

COLLINGBOURNE DUCIS PARISH COUNCIL

MINUTES OF MEETING HELD AT COLLINGBOURNE DUCIS VILLAGE HALL ON THURSDAY 8 JANUARY 2009

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

In Attendance: Mr P Gill Clerk, KDC Cllr C Howard & KDC Cllr A Wood.

1. **Apologies:** Cllr A Jones, Cllr B Crompton, Cllr K Rossiter, WCC Cllr R Hall, PC M Randle and Sgt M Freeman.
2. **Chairman's announcements:**
Notice of Proposal to Discontinue Upavon Primary School is held by the Clerk.
The Wiltshire Magazine is held by the Clerk.
Details of the Wiltshire Council consultations on the Gambling Act Statement of Principles and Statement of Sex Establishment Policy and Regulations are available via the Clerk.
A feedback questionnaire from the Police was passed to Cllr Chandler to fill in on behalf of (and in consultation with) the Members.
3. **Minutes of last meeting:**
The minutes of the Meeting of the Parish Council held on 4th December 2008 having been previously circulated were agreed as a true record.
Proposed by Cllr Whinton, seconded by Cllr Chandler. 2 Abstentions
90.08 Matters arising – None that do not appear on the agenda.
4. **Declarations of Interest:** The Council as a whole declared an interest in planning application K/59855/F as one of the interested parties is involved in a legal dispute with the Council.
5. **91.08 Policing Issues:** PC Mark Randle provided the following written report: “12 calls the most significant of which included a burglary to a local farm office (enquiries ongoing), an assault in a local pub and a heated civil dispute within a dwelling, (one person on bail). I am also in the formative stages of setting up a youth club in the village and have secured possible premises and some initial funding. The Neighbourhood bulletin is really picking up now thanks to sustained advertising and word of mouth.”
The Members thanked PC Randle, in his absence on leave, for his report and expressed their disappointment at the lack of attendance by an alternative police representative.
6. **Adjournment for public comments/questions: 7.40pm**
KDC Cllr Howard gave an update on the future planning process which under Wiltshire Council will be much as it is now. The A338/A345 Working Group have produced a report that recommends the “De-priming” of the routes which then ease the imposing of resections on their use by HGV.
The meeting reconvened at 7.43pm
7. **92.08 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 I & E report showed an excess of expenditure over Income of £4612 which is set to grow by 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 coming in this year against financial provision carried forward from last year.
The following cheques had been issued since the last meeting as per approved contracts or IAW Standing Orders:
1080 – Bawden Ltd (Knapp hill tree work) £96.01
1081 – Bawden – Grass Cutting (Dec 08) £466.61

The following cheques were presented for authorisation:

1082 - Neighbourhood Watch, Village Hall hire - £20.00. (IAW LG & Rating Act 1997 Sect 31)

1083- Clerk's Salary & Expenses - £1027.53

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

Meetings venue locations & charges:

LGA 1972 Sect 134. As requested at the last meeting the Clerk briefed the Members that under the Act the Council may use for its meetings a village hall or community centre or use free of charge a room in any school maintained by the local education authority or any other room maintained out of any rate, that is not a room in a dwelling house and that the meeting must not interfere with hours in which the room is need for education, justice or police business.

Village Hall Fees. Having considered an email from the Village Hall Committee outlining proposed increase to fees from £144.00 to £198.00 per annum and the Clerk's briefing on Sect 134 the LGA 1972 the Members agreed to consider using the school as an alternative location for their meetings.

Proposed by Cllr Bale and seconded by Cllr K Pickis that the Chairman follow up using the school as an alternative venue for Council Meetings (after suitable consultation with the school to ensure they could facilitate this use). Members noted the potential saving of £198 per year though they felt a donation to the school to cover lighting and heating costs would be appropriate.

Agreed nem con

Action: Chairman

8. 93.08 Planning Report.

Cllr Whinton presented the planning report (copy attached, and to be displayed on the notice board).

K/59855/F Rear Roof extension to enlarge bedroom and en-suite at Springers Cadley Road, SN3EB for Mr P Bauer. Having considered the application Members agreed to object on the basis that the height of proposed development is higher than the existing roofline, will be visible from many viewing angles and is generally out of keeping with the other buildings in the area.

Action: Clerk

K/59898/F Single storey rear extension at the Old Rectory, Church Street, SN8 3EL for Mrs G Phillans. Having considered the application Members agreed to enquire as to whether or not the building is listed and agreed to comment that all work should be in keeping the other buildings in the area.

Action: Clerk

K/59955/TR2 Works to tress overhanging the paddock area to the south at Red Roofs Marlborough Road SN8 3DZ for Mr K Isherwood. Having considered the application Members agreed to make comment so as to ensure that work on the tree does not spoil the look of the tree and thus reduce its aesthetic value.

