

COLLINGBOURNE DUCIS PARISH COUNCIL

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

Present: Cllr M Cox (Chairman), Cllr B Bale, Cllr P Risborough, Cllr K Rossiter and Cllr N Whinton.

In Attendance: Mr P Gill Clerk.

1. **Apologies:** Cllr A Jones, Cllr B Crompton, Cllr K Pickis, Cllr G Chandler, Cllr N Williams, WC Cllr C Howard and PC G Wilkins.
2. **Chairman's announcements:** None made.
3. **Minutes of last meeting:**
The minutes of the Parish Council meeting held on 11 June 2009 having been previously circulated were agreed as a true record.
Proposed by Cllr Bale seconded by Cllr Whinton. **Agreed nem con**
23.09 Matters arising. The Chairman noted that the Clerk had circulated a draft Risk Assessment and Management Plan and Members agreed that the draft be brought forward for adoption at the next meeting.
4. **Declarations of Interest:** None Declared.
5. **24.09 Policing Issues:** The Chairman read out the following written report submitted by PC Graham Wilkins: "I am sorry that I will be unable to attend as I am on day off and no one else is available. I can report that there were 4 crimes in the village over the last month - 2 x Criminal Damage to property, 1 x Burglary at the Old Rectory where tools were taken and damage to crops at Mount Orleans Farm by vehicles driving across land".
6. **Adjournment for public comments/questions: 7.35pm.**

Wiltshire Councillor. The Chairman read out the following written report submitted by WC Cllr Charles Howard: "The first meeting of your Tidworth Community Area Board will be held at 7 pm on Monday 6th July at the Phoenix Hall at Netheravon, and members of the public are very welcome to attend. The purpose of these new Area Boards is to devolve decision making on some matters down to local level, and to provide an opportunity for town and parish councils and members of the public to raise and discuss issues which can be referred to Wiltshire Council and various service providers for action where appropriate. There is also an annual budget of about £50,000 which is available for approved local projects. Details of the Agenda for the first meeting have been published through Parish Councils and elsewhere, and the second meeting will be held at Tidworth on the evening of Monday 14th September."

Village Fete. In the absence of Mr R East the Chairman briefed the Members on the current situation and proposed that the Members consider sponsoring an event at the fete at a cost of no more than £200. The consensus was positive and the Members agreed to defer finalising the matter to the next meeting.

The meeting reconvened at 7.40pm

7. **25.09 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 as per approved contracts or IAW Standing Orders:
Southern Electric - (CPS Lighting) £22.83
TDT – (litter Contract) £ 645.00
Mr P Gill – (Salary & Expenses) £1351.11
Bowden Ltd – (Grass Cutting) - £466.61
Proposed by Cllr Cox seconded by Cllr Risborough that the report as presented be accepted and the cheques as presented be noted and authorised. **Agreed nem con**
Action: Clerk

8. **26.09 Planning Report.**
 Cllr Whinton presented the planning report (copy attached and to be displayed on the notice board).
 E/09/0797/TCA . Removal of three large ash trees and one large weeping willow tree at Bridge House, Cadley Road SN8 3EB for Mr P Evans. Having considered the application the Members agreed to delegate the response to the Clerk IAW with Standing Orders.
 Proposed by Cllr Bale and seconded by Cllr Cox that the report as presented be accepted. Agreed nem con
Action: Clerk
9. **27.09 Property Report:**
Play Areas.
 The Chairman reported that both Saunders Meadow and Saxon Rise were moving closer to the transfer of ownership from the developers to Wiltshire Council. In the meantime Wiltshire Council will maintain the play areas until they transfer ownership to the Parish Council.
 The Members noted the receipt of a satisfactory safety inspection report for the Knapp play park.
Grounds Maintenance. Having reviewed quote GEMQ-0310 from Bawden Ltd for £155.38 + VAT to grind out roots on the football pitch the Members agreed to accept the quote and directed the Clerk to raise the works order. Proposed by Cllr Bale and seconded by Cllr Risborough. **Agreed nem con Action: Clerk**
Burial Ground green bin. Wiltshire Council have not received the cheque issued on 20 May 09 nor has the cheque been cashed. The Members directed the Clerk to cancel the cheque and to issue a new cheque.
 Action: Clerk
Recreation Ground. The Clerk informed the Members that the case against the Parish Council had been dismissed by a Judge sitting at Reading County Court on 2 July 2009.
Benches. After hearing a report from the Chairman on the condition of the bench along the Bourne western path the members agreed to refurbish it at a cost not to exceed £325 and to replace it by non competitive tender and directed the Clerk to raise an order to Miramax Ltd as they recently supplied benches on the recreation ground. Proposed by Cllr Cox seconded by Cllr Whinton. **Action: Clerk**
Recycling skips: Skips for plastic & cardboard waste will be at Station Approach on Wednesday 26 August 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. **28.09 Highway Matters:**
WC Parish Steward Scheme. The dates of the next visit are 13 & 14 July and Cllr Bale should be notified of any work needed in the parish as soon as possible. **Action: Cllr Bale**
Highway Improvements: The Members noted the work that had been carried out on the A338 within the village and on the bends in the area of Golden Farm. Moreover the Chairman reminded Members that other highway improvements are listed in the Tidworth Area Transport Plan and drew Members attention to the Community Area Highway Information Pack. The Members requested that WC Cllr Howard provide an update on the other improvement to the next meeting. **Action: WC Cllr Howard**
11. **29.09 General Matters:**
Bus Shelter. The Chairman reported that Cllr Chandler has made contact with appropriate Officer Wiltshire County who has confirmed that grants are available but that electronic submission of applications is apparently no longer acceptable.
Allotments. The Clerk reported that Cllr Chandler has made contact with one of the landowners however the land is currently subject to probate and it may be sometime before there is any movement.
12. **30.09 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 7.30pm on Thursday 3 September 2009 in Collingbourne Primary School.

The meeting closed at 8.00pm