

COLLINGBOURNE DUCIS PARISH COUNCIL

**MINUTES OF MEETING HELD IN COLLINGBOURNE PRIMARY SCHOOL
ON THURSDAY 6 SEPTEMBER 2012 AT 7.30pm**

Present:—Cllr M Cox (Chairman), Cllr A Ahl (Vice Chairman), Cllr N Williams, Cllr M Catton and Cllr Haverson.

In Attendance: Mr P Gill (Clerk), Wiltshire County Cllr C Howard PC SO M Downham and two member of the public.

1. **Apologies:**

Absent: Cllr J Mason.

2. **Chairman's announcements:** None made.

3. **Minutes of last meeting:**

The minutes of the Council Meeting held on 12 July 2012 having been previously circulated were agreed as a true record.

Proposed by Cllr Williams seconded by Cllr Ahl

Agreed nem con

23.12 Matters arising.

4. **Declarations of Interest:** All Members less Cllr J Mason confirmed that they had completed the registration of their Disclosable Pecuniary Interests. As a result Cllr Mason is ineligible to act as a Cllr until such times as he has registered his interests. None of the Members made declarations of interest.

5. **24.12 Policing Issues:** PCSO Downham reported on a number of incidents the most significant of which were dumping of rubbish in a garden, 3 x road traffic collisions, 2 hare coursing incidents, unlawful use of scrambling bikes, 2 x unknown males seen on a farm. It was generally quiet over the summer.

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

A member of the public asked a question regarding the possibility of having a pedestrian crossing on the A338. In response the Chairman asked the person to stay for item 28.12.

The meeting reconvened at 7.47pm.

7. **25.12 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:

Bobby Van Trust (Donation) £ 75.00

Wilts Council (Grounds maintenance) £1049.34

Wilts Council (litter & H&S) £545.62

Mr P Gill (Verio Internet Domain) £7.08

Mr P Gill (Think Print -Ink Cartridges) £44.00

Mazars (Audit Fees) £342.00

1st Clean Services (Bus Shelter Cleaning Feb & Jul) £48.00.

RBS Software (Accts Package Support) £124.80

Mr P Gill (Salary & Expenses) –£566.88

HM Revenue & Customs (Tax & NI) £141.80

Southern Electric (recreation Ground) £22.38

Wilts Council (Grounds Maintenance) £1,049.34

Proposed by Cllr Cox seconded by Cllr Haverson-that the report as presented be accepted and the cheques as presented be noted or authorised.

Agreed nem con

Annual Return. The members noted the conclusion of the audit for FY11/12 with the receipt of Annual Return with no comments made by the External Auditor and the posting of the end of audit notice.

Collingbourne Ducis Primary School Council. Having considered a request for a grant at the previous meeting the Members had expressed their agreement in principle to make a grant but needed more information before they could make a firm decision. As directed the Clerk wrote to the school asking for more detail and suggested to the school that they may wish to consider approaching Collingbourne Kingston PC for a grant. To date no reply has been received.

Jubilee/Olympics Events. The Members noted that that spending was within budget and the project now closed.

Bobby Van Trust. The Members noted receipt of a donation thank you letter.

Play equipment. Cllr Ahl reported that the item was still ongoing.

Millennium Sign. The Clerk reported that he had received from Mr M Gregory an estimate of £180.00 to repair the sign and asked Members if they wished for the whole sign to be repainted at an extra cost TBC. Members authorised the repainting of the sign at extra cost up to a maximum of £200.00 **Action: Clerk**

8. **26.12 Planning Report:** Cllr Ahl presented the planning report.
E2012/1012/TCA. Having considered the application Members agreed to not raise any comments.
E/2012/0925/FUL. Having considered the application Members agreed to not raise any comments.
There has been a problem receiving copies of planning applications from Wiltshire Council which the Members asked the Clerk to investigate. **Action: Clerk**

9. **27.12 Property Report:**
Great Mere. Having considered the damage to the bench Cllr Ahl agreed to make good the damage at a cost not to exceed £50.00 + VAT. **Action: Cllr Ahl**
Grass Cutting. Having considered the nettles beside the non right of way footpath from A338 to Gilbert's piece which have been reported as a problem again Members noted that this not a PC responsibility and thanked the person who removed the nettles.

