

## COLLINGBOURNE DUCIS PARISH COUNCIL

### MINUTES OF MEETING HELD IN COLLINGBOURNE PRIMARY SCHOOL ON THURSDAY 5<sup>TH</sup> MARCH 2009 AT 7.30pm

**Present:** Cllr M Cox (Chairman), Cllr B Bale, Cllr G Chandler, Cllr K Pickis, Cllr P Risborough, Cllr K Rossiter, Cllr N Whinton and Cllr N Williams.

**In Attendance:** Mr P Gill Clerk, WCC Cllr R Hall, KDC Cllr C Howard, PC M Randle and one Member of the Public.

1. **Apologies:** Cllr A Jones and Cllr B Crompton.

2. **Chairman's announcements:**

Thank you to KDC Cllr C Howard on the occasion of last his attendance as a KDC Councillor.

Invitation to Plain Action Launch on 7<sup>th</sup> April 2009.

Letter from Beachcroft solicitors regarding the date of impending court case.

Letter from a Member of the public raising concerns about the safety of footpaths in icy conditions.

Letter from Trustees of the Collingbourne Comrades Club donating £192.36 to the Parish Council with a verbal request that the money be used for the upkeep of the War Memorial or the purchase of Poppy Wreaths. The Clerk was directed to set up budget line in the Council's accounts.

**Action: Clerk**

3. **Minutes of last meeting:**

The minutes of the Meeting of the Parish Council held on 5<sup>th</sup> February 2009 having been previously circulated were agreed as a true record.

Proposed by Cllr Whinton, seconded by Cllr Chandler.

1 Abstention

**107.08 Matters arising**

Best Kept Village. The application which must be submitted by 1 April 2009 will be completed and submitted by Cllrs Pickis and Winton.

**Action: Cllrs Pickis & Winton**

Clerk's Annual Appraisal. To be conducted in April by Cllrs Risborough and Pickis.

**Action: Cllrs Pickis & Risborough**

4. **Declarations of Interest:** Cllrs Cox, Risborough and Pickis declared an interest in planning application E/09/0092/FUL.

Cllr Rossiter declared an interest in planning application E/09/0117/FUL.

Cllr Chandler declared an interest in the review of the recreation ground charges in that he is a member of the Cricket Club.

5. **108.08 Policing Issues:** PC Mark Randle reported that following a review the rural NPT will combine with the Ludgershall NPT and a Sgt, 11 police constables and three PCSOs will be based at Tidworth Police Station. There were 14 calls last month of which the most significant were one regarding the theft of house and car keys. Two domestic incidents and a dog on dog bite. It is anticipated that a Youth Club to be housed in the school will be up and running in April/May supported by a grant of £200 from Sarsen Housing Association and using donated equipment.

**The Members thanked PC Randle for his report and wished him well with the setting up of the Youth club.**

6. **Adjournment for public comments/questions: 7.55pm**

WCC Cllr Hall reported that WC will have a total 98 Members who will represent Electoral Divisions in the County and who will also sit on Local Area Boards. On 16 March 2009 the Implementation Executive will look at the size and makeup of the Local Area Boards and it is anticipated that Collingbourne Ducis will sit in the Tidworth Area Board. However, to achieve this some voting rule changes will have to be agreed.

WCC Cllr Hall informed Members that if there was a problem with road access to the school in icy weather then the Head should ring the Education Authority who should then call the Highways Department to carry out gritting as necessary.

Cllr Bale supported by a number of other Members raised the poor condition of the A338 road surface generally and especially between the Burbage S-bends and Goldenlands Farm. WCC Cllr Hall agreed to raise the matter with to the County's Highways Department.

**The meeting reconvened at 8.11 pm**

7. **109.08 Planning Report.**

Cllr Whinton presented the planning report (copy attached and to be displayed on the notice board). The members directed the Clerk to ascertain from KDC the current status of Application K/51484/F (Bourne Works).

**Action: Clerk**

E/09/0092/FUL. (Roxana, Cadley Road) Having listened to an overview of the changes to a previously approved application given by the owner of the property the Members then discussed the application and agreed not to raise any concerns and to defer to the decision of the KDC Planning Officers.

**Action: Clerk**

E/09/00117/FUL (Springers, Cadley Road). Having considered the application the Members agreed not to raise any concerns and to defer to the decision of the KDC Planning Officers.

**Action: Clerk**

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

Agreed nem con

8. **110.08 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 Clerk informed the Members that there would be a large an excess of expenditure over income at the end of the Financial Year, this excess is mainly due to spending being made in this year both in order that grants can be drawn down from KDC before its demise on 31 March 2009 and against invoices paid this year against financial provision carried forward from last year.

