

COLLINGBOURNE DUCIS PARISH COUNCIL

**MINUTES OF MEETING HELD IN COLLINGBOURNE PRIMARY SCHOOL
ON THURSDAY 2nd APRIL 2009 AT 7.30pm**

Present: Cllr M Cox (Chairman), Cllr B Bale, Cllr G Chandler, Cllr B Crompton, Cllr A Jones, Cllr N Whinton and Cllr N Williams.

In Attendance: Mr P Gill Clerk and one Member of the Public.

1. **Apologies:** Cllr K Pickis, Cllr P Risborough, Cllr K Rossiter, WCC Cllr R Hall and Sgt M Freeman.

2. **Chairman's announcements:**

Wilts County notice requesting ideas for change.

WALC March Newsletter – New Councillors Training days, and Cemetery Administrator course.

Qinetiq – Consultation on establishment of segregated airspace – Initial feedback document can be viewed at www.qinetiq.com/airspace

Age Concern letter announcing “Age No Barrier” week as 20th - 26th June 2009.

Members agreed that the Clerk should attend the Cemetery Administrator Course.

Action: Clerk

3. **Minutes of last meeting:**

The minutes of the Meeting of the Parish Council held on 5th March 2009 having been previously circulated were agreed as a true record.

Proposed by Cllr Bale, seconded by Cllr Whinton.

2 Abstentions

115.08 Matters arising

Litter Bins. Cllr Chandler has arranged for the new bins to be fitted and for old bins to be refurbished.

Best Kept Village application forms have been submitted.

4. **Declarations of Interest:** Cllrs Cox and Whinton declared an interest in planning application E/09/0235/FUL. Cllr Bale declared an interest in planning application E/09/0323/TCA. Cllr Cox declared an interest in the request from St Andrew's PCC for a donation to be considered under item 118.08. Cllr Crompton declared an interest in the quotes to be considered under item 119.08 in that the Blue Lion Pub was considering supplying and maintaining hanging baskets on the green opposite the pub.

5. **116.08 Policing Issues:** No report offered.

6. **Adjournment for public comments/questions: 7.45pm**

The meeting reconvened at 7.46 pm

7. **117.08 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 presented for authorisation:

1104 – Link Scheme – Donation £200.00

1105 – Bawden's (Grass Cutting) £466.61

1106 – Mr P Gill (Stamps) - £6.48

1107 – Southern Electric - £25.70

1108 - Mr P Gill (Spray paint) - £9.90

1109 - Bawden's (Grass Cutting) £466.61

Proposed by Cllr Cox seconded by Cllr Williams that the report as presented be accepted and the cheques as presented be noted and authorised.

Agreed nem con

The Members confirmed Mr J Robinson as the internal Auditor and thanked him for his continued support.

Action: Clerk

The Members invited the St Andrew's PCC representative to address them on the application for a grant to assist in the construction of a simple WC with facilities for the disabled that had been circulated to Members with the

agenda. Having taken note of the representative's address and having considered in some depth the application Members agreed (IAW LGA 1972 Sect 144 & 145) to make a grant of £5K with following provisos:
That 50% of the grant would be payable on the gaining of faculty/planning permission.
That the remaining 50% be paid on architects certifying practical completion.
That the WC be practically complete by April 2013.
Proposed by Cllr Bale and seconded by Cllr Crompton.

1 Abstention
Action: Clerk

8. **118.08 Planning Report.**

Cllr Whinton presented the planning report (copy attached and to be displayed on the notice board).
E/09/0231/TPO: Works to copper beech tree to comprise removal of two branches and pruning of one branch overhanging paddock to south of Ref Roofs, Marlborough Road, Sunton, Collingbourne Ducis SN8 3DZ for Mr. K.Isherwood. Having considered the application Members agreed that their view had not changed since the previous application (K/59955/TR2) and directed the Clerk to inform WC to this effect. **Action: Clerk**
E/09/0235/FUL: Demolition of existing bungalow and erection of 2 dwelling houses and 2 detached single garages at Acorns, Cadley Road SN8 3EA for Redhorn Homes Ltd . Having considered the application Members agreed to object to on the grounds of the mass of the buildings and the road safety issues, and directed the Clerk to inform Wiltshire Council to this effect. **Action: Clerk**
E/09/0323/TCA: Works to tress in front of property consisting of reduction of 3 sycamore trees by approximately 35% with crown shaping at Old Lime Farm , High Street SN8 3EQ for Mrs M Pim. Having considered the application agreed not raise any comment and to defer to the Officers at Wiltshire Council. **Action: Clerk**
E/09/0318/TCA: Works to trees in rear garden of property to consist; felling of 15 leyland cypress trees and 4 sycamore trees and the pollarding of one ash tree which is situated in the neighbouring garden, at The Hermitage, Church Street, SN8 3EL for Mr & Mrs K. Rogers. The Members having considered the application agreed to defer to the Officers at Wiltshire Council with due regarding being made to the survival of the Ash tree.

Action: Clerk
E/09/0372/FUL: Replacement conservatory at Newhaven, Cadley Road, SN8 3EA for Mr. Roff. Having considered the application Members agreed IAW with their Standing orders to delegate reply to the clerk.
Action: Clerk

Proposed by Cllr Jones and seconded by Cllr Crompton that the report as presented be accepted.