10. **28.12 Highway Matters:**
Cllr Haverson reported that the Wilts County Highways have carried out repairs to potholes on Chicks Lane and Everleigh Road and patched holes along the A338. The maintenance of the footpath alongside the A338 does not seem to have included the stretch from the Village boundary to the shop and parts have weeds growing through the tarmac which poses a trip hazard. This was reported to CLARENCE in 2009 but nothing has been done to date. Wilts Cllr Howard agreed to follow this up.
Wheelibins put out on the pavement continue to obstruct the footpath and the promised survey is to be carried out as soon Cllr Haverson is able to conduct it.

A338 Working Group. Wilts Cllr C Howard briefed the members that the group had been in existence since 2008 and noted that documents are hosted on the Collingbourne Ducis website. He summarised the 9 factors and 2 options contained in report produced in March 2010 which resulted in the adoption of a strategy to have the A338 de-primed. He also briefed Members on the Statement of Common Ground agreed in July 2012 between the A338/A346 Working Group and Wiltshire Council. The strategy of having the A338 de-primed continues to be followed in tandem with trying to get the Highways Agency to change signage to encourage HGVs not to use the A338 and engaging with local transport operators and others who have agreed to reduce their use of the A338. Cllr Haverson then tabled for information a report produced in May 1996 by the Collingbourne Ducis Bypass Action Group part of which called for traffic lights through Church Bend. The Chairman then invited questions from Members and the public. Following this question and answer session Members agreed that a Public meeting should be held to discuss the possibility of having a pedestrian crossing on the A338 near London House and other measures. Cllr Ahl agreed to lead on the facilitating of the meeting to be held on a date TBC in October 12 to which the highways Agency and others will be invited. Members agreed that the cost of advertising flyers would be met by the Council. Wilts Cllr Howard agreed to speak to local Senior Traffic Management Engineer regarding a feasibility study for pedestrian crossing and orders of costs. The Chairman closed the item by thanking all concerned for their input.

Action: Cllr Ahl, Cllr Haverson and Wilts Cllr C Howard.

11. **29.12 General Matters:**

Thematic Groups. Details of these groups can be found on the website at <http://www.tidworthcommunityarea.info/>

Noted that there is a new group “Youth and Young People” which is chaired by Cllr. Sally Matton from Everleigh. This has held its first meeting which was constructive and useful.

New Code of Conduct. Having considered amendments to Standing Orders in light of the Act Members agreed to adopt the amended Standing Orders as previously circulated by the Clerk.

Proposed by Cllr Cox seconded by Cllr Williams **Action:** Clerk

Village Hall Sports. Members noted the potential start up by Wiltshire Council of community indoor sports in the Village Hall.

Village Show. Having considered possible involvement and user insurance and H&S requirement Members agreed to not have a stall and the Clerk confirmed that he seen the relevant and adequate insurance cover and the H&S risk assessment for the show.

12. **30.12 Co-option of Councillors:**

Having met the statutory (LGA 1972 Sect 79 & 80) eligibility requirements Fiona Dean was co-opted as a Member of the Council. However, she has yet to sign the Declaration of Acceptance of Office (LGA 1972 Sect 83). The Chairman welcomed Cllr Dean to the Council and the Clerk informed Cllr Dean that she must complete Wiltshire Council’s Town and Parish Register of Interests Form on-line within 28 days. Four vacancies remain as a result of the resignations and anyone interested in becoming a councillor should contact the Parish Clerk for details

Proposed by Cllr Cox seconded by Cllr Catton.

13. **Date of Next Meeting:** The date of the next meeting was confirmed as Thursday 1 November 2012 at 7.30 pm.

The meeting closed at 20.55 pm.