

COLLINGBOURNE DUCIS PARISH COUNCIL

MINUTES OF MEETING HELD IN COLLINGBOURNE PRIMARY SCHOOL ON THURSDAY 3 NOVEMBER 2011 AT 7.30pm

Present: Cllr M Cox (Chairman), Cllr G Chandler (Vice chairman), Cllr A Ahl, Cllr R Haverson, Cllr M Catton, Cllr N Williams, Cllr A Jones and Cllr K Pickis.

In Attendance: Mr P Gill (Clerk), and PC M Bayliss and two Members of the Public

Apologies: Wiltshire County Cllr C Howard

Absent: Nil

1. **Chairman's announcements:** The Chairman made no announcements.

3. **Minutes of last meeting:**

The minutes of the Meeting of the Parish Council held on 1 September 2011 having been previously circulated were agreed as a true record.

Proposed by Cllr Cox seconded by Cllr Chandler.

Agreed nem con

36.11 Matters arising.

Item 34.11. Refuse Collection. No response received from Wilts Council. Members agreed that Clerk should chase Wilts Council via Wilts Cllr C Howard and raise as an issue to Tidworth Area Board.

Action: Clerk and Chairman

4. **Declarations of Interest:** Cllrs Cox and Williams declared a pecuniary interest in item 38.11 the retrospective waiving of the fees for the use of the Recreation Ground on 17 July 11 for Archery and for future fees for a St Andrew's music event on 20th July 2012.

Cllr Cox declared a personal interest in item planning application 39.11 E/2011/134/FUL.

37.11 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 an unprovoked attacked by a male on a vehicle being driven by a lone female into which investigations continue. The area of the Teen Shelter is being patrolled 2-3 times per week with consequential reduction in anti social behaviour. There were occurrences of Fly Tipping, 999 hoax call, Road Traffic Collision, Drink driving and a "egging" on Halloween for which the Police are keen to speak to a person called Archie.

The Chairman thanked PC Bayliss for the increase in patrols and for attending.

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

A member of the public asked a question regarding the funding of the replacement notice board to which the Chairman replied. Another member of the public asked questions regarding the booking and priority of use of the Recreation Ground to which the Chairman replied following which the Members agreed that a letter received from the Collingbourne Cricket Club be placed on the agenda for the next meeting along with the policy and priorities for booking of the Recreation Ground, Tenancy Agreements and Hire Fees.

The Chairman read out a report submitted by Wilts Councillor Howard a digest of which follows:

Progress is being made on three highway issues in or near the village in that the design for a new traffic calming layout at the western end of Cadley Road will be started very shortly. The new sign that was destroyed by a vehicle at Shaw Hill, has been relocated and replaced and new verge markers have been installed at the corner just north of The Shears to improve road safety at that location. New and more efficient salt spreading vehicles have been bought, and the Council has accumulated over 14,000 tons of road salt for use if required. During the week commencing 7th November, a random selection of 25,000 Wiltshire residents will receive the 'What matters to you' survey. The responses will be analysed and a full report will be published next January. The information gained will be used by the Council and its partners in the NHS, Fire and Rescue and Wiltshire Police to develop policies that are relevant to local communities.

The meeting reconvened at 20.05pm

7. **38.11 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:

Mr P Gill (Salary & Expenses Oct-Nov less Tax) £573.08

HM Revenue & Customs (Tax) £143.40
First Clean Services (Bus Shelters May & Aug) £48.00
Notice Board Company - £2,806.80
Southern Elect (Recreation Ground) £20.61
Mr M Cox (Teen Shelter repairs) £30.54
Playsafe Ltd (RoSPA Inspection) £158.40
Village Hall PBW loan Interest £1328.13
Wiltshire Council (litter Contract) £519.64
Wiltshire Council (Grass Cutting) £1049.34
Royal British legion (Wreath) £18.00

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 Fees.**

Cllrs Cox and Williams having declared a pecuniary interest in the retrospective waving of the fees for the hire of the Recreation Ground 15 July 2011 and for the hire of the Recreation Ground for a St Andrews Music Event in July 2012 sat out from the meeting. The remaining Members considered the matter and agreed to waive the fees.

Proposed by Cllr Ahl seconded Cllr Jones **Agreed nem con Cllrs Cox and Williams rejoined the meeting.**

Having considered the retrospective authorisation of the hire of the Village Hall for a Wiltshire alternative sports event on 26 October 2011 but noting that no invoice had yet been received Members agreed to authorise the hire at a cost not to exceed £53.00.

Proposed by Cllr Chandler seconded by Cllr Pickis. **Agreed nem con**

Budget FY 12/13. Members noted the requirement to present FY 12/13 Budget and Precept recommendation for consideration at PC meeting in January 2012.

8. **39.11 Planning Report:** The Chairman presented the planning report.

E/2011/1185/TCA - The Old Rectory, Collingbourne Ducis. Ash over road - reduce where it meets sycamore. Yew near house - reduce garden side by up to 10ft and crown raise Large beech over pond - remove one smaller branch. Yew by broken wall - reduce side over garden to improve view. Having previously considered the application Members had raised no comments and had directed the Clerk to respond IAW with his delegated powers.

Proposed by Cllr Pickis seconded by Cllr Jones. **Agreed nem con Action: Clerk**

E/2011/1349/TCA - removal of low branches back to boundary - one Ash tree and two Cherry trees at Clarence Villa Ludgershall Road Collingbourne Ducis. Having considered the application Members raised no comments and agreed to defer to the Officers at Wiltshire Council.

