a result of the resignations and anyone interested in becoming a councillor should contact the Parish Clerk for details.
13. **Date of Next Meeting:** The date of the next meeting was confirmed as 4th November at 7.30 pm. The meeting closed at 20.50pm.