

COLLINGBOURNE DUCIS PARISH COUNCIL

MINUTES OF MEETING HELD AT COLLINGBOURNE DUCIS VILLAGE HALL ON THURSDAY 4th OCTOBER 2007

Present: Cllr M Cox (Chairman)

Cllrs, G Chandler, J Dowsett, P Risborough, N Whinton, Dist Cllr C Howard, PC M Randle and PCSO C Davidson.

1. **Apologies:** Cllrs B Bale, S Gilford, K Pickis, K Rossiter and County Cllr R Hall
2. **Chairman's announcements:**

Welcome to New Clerk: The Chairman welcomed Mr P Gill as the new Clerk to the Parish Council.

WALC AGM: Any Councillors wishing to attend to give their names to the Clerk.

Andover Airfield: A meeting of TVBC's Northern Area Planning Committee will take place at The Lights, Andover on 3rd December at 5.30pm. The main item for consideration will be the amended plan for the current application at Andover Airfield by TESCO Ltd.- 7/0101951/OUTN. Any Member wishing to attend should inform the Clerk.

Planning Guide: A Planning Guide for Thatched Cottages has been issued by KDC which the Chairman will post on the Parish Web site. The document can be viewed at ([http://www.kennet.gov.uk/thatching - approved document.pdf](http://www.kennet.gov.uk/thatching_-_approved_document.pdf))
3. **Minutes of last meeting:**

The minutes of the meeting held on 25 September 2007 having been previously circulated were agreed as a true record.

Proposed by Cllr N Whinton seconded by Cllr P Risborough. Agreed nem con.

76.07 Matters arising – for information only: Emergency Planning Exercise on Monday 26 November will now be held at Holly Cottage and not Berrynarbour.
4. **Declarations of Interest:**

Cllr J Dowsett declared a personal interest in Agenda Item 10.
5. The Chairman asked for agreement to deal with Agenda Item 7 at this point. The Members agreed.

77.07 Standing Orders:
After an explanation by the Chairman and a short discussion it was agreed to amend the Council's Standing Orders to reflect the new committees and to resolve anomaly with Financial Standing Orders.
Proposed by Cllr M Chandler seconded by Cllr J Dowsett. Agreed nem con.
6. **78.08 Appointment of Planning Committee Members:**

It was agreed to appoint Cllrs M Cox, P Risborough and N Whinton as members with other members being co-opted to the committee as required in accordance with Standing Orders.
Proposed by Cllr P Risborough, seconded by Cllr M Chandler. Agreed nem con.
7. **79.09 Election of Planning Committee Chair:**

It was agreed to appoint Cllr N Whinton as Chair of the newly created Planning Committee.
Proposed by Cllr M Cox seconded by Cllr J Dowsett. Agreed nem con.
8. **80.07 Policing Issues:**

PC Randle introduced PCSO Claire Davidson and reported that 17 calls had been received during the last month: 7 from same address in Knapp, 2 about traffic incidents, 2 about the same domestic incident, 1 about a theft, 1 about a lost property, 2 about Anti Social Behavior

and 2 about a loose horse. PC Randle said that following a high value theft in Collingbourne Kingston an arrest had been made using information supplied by a member of the public and he urged all residents to keep their eyes and ears open. PC Randle also reported that thefts of scrap metals, agricultural vehicles and red diesel were on the increase in the local area. Finally, he encouraged all residents to review their home security and to ask for police advice as appropriate. The Chairman thanked PC Randle for his report and said that the information about the thefts should go in the courier.

9. **Adjournment for public comments/questions: 7.57.pm.**

D Cllr Howard reported on a Unitary Authority judicial review has been heard in respect of Shrewsbury Council, which is in a similar position to Kennet and that once a judgement has been received, Kennet will decide whether or not to proceed with their judicial review. By the time elections are held in May 2009, the Boundary Commission will have reported and set out constituencies for the new Council. The aim is that each constituency will consist of about 3500 voters.

D Cllr Howard provided the Chairman with a copy of a survey of HGV traffic on the A338/A346 corridor between the A303 and the M4 Junction 15. More details to be published in November issue of The Courier.

D Cllr Howard gave a summary of the planning process drawing particular attention to the Council's right to the ask the D Cllr to refer any decision made under Delegated Authority to the KDC Regulatory Committee and encouraged the Council to refer any case were this an element of doubt over what a Delegated decision may be. The Chairman asked the D Cllr to look at two retrospective planning applications.

The meeting reconvened at 8.20 pm.

