

## COLLINGBOURNE DUCIS PARISH COUNCIL

### MINUTES OF MEETING HELD AT COLLINGBOURNE PRIMARY SCHOOL ON THURSDAY 2 SEPTEMBER 2004

Present: Cllr P Shields (Chairman)

Cllrs B Bale, P Cogdell, M Cox, A Molyneux-Downs, C. Price, JW Robinson, A Still, A Stone  
and two members of the public.

1. **Apologies:** Cllrs Carter, and JC Robinson
2. **Casual vacancy:** This matter will be decided upon Cllr JC Robinson's return from holiday.
3. **Chairman's announcements:**
  - Wiltshire Community Transport Conference:** This will take place on Wednesday, 3<sup>rd</sup> November at Devizes Sports Club 9.30 am to 3.00 pm.
  - Wiltshire Charter for Local Councils:** Following a poor response from local councils to the Consultation Paper which was circulated earlier this year WALC has extended the consultation period until 29 October. The Chairman to discuss the details of this consultation with councillors and report back at the October meeting.
  - South-East Kennet Community Area Forum:** There will be a meeting on Monday 6<sup>th</sup> September at 7.00 pm at Chute Standen Village Hall. Councillors and members of the public are invited to attend.
  - Audit of Crime, Disorder and Drug Misuse:** A questionnaire was received during the summer break for completion by the 13 August. Cllr Shields outlined its contents and his reply.
  - Wiltshire Waste Consultation Forum:** This has been arranged for Thursday, 23 September at 4.00 pm in Ludgershall Scout Hall. It will provide members of the public with an opportunity to receive more detailed information on what is happening and proposed for the locality and to ask questions of Officers from the County Council responsible for the management of municipal waste. Please let the Parish Clerk know if you wish to attend so that refreshments can be planned.
  - Village Re-cycling Centre:** It was hoped that this facility could be moved from the Village Hall car park to the Blue Lion car park but the slope on the Blue Lion car park is too great to safely accommodate the smaller wheeled bins that are now to be used without fencing and retaining devices being installed. Kennet are not prepared to finance such expenditure and have therefore advised that we cannot have the bins relocated to this site. The Village Hall Trust have been asked to re-consider their decision. Cllr. Cox offered to contact the land owners at the Garlands Trading Estate in Cadley Road to ask if they would be prepared to host the necessary bins.
4. **Minutes of the last meeting** held on 1<sup>st</sup> July 2004:

The Minutes were agreed as a true record.  
Proposed by Cllr Price seconded by Cllr Cogdell. Agreed nem con.

**49.04** Matters arising:  
**School mobile classrooms:** On 15 July councillors met officials from WCC on the site to decide what work is necessary to return this area to grass after removal of the mobile classrooms. CDPC's plans and specifications for the re-instatement of this part of the parish burial ground were sent to WCC on the 10<sup>th</sup> August (following the on-site meeting) and we are still awaiting their response.
5. **Declaration(s) of Interest:**

Cllr Cox declared that he had a personal interest in Mirador Techniques (Item 8 on the Agenda).  
Cllr Molyneux-Downs declared an interest in the Blue Lion which had previously been mentioned under Chairman's announcements.
6. **50.04 Policing Issues:**

There was no report as neither Sgt Woods nor PC Davies were present.
7. **Adjournment for public comments/questions -7.50 pm.**

District Cllr Still requested that the public use Ludgershall or Tidworth Recycling Centres in preference to Everleigh as the latter was not part of Kennet District and therefore reflected badly in its recycling records. He went on to point out that if Kennet fails to meet its waste recycling targets (as looks possible) they will be fined approximately £M1.7 by central government.

The meeting reconvened at 7.56 pm.

8. **51.04 Finance Committee Report:**

Cllr JW Robinson presented the monthly financial statement for July/August 2004.

**Audit of Accounts for year ended 31.3.04:** This has now been completed by Mazars, the external auditors and the Accounts are displayed on the parish noticeboard. The public have a right to purchase copies at a price of 50p from the Parish Clerk. Cllr Robinson thanked Mrs Margaret Harrison for her work as Internal Auditor.

**Letters of thanks:** A letter of thanks for our donation has been received from Collingbourne and Everleigh Link. A letter of thanks for our grant towards the repair of the hall roof has also been received from the Village Hall Trust.