Proposed by Cllr Williams seconded by Cllr Haverson. **Agreed nem con Action: Clerk**

E/2011/1341/FUL - Erection of shed, greenhouse, polytunnel and fruitcage for agricultural use at Aylesbury House Cadley Road Collingbourne Ducis. Cllr Cox having declared a personal interest Members considered the application Members and were concerned that given the sizes of the greenhouse, polytunnel and fruitcage that this might be a small commercial venture and not for domestic use. Members were further concerned that if it was a commercial venture then there would be an increase to the traffic flow. Members directed the Clerk to reply to Wilts Council.

Proposed by Cllr Haverson seconded by Cllr Ahl. **1 Abstention Action: Clerk**

E/2011/1356/TCA – Reduce one Yew tree by 20% and reduce one purple leafed Plum tree by 25% - Mill Lane Cottage 22 Ludgershall Road Collingbourne Ducis. Having considered the application Members raised no comments and agreed to defer to the Officers at Wiltshire Council.

Proposed by Cllr Cox, seconded by Cllr Chandler that the report be accepted. **Agreed nem con Action: Clerk**

9. **40.11 Property Report:**

Notice Board. The Clerk informed Members that the replacement notice board had been installed but that there were a couple of minor snagging items to be rectified which he planned to inform the company of by the 10 November 11. **Action: Clerk**

Teen Shelter. Members agreed no further action on the CCTV coverage.

Play Equipment. Having received and considered the RoSPA inspection report and noted the remedial works required Members accepted a quote of £530+VAT from Sutcliffe Play to carry out the remedial works.

Proposed by Cllr Cox seconded by Cllr Chandler

**Agreed nem con
Action: Clerk**

Children's Play Ground

Cllr. Chandler noted that it was a long term ambition of the council to augment the children's play provision on the recreation ground. After discussion it was agreed to direct the clerk to obtain quotes for alternative options for junior swings – i.e. one two seat swing with flat seats and one four seat swing with two flat seats and two cradle seats for infants. Noted that there was some budget available but a grant would be necessary for the balance.

Proposed by Cllr Cox seconded by Cllr Chandler

**Agreed nem con
Action: Clerk**

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. **41.11 Highway Matters:**

Cllr Haverson reported that he received no reports of work needed in the Parish. On 15th September Graham Axtel, Wiltshire Council's Highways Engineer, visited and briefed Cllr Haverson on the current road maintenance program. During the meeting Cllr Haverson drew his attention to the piece of footpath on the A338 adjacent to Redroofs, which has been badly affected by weeds growing through the tarmac. This makes traversing it with a wheel chair or push chair very unpleasant. There is also the potential for pedestrians to trip; especially in the dark which Cllr Haverson first reported this via Clarence at least 18 months ago. Mr Axtel was also made aware of the tendency for flooding to occur on the A338 at the North end of the Village, in the dip near Sunton House, where it is understood that in the past vehicles have been caused to aquaplane. A further meeting has been arranged with Mr Axtel to discuss the realignment of the traffic calming measure near the Sunton turning. It was noted that the cat's eye holes in the A346 between the A338 and 30mph signs still had not been filled in and were a hazard to cyclists and motor cyclists. Cllr Cox agreed to raise this as an issue with the area board at the same time as the wheelie bin issue above.

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 or by email to clarence@wiltshire.gov.uk.

Action: Cllr Haverson

11. **42.11 General Matters:**

Diamond Jubilee. Cllr. Cox presented an outline plan and grant bid form for village celebrations of the Queen's Diamond jubilee on the anniversary of Coronation Day, 2nd June 2012. Groups already interested in taking part included the Parish Council, School PTA, Scouts, Brownies, Village Hall Trust and Blue Lion Inn. The recent Courier had carried a request for others wanting to part to contact Cllr. Cox. After discussion, Members agreed to continue the planning and asked Cllr. Cox to finalise the grant application and submit it to the Area Board.

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.

Transforming Local Infrastructure.

The chairman noted that the survey seemed to be targeted at small businesses rather than individuals. The Clerk reported that he had recently completed the survey in the context of his Parish Council and other work.

Collingbourne Ducis School.

Cllr. Cox explained that the school was constructing an outdoor auditorium on their grass bank bordering the recreation ground. The school have requested permission to erect a 5 foot high close board fence to the rear of the auditorium and on the parish council side of the existing school fence and immediately adjacent to it so as to preserve privacy and prevent anyone climbing on the existing fence to peer into school property.

Proposed by Cllr Cox seconded by Cllr Chandler

Agreed nem con.

Grant applications to Tidworth Area Board.

A copy of a grant application to the Area Board from the petanque club had been sent to this parish council

as well as Collingbourne Kingston parish council to enlist support for a project to refurbish the petanque pitches at The Barleycorn Inn. Having considered the proposal, members agreed unanimously to support it.

Great Mere Group.

The chairman reported that the Great Mere Group had been closed down on 24th October 2011 in accordance with its constitution. As a consequence, remaining funds and assets transfer to the parish council also in accordance with their constitution. The Clerk will make the necessary arrangements with the treasurer of the Mere Group.

Action: Clerk

12. **43.11 Co-option of Councillors:**

At this point in the meeting, Cllr. Jones announced her intention to resign from the council due to increasing work commitments. She intended to formally communicate this to the clerk after this meeting. Members thanked her for her contribution to the work of the council over the past few years.

There are now four vacancies as a result of resignations 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 5th January 2012 at 7.30 pm. The meeting closed at. 21.25pm