10. **81.07 Finance Report:**

Cllr Dowsett presented the report for September. (Copy attached)

Parish Accounts: The accounts have been handed over to the new Clerk. The electronic accounting package has been transferred onto the Clerk's laptop but will have to be transferred to the Council's own computer once it has been installed in the Clerk's office at home. The Clerk will continue to run a manual account until he is confident that the electronic account has stood up to the various transfers.

Committee Meeting: Cllr Dowsett said that a meeting of the Finance/Property Committee is to be held in the Village Hall on Thursday 1 November at 6.30pm to review the Council's Reserves Policy and to start preparations for the January Finance Meeting.

The following cheques were authorised:

J H Sedgwick £460 (Beechwood Gardening Services 5th of 6 monthly invoices for grass cutting).

Mazars £158.62 (professional services re external audit for y/e 31 March 2007).

Courier £6.50 (printing fliers re Parish Clerk job vacancy).

Clerk's quarterly salary £748.48 and expenses £143.36 for July-September 2007

Proposed by Cllr J Dowsett, seconded by Cllr M Cox. Agreed nem con.

Purchase of computer/printer: The Chairman, having obtained quotations, gave a short brief on the various options and their costs. Following discussion it was agreed to authorise payment up to £ 700.00 for the purchase of new PC hardware to include a 3 year home maintenance contract.

Proposed by Cllr P Risborough, seconded by Cllr N Whinton. Agreed nem con.

Current Printer: Following a short discussion it was agreed to authorise the donation of the Council's nil value obsolete printer to the out going Clerk.

Proposed by Cllr M Cox seconded by Cllr N Whinton. Agreed - one abstention.

11. **82.07 Planning Report:**

Cllr Whinton presented the planning report for September 2007 (copy attached, and displayed on the notice board)

New applications: **K/57328/F** Double garage at 70, Well Cottage, Cadley Road for K & S Hodder.

K/57368/F First floor living accommodation above garage at High view, Cadley Road for Mr & Mrs Kelsey.

Permission Granted: **K/57143/TR2** Work to trees to side/rear gardens of property, to consist of the reduction of 1 yew by approx 20% and the thinning/reduction of purple leaf plum by removal of sucker growth and reduction of a limb over the border by approx 30% at Mill Lane Cottage for Miss S Fergus.

K/57145/TR2 Work to side/rear gardens of property to consist of felling of 1 beech, 1 wingnut, 2 Norway maples, 1 whitebeam and the 30% reduction of 1 beech tree at Semarak, Ludgershall Road for Mr & Mrs Jones.

Permission Refused: None.

Results Awaited: **K/61484/F** 15 New dwellings and 2B1 (office/light industrial) buildings at Bourne Works for Mr N Hyde and Mrs Bayfield.
K/54957/F Conversion of school building to four residential units. Construction of three new dwellings at former Collingbourne Ducis Church of England primary school for Dunsmere Developments Ltd
K/56690/F Construction of military track (Eastern access route) part new track, part upgrade including construction of 4 new hard standing areas (hard standing 1,3,7 & 8) at Salisbury Plain Training Area (East) Wilts for Defence Training Estate.
K/57172/F New concrete apron and retaining wall for the location of gas storage tanks at Bourne Works for Mr V Wheeler.
K/57226/F New four bedroom family dwelling in garden of property at 11, Church Street for Mr & Mrs S Casey.

Withdrawn: None.

Appeals: **K/56043/VAR** Removal of condition 4 of permission **K/53810/F** to allow unrestricted occupancy of dwellings at Highlands Park Farm for PI & MJ Helme.

12. **83.07 Property Report:**

Cllr Risborough presented the property report for September 2007.

New Notice Board: The Notice Board has arrived and been positioned; however, the self-healing pinboard for the metallic backboard is awaited.

Recycling skips: Skips for plastic and cardboard waste will be at Station Approach on Wednesday 28 November.

13. **84.07 Highway Matters:** The Chairman said that it would appear that work on the highway improvements in connection with the Saxon Rise/Riverbourne Fields development has come to

a halt. The Members directed the Clerk to write to WCC to determine why the work has been halted.

14. **85.07 General Matters:**

Bus Shelters: This item is to be referred to the Finance & Property Committee meeting on 1st November 2007. Cllr Chandler was requested to specify type and get firm quotes up to £3000.00 to be discussed at the meeting with a view to bringing the item forward to the full Council at the next meeting.

Great Mere: Cllr Pickis has verbally received quotes for the removal of ash tree and the Chairman will ask her to present them to the next meeting.

15. **86.07 Co-option of Councillor(s):**

Two vacancies remain as a result of the May 2007 election and anyone interested in becoming a councilor should contact the Parish Clerk for details.

16. **Date of Next Meeting:** 1st November 2007 at 7.30 pm at the Village Hall.

The meeting closed at 9.15pm.