

COLLINGBOURNE DUCIS PARISH COUNCIL

**MINUTES OF MEETING HELD IN COLLINGBOURNE PRIMARY SCHOOL
ON THURSDAY 1 SEPTEMBER 2011 AT 7.30pm**

Present: Cllr M Cox (Chairman), Cllr G Chandler (Vice chairman), Cllr R Haverson,

In Attendance: Mr P Gill (Clerk), Wiltshire County Cllr C Howard and PC M Bayliss, Mr Adrian Ahl

Apologies: Cllr M Catton and Cllr N Williams.

Absent: Cllr A Jones and Cllr K Pickis.

1. **Chairman's announcements:** The Chairman drew attention to the following;
Alternative Sports Programme is to be run by Wiltshire Youth services on the recreation ground over the October Half Term. Details to be confirmed.
Village show takes place on 10 September.
TCAP meeting on 9 September.
TAB meeting on 19 September.
Village Flood Plan is being revised in slow time by Cllr Cox.
The movement of the goal posts by 1 metre to enable pitch repairs is in hand.
A338 has planned closures from mid-September
3. **Minutes of last meeting:**
The minutes of the Meeting of the Parish Council held on 8 August 2011 having been previously circulated were agreed as a true record.
Proposed by Cllr Cox seconded by Cllr Chandler. **Agreed nem con**
28.11 Matters arising. None that do not appear on the agenda.
4. **Declarations of Interest:** Cllr Cox declared a pecuniary interest in item 30.11 the retrospective waiving of the fees for the use of the Recreation Ground on 17 July 11 for Archery.
5. **29.11 Policing Issues:** PC M Bayliss reported on the recorded crimes that had taken place over the last two months the most significant of which were 3 reports of hare coursing in the local area and theft of a complete exhaust from a van parked Cadley Road Industrial Estate. He also noted that the Teen shelter had been damaged.
The Chairman thanked PC Bayliss for attending.
6. **Adjournment for public comments/questions: 7.45m.** Although no Members of the Public were present The Chairman informed members that he had received two complaints from parishioners about the high cost of the replacement notice board. **Members noted the complaints.**
The meeting reconvened at 7.47pm
7. **30.11 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:
RBS Software (Accounts Package) £118.00
Mr P Gill (Verio Internet by CC) £7.08
Mazars (Audit fees) £162.00
Mr P Gill (Salary & Expenses Jun – Sep less Tax) £1146.81
HM Revenue & Customs (Tax) £287.20
Proposed by Cllr Cox seconded by Cllr Chandler that the report as presented be accepted and the cheques as presented be noted or authorised. **Agreed nem con**
Courier. Having considered a request for financial support in pursuance of a Village Diary Members agreed to not offer financial support.
Proposed by Cllr Cox seconded by Cllr Haverson **Agreed nem con**

Fees. Cllr Cox having declared a pecuniary interest in the waving of fees for 15 July the meeting was then inquarte and as a result the item was deferred to the next meeting.

TCAP. Having considered a request for funding in support of the TCAP Co-ordinator Post, Members agreed to not offer financial support.

Action: Clerk

Proposed by Cllr Chandler seconded by Cllr Haverson

Agreed nem con

Audit. The members noted the nil comments made by the external auditor. The Members also noted that the Statutory Notice of Electors Rights had been posted on 14 August 2011.