1 Abstention

9. **119.08 Property Report:**

Play Areas:

Casual Play Space Project. The project is almost complete with the benches and tables to be planted by 10 April. Saunders Meadow. The transfer of ownership is still ongoing.
Saxon Rise. The transfer of ownership is still ongoing.

Litter Contract. Following a discussion of the renewal process for the existing contract and a draft invitation to tender and schedule that was circulated with the agenda the Members agreed that the contract be put out to competitive tender. The Members directed the Clerk to issue the invitations to tender and to delegate to the P&F Committee the consideration of the tenders and the selection of the contractor. Tenders are to be with the Clerk by 6.p.m on Wednesday 13th May 2009. Clerk also to investigate advertising for the service in the Andover Advertiser and Wiltshire Gazette.

Proposed by Cllr Williams seconded by Cllr Jones

agreed nem con

Actions: Clerk

Recreation Ground. The Chairman tabled a spreadsheet that outlined the income and expenditure for the recreation ground which the Members then discussed at some length. The main topics of the discussion related to the items that made up the expenditure and income and how the parish council's costs for items such as insurance, litter clearance, grass cutting etc should be apportioned to the recreation ground. Discussion moved on to what contribution regular users of the ground should make towards these costs and whether they could realistically be reduced by measures such as changing grass cutting to twice a month instead of weekly or reducing insurance cover. It was recognised both that not all parishioners are members of the organisations that use the ground regularly and that if those organisations did not use the ground there would still be costs involved in its upkeep so that a balance between the two is necessary. The Members then agreed to set the followings charges for FY 09/10:

Cricket Club - £ 400.00

Football Clubs (Total) - £340.00

School - £ 375

Other lettings - £15.00 per hour up to 5 hours or £75.00 per day.

Proposed by Cllr Cox seconded by Cllr Jones

agreed nem con

Action: Clerk

Burial ground. The Clerk talked through the benchmarking charges he has obtained from the Church of England and Ludgershall Parish to inform discussion. After discussion, the Clerk was asked to compare and contrast the charges and produce a rationalised scale of suggested charges for review at the next meeting.

The Chairman reported that he had contacted the Church Wardens about accumulating rubbish in the north east corner of the burial ground and had had a constructive discussion. One outcome had been the suggestion that a “Green Wheelie Bin” be provided for rubbish. Members supported this proposal and the clerk was directed to investigate its provision.

Action: Clerk

Grounds Maintenance: The Members considered a number of quotes that they had requested at the last meeting and which had been circulated with the agenda. After a detailed discussion the Members agreed to accept quote GEMQ-0274 for the improvement of the sight lines at the roundabout at a cost of £149.63 +VAT and (subject to advice on the best time of year to carry the work out) item 0.01 of quote GEMQ-0272 at a cost of 276.24 +VAT for tree work on the east and south east sides of the recreation ground. It was agreed to not accept quote GEMQ-0273 as the Blue Lion Pub has volunteered to supply and maintain hanging baskets on the village green opposite the pub. The Members then directed the Clerk to gain alternative quotes for the other work at the burial ground and recreation ground as set out in quotes GEMQ – 0271 & 0272.

Proposed by Cllr Chandler and seconded by Cllr Whinton.

1 Abstention

Action: Clerk

Recycling skips: Skips for plastic & cardboard waste will be at Station Approach on Wednesday 22 April 2009 between 10.00am & 12.30pm. A full list of future dates and locations will be published when known and posted on <http://www.collingbourne-ducis.com>.

10. **120.08 Highway Matters:**

WCC Parish Steward Scheme. Cllr Bale reported that the Steward had been tasked with the clearing of footpaths and the filling in of minor potholes. The dates of the next visit are 9 June 2009 and Cllr Bale should be notified of any work needed in the parish as soon as possible.

Action: Cllr Bale

WCC Highways. The work on the A338 road surface in the area of the “S” bends south of Burbage and north of Goldenlands Farm is due to start in April.

11. **121.08 General Matters:**

Allotments. Cllr Chandler reported that Cllr Rossiter had suggested section of land next to “Acorns” might prove to be suitable. It would appear that the land may be owned by a Mr Roy. The Clerk was directed to follow this up.

Action: Clerk

Youth Working Group. The Chairman reported that the Working Group had not yet met and noted that the school and police were active in starting a Youth Club.

Tidworth Community Area Partnership. The Chairman reported that the most significant items discussed were youth work and the funding and administration of TCAP under Wiltshire County. The Collingbourne Ducis’s highways issues to be included in the agenda for the next TCAP meeting and also on the substantive Tidworth Area Board’s first meeting agenda. Minutes from the TCAP meeting to be circulated to Members when available.

Rural Focus Digest. Having considered the 20 March 2009 edition of the Digest the Members noted the contents. The Clerk was directed to pass details of the digest to the Village Hall Committee.

Action: Clerk

12. **122.08 Co-option of Councillors:** One vacancy remains as a result of the resignation of Cllr Gilford 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 the Annual Meeting of the Parish Council to be held after the Annual Parish Meeting at 20.00pm (approx) on 14th May 2009 in Collingbourne Primary School.

The meeting closed at 9.30pm