**Clerk's annual salary review:** The Clerk's salary has been adjusted in accordance with the National Association of Local Councils 2004/5 National Salary Award for Local Council Clerks. This is backdated to 1 April 2004 and £48.50 back pay was therefore paid for the first quarter of this financial year.

**Outstanding rental payments due under Recreation Ground Tenancy Agreement:** There are two outstanding payments due despite repeated requests for settlement. The two user groups in question are to be asked for payment before the October meeting and it was agreed that if payment is not forthcoming, termination of the tenancy agreement would have to be considered.

**The following cheques were authorised:**

J Sedgwick (Beechwood Gardening Service) £313.00 (5<sup>th</sup> of 2004/5 contract).

Mazars £141.00 (professional fees for external audit for y/e 31.3.04).

Mirador Techniques £158 + £27.65 VAT (purchase of software for updating parish website).

Proposed by Cllr JW Robinson seconded by Cllr Still. Agreed nem con.

The following cheques were authorised at the Finance Committee meeting held on 17.8.04:

CDVHT £5,000 (grant for roof repair).

J Sedgwick (Beech Wood Gardening Service) £313 (4<sup>th</sup> of 2004/5 contract).

Kennet District Council £722.62 (grounds maintenance 1<sup>st</sup> quarter 2004 contract).

**52.04 Planning Committee report:**

Cllr Price submitted the report for June. (To be displayed upon the notice board.)

Cllr Stone joined the meeting.

**53.04 Property Committee report:**

Cllr Bale presented her report.

**Recycling skips:** KDC have offered a recycling skip service for green waste and metal waste (not fridges or freezers). The skips which will be closely supervised will only be in the village for two and a half hours at a time, mainly during weekday working hours but occasionally at weekends. It was agreed that we take up this offer. Proposed Cllr Bale seconded Cllr Cox. Agreed nem con.

**Lengthsmen:** The Lengthsmen service is to be resumed and they will be in the village on 1<sup>st</sup> and 2<sup>nd</sup> November. They are concentrating on repairing potholes this session so the public are asked to inform Cllr Bale if they know of any.

**River Bourne:** The Environment Agency is to carry out its annual cut of the riverbed in October.

**Knapp Hill Play Area:** A support group has now been set up for this project. The Parish Council will continue to hold the funds for the play area pending further developments. Cllr Bale requested the support of the Parish Council for this initiative. This was given.

Proposed Cllr Shields seconded Cllr Cox. Agreed nem con.

**Trees on Village Green:** Following the Property Committee meeting on 10<sup>th</sup> July and the subsequent agreement of KDC Arboricultural Officer, the trees on the green are to have their crowns raised.

Beechwood Gardening Service is to be approached to quote for the work.

**Refuse Bin:** Cllr Price requested that a new refuse bin be obtained for the bus shelter opposite the shop.

**Review of Assets:** This was carried out on 12<sup>th</sup> August by Cllrs Bale and Robinson. Additional items were the football goalposts and the barriers and locks at the recreation ground, and the bench in the burial ground. Items to be removed from the asset register were 3 noticeboards, the fence and gate for the recreation ground play area and the play area climbing frame. It was decided to offer the latter item for sale.

**Recreation Ground usage:** The Cricket Club has expressed its dissatisfaction over the management of recreation ground with regard to time conflicts between different users and with the use of the ground by players who were not residents of the village. It was also noted that the cricket club appeared to have fenced off part of the recreation ground for its exclusive use. It was agreed that a sub-committee be set up to discuss the situation with the user groups to resolve the issues. Proposed by Cllr Cox seconded by Cllr Shields. Agreed nem con. Membership to be Cllrs Bale, Cox and Still.

9. **54.04 Highway matters:**

**Traffic calming:** We are still awaiting a reply from WCHP to our letter.

**Dual use footpath/cycleway:** There has been no response from WCHP. Dist Cllr Still offered to raise the matter at the next SEKCAF meeting.

**Bridge at Church Street:** Major work to the structure of the bridge is planned for November/December. WCHP is planning a one-way traffic system for the duration of the work.

10. **55.04 General matters:**

**Emergency Planning questionnaire:** A Risk Register is being compiled for the county and we have been asked to complete a risk assessment questionnaire in the parish. Cllrs Stone and Bale will do this with the Flood Wardens completing their own section.

11. **Date of next meeting:** 7<sup>th</sup> October 2004 at 7.30 pm.

The meeting closed at 8.50 pm.