**The following cheques were presented for authorisation:**

1093 – Bawden Ltd (Hedge Cutting) £51.75

1094 – Sarsen Housing Association (Knapp Play Area Rent) £5.00

1095 – First Clean (Bus shelters) - £23.00

1096 – Maramax Ltd – (Benches & Tables) - £2040.10

1097 – Lightmain Ltd – (Skate Park) - £13570.00

1098 – Gillett & Johnston (Church Clock maintenance IAW PC Act 1957) - £204.41

1099 – Clerk's Salary & Expenses (Jan-Mar 09) - £1103.62

1100 – Suttcliffe Play (Goals, barriers and wicket) - £4767.90

1101 – CD Village Hall Trust – (Donation IAW LGA 1972 Sect 133) - £ 150.00

1102 – CD Village Hall Trust – (Hall hire 08/09) £198.00

1103 - R Marsh (Fitting litter bins) £102.24

Proposed by Cllr Risborough 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 having considered an application for a grant from the Collingbournes and Everleigh Link Scheme agreed to make a donation of £200.00.

Proposed by Cllr Cox seconded by Cllr Pickis.

Agreed nem con

The Members discussed and agreed a minor amendment to the Donations Policy letter so as not to exclude a requirement for an application form to be completed.

Proposed by Cllr Cox seconded by Cllr Chandler.

Agreed nem con

**Action: Clerk**

The Members having considered an application for a grant from St Andrews Church PCC agreed to defer the application to the next meeting when more supporting information is promised to be available.

**Action: Clerk**

9. **111.08 Property Report:**

**Play Areas:**

Saunders Meadow. KDC Cllr Howard reported that that the transfer of ownership is still ongoing.

Saxon Rise. KDC Cllr Howard reported that that the transfer of ownership is still ongoing.

**Casual Play Space Project.**

Cllr Cox reported that the project is now coming to a successful conclusion and that the new equipment has been well received by the users. The future role of the Working Group was discussed and it was agreed that it now disband and reform as the Youth Working Group.

**Recreation Ground.** The Clerk reported on usage levels, the success of the new booking system, and that some minor tree works were required both for H&S reasons and to improve the overall appearance of the area, following which the Members authorised the Clerk to obtain a quote from Bawdens. The Members then reviewed the proposed increases to the charges as agreed on 25 November 2005 and agreed that the matter be deferred to the next meeting and requested Cllr Cox to produce a revised set of increases taking in to account the current economic situation and most up to date figures.

**Action: Cllr Cox/Clerk**

**Burial ground.** The Clerk reported that the burial ground required some minor tidying up work to be done and that there is a need to infill some gaps in the hedge rows. The Members authorised the Clerk to obtain a quote from Bawdens. Moreover Cllr Cox agreed to speak to the Church Wardens regarding the disposal of dead flowers etc. Having reviewed the charges the Members deferred the review to the next meeting and directed the Clerk to investigate the current level of charges set by the Church of England and other local Parishes to derive a benchmark to inform discussion.

**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>.

Proposed by Cllr Bale and seconded by Cllr Chandler that the report as presented be accepted.

Agreed nem con

10. **112.08 Highway Matters:**

**WCC Parish Steward Scheme.** The dates of the next visit are 6 & 7 April 2009 and Cllr Bale should be notified of any work needed in the parish as soon as possible **Action: Cllr Bale**

**WCC Highways.** The Members noted with some disappointment the response from WCC Highways regarding the road safety issues and proposals raised by the Council. However, WCC Cllr Connolly has the issues and proposals firmly in his sights and the Council's proposals will appear in the Tidworth Area Transport Plan. Moreover the proposals have been submitted to TCAP, the Tidworth Area Board and WCC Cllr Hall agreed to monitor their progress in these two forums.

Proposed by Cllr Bale seconded by Cllr Rossiter that report as presented be accepted.

Agreed nem con

11. **113.08 General Matters:**

**Football Club.** The Members discussed a request by the football club to appoint a pitch condition agent to determine when the pitch was not suitable for play and it was agreed that Mr. Tony Stone be appointed - however this does not absolve the football club from their responsibilities as the home team.

**Bourne Valley Liner Park/Path Project.** Cllr Cox informed the meeting that this project was on the move and could be of benefit to the village.

**Litter Contract.** Following a discussion of the renewal process for the existing contract the Members agreed that the contract should if possible be put out to competitive tender. The Clerk informed Members he made informal contact with ISS Waterers Ltd who might be interested in tendering for the contract. Cllr Cox had sent ISS waters Ltd a detailed specification with up to date mapping. Cllr Rossiter agreed to investigate who is delivering the litter contract in Ludgershall. The Chairman agreed to lead on this matter and proposed that the current contract be extend from 1 April for 3 months until 1 July 2009 at a cost not to exceed 1% pro rata above the contract price for 08/09.

Proposed by Cllr Cox seconded by Cllr Rossiter.

Agreed nem con

**Action: Chairman/Clerk**

**A338/A346 Sight Lines.** The Clerk informed the Members that the sight lines at the A338/A346 roundabout are still not satisfactory. After discussing the matter Members authorised the Clerk to obtain a quote from Bawdens.

**Action: Clerk**

**Hanging Baskets.** The Members having discussed a proposal by Cllr Cox that the Council should

provide hanging baskets to be hung on the Millennium Memorial on the village green agreed to authorise the Clerk to obtain a quote from Bawdens. **Action: Clerk**

12. **114.08 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 2 April 2009 at 7.30 in Collingbourne Primary School.

The meeting closed at 9.20pm