8. **31.11 Planning Report:** In the absence of Cllr Williams the Chairman presented the planning report E/2011/1109/FUL. Erection of a utility building to provide replacement stable lads accommodation, office and reception area with associated parking and landscaping at Herridge Racing Stables, Herridge, Collingbourne Ducis Marlborough, Wiltshire SN8 3EG. Having considered the application Members agreed to comment on the fact that most of the Indian stable lads referred to in the planning application were on the Electoral Roll which seemed to contradict the application detail describing them as only being employed on short term visa arrangements, so that permission should specifically be for temporary accommodation use and not permanent use.
- Action: Clerk**
- E/2011/1113/FUL. Erection of replacement dwelling with associated parking and landscaping at Herridge Racing Stables, Herridge, Collingbourne Ducis, Wiltshire, SN8 3EG. Having considered the application Members agreed to not make any comment and to defer to the decision of Wiltshire Planning Officers.
- Proposed by Cllr Cox, seconded by Cllr Chandler that the report be accepted.** **Agreed nem con**
Action: Clerk
9. **32.11 Property Report:**
- Notice Board.** The Clerk reported that the Insurance Company had given authority for the purchase of a replacement Notice Board as per the £2,339 + VAT quote agreed at the previous meeting less a £100 excess as per the policy. The Members directed the Clerk to place the order.
- Proposed by Cllr Cox seconded by Cllr Chandler** **Agreed nem con**
Action: Clerk
- Teen Shelter.** The Chairman reported that the damage done amounted to the removal of a number of side panels and damage to the light fitting. Organising repairs is in hand. After a discussion on the viability of CCTV coverage Cllrs Cox and Haverson agreed to investigate its possible provision further.
- Action: Cllrs Cox & Haverson**
- Recycling skips:** Members noted that these Skips will no longer be provided by Wiltshire Council and would remind Villagers to visit www.wiltshire.gov.uk or call 0300 456 0102 for further details of the new recycling service which due to start in October/November this year.
10. **33.11 Highway Matters:**
- Cllr Haverson reported that he received no reports of work needed in the Parish. However Wiltshire Council's Contractors have been active in the Parish, in particular along the A338. Furthermore, he is in the process of arranging a site meeting with Wiltshire Council's Highway Engineer, Graham Axtell.
- Action: Cllr Haverson**
- 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 Haverson 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 Haverson**
11. **34.11 General Matters:**
- Diamond Jubilee.** Having considered which type of events/celebrations on the recreation ground would be most appropriate Members agreed to let Cllr Cox investigate the options and report back to the next meeting. Noted that a holding booking of 2nd June had been made for the recreation ground
- Action: Cllr Cox**
- Thematic Groups.** Cllr Haverson reported that none of the groups had met in August. The Community Area Safety Committee will meet on 7th September and dates for the next meetings of the Communications Working Group and the Health and Social Care Group are awaited. If anyone has something which they would like brought to any of these Groups, please contact Cllr Haverson.
- Cllr Training.** Having considered a request that new Councillors attend a New Councillor

Course Members agreed that all new Councillors should attend this training, that Cllr Haverson book himself onto the first available course and that the cost of the course and all directly attributable expenses incurred by Cllr Haverson be met by the Council.

Proposed by Cllr Cox seconded by Cllr Chandler

agreed nem con

Action: Cllr Haverson

Refuse Collection. Cllr Haverson tabled a short written report on the subject of wheelibins and recycling boxes obstructing footpaths and the highway on collection days and the possible exacerbation of the problem when the new recycling arrangements come into force. Having considered the report Members agreed to pass the report to Wiltshire Council for comment.

Action: Clerk

TCAP. Cllr Chandler gave an overview of matters of interest arising from the last TAB meeting including the location of the new Waste Site which is still on-going, the purchase of four new speed guns and that their deployment will be decided by the local police, a new 20mph speed limit may be imposed locally in 2013/2014 and grants to help celebrate the Queen's Diamond Jubilee are available to local groups and Parishes but bids must be coordinated by and be made through the Parish Councils.

12. **35.11 Co-option of Councillors:** Having met the statutory (LGA 1972 Sect 79 & 80) eligibility requirements Adrian Ahl was co-opted as a Member of the Council. Ahl signed the Declaration of Acceptance of Office (LGA 1972 Sect 83). The Chairman welcomed Cllr Ahl to the Council and the Clerk informed Cllr Ahl that he must complete the Members Register of Interests Form and send it to Wiltshire Council within 28 days. Moreover, Members asked that Cllr Ahl should book himself onto the first available course with the cost of the course and all directly attributable expenses incurred by Cllr Ahl being met by the Council.

Three vacancies remain as a result of resignations and anyone interested in becoming a councillor should contact the Parish Clerk for details.

Proposed by Cllr Cox seconded by Cllr Chandler

Agreed nem con

Action: Cllr Ahl & Clerk

13. **Date of Next Meeting:** The date of the next meeting was confirmed as 3rd November at 7.30 pm. The meeting closed at 20.55pm.