Action: Clerk

K/59971/F Two dormer windows to the front roof slope at Tuxford, Cadley road, SN8 3EA for Mr & Mrs C Ball. Having considered the application Members of Collingbourne Ducis PC delegated their no comment reply to the Clerk IAW the Council's Standing Orders. **Action: Clerk**

Proposed by Cllr Williams seconded by Cllr Pickis that report be accepted. Agreed nem con

9. 94.08 Property Report:

Play Areas:

Saunders Meadow. KDC Cllr Howard reported that the legal papers for the transfer of ownership from the developer to KDC are with the developer.

Saxon Rise. KDC Cllr Howard reported that he regretted that both this transfer and Saunders Meadow are stagnating due to a lack of urgency within KDC, but he endeavour to move it along.

Casual Play Space Project.

Benches. The Clerk reported that as directed by the Members at the last meeting he has ordered the benches and accruments at a negotiated cost of £1774 + VAT which is some £200 less than originally quoted.

Skate Board Park. The Chairman briefed the Members on the grant funding/ Sect 106 monies available for this sub project with the Clerk giving a brief on insurance costs. After a detailed discussion of the quotes received for the supply and installation of skate board equipment Members agreed to the accept the quote from Lightman Ltd for a 2 bay quarter pipe, a 2 bay ramp with

platform and a inline ramp with grind rail @ a cost of £11,500 + £300 delivery and VAT.
Proposed by Cllr Cox seconded by Cllr Risborough.

Agreed nem con

Action: Clerk

Special Goal & Wicket. The Chairman briefed the Members on the grant funding available/Sect 106 monies available for this sub project. The Clerk then informed Members conducted extensive internet research into finding an alternative supplier for the special rubberised goal ends produced by Sutcliffe Play but to no avail. As a result the Clerk recommend to Members that they waive the regulations relating to contracts to enable a price to be negotiated without competition IAW Financial Standing Order 11.1(c). Members agreed to accept the Clerk's recommendation and instructed him to place an order with Sutcliffe Play for a Special 5-a-side goal with Mesh/Rubber Barriers & Cricket Wicket including Safagrass and delivery at a cost of £4146.00 + VAT.

Proposed by Cllr Pickis and seconded by Cllr Chandler.

Agreed nem con

Action: Clerk

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 bidding for the contract however they would require a detailed specification with up to date mapping. The Chairman agreed to lead on this matter.

Proposed by Cllr Risborough and seconded by Cllr Chandler.

Agreed nem con

Action: Chairman

Recycling skips: Skips for plastic & cardboard waste will be at Everleigh Road on Wednesday 11th February 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. **95.08 Highway Matters:**

WCC Parish Steward Scheme. The dates of the next visit are 13 January 2009 and Cllr Bale should be notified of any work needed in the parish as soon as possible **Action: Cllr Bale**

Speed Humps in Cadley Road: Mr Martin Cook from WCC Highways at the invitation of the Clerk visited the village with a view to assessing road safety and other highways issues in the village. The visit was most productive and post the visit Mr Cook produced a set of very informative set of notes which will be précised by the Chairman and published in the Courier. Having reviewed Mr Cook's notes Members agreed to draw up a prioritised list of requests to go forward for inclusion in the WCC Local Transport Plan Term. The list of requests would include the Council's proposed solutions to the issues with the speed humps, footway from the School to the Village Hall on Chicks Lane, urgent repositioning on sign on the wooden bridge at the junction of Cadley Rd & A338 as well as generally improving the sightlines at the junction and Interactive "Slow Down Signs".

Proposed by Cllr Risborough and seconded by Cllr Bale

agreed nem con

Action: Chairman & Cllr bale

Railway Land Monies. The Clerk reported that information received from WCC under the Freedom of Information Act indicated that from the original sum of £30K allocated from the proceeds of the disposal of the Old Station Yard for Highway improvements £10k remains unspent. The Members thanked the Clerk for getting to the bottom of this perennial issue and will now consider how it might be best utilised.

Interactive "Slow Down Signs". The Clerk reported that he is still trying to source suppliers other than 3M Ltd. However, he will endeavour to get one of the 10 Mobile Speed Indicator Devices held by the Safety Camera Unit deployed to Collingbourne Ducis on a rotational basis.

Action: Clerk

11. **96.08 General Matters:**

WC Area Board – Having considered the WCC consultation document and a short brief from Cllr Howard followed by a question and answer session Members agreed to let the status quo of two separate Boards for Pewsey and Tidworth Community Areas to stand for the time being as probably being the least worse option and directed the Chairman to articulate this view at the next

meeting of the Tidworth Area Pilot Board.

Proposed by Cllr Chandler seconded by Cllr Williamson

agreed nem con

Action: Chairman

RBS Training Course. Members Authorised Clerk to attend the course at a cost of £150.00 +Vat IAW with LGA 1972 Sect 111 and that the Clerk be paid for attending and his travel costs met.

Proposed by Cllr Cox and seconded by Cllr Pickis

agreed nem con

Action: Clerk

New Litter Bins. Cllr Chandler reported that now that Xmas and New Year are out of the way he will be contacting Roger Marsh to get the bases fitted to the new litter bins. Cllr Chandler asked the Clerk about signage for the bins and the Clerk agreed to order “sticky labels” once a form of words was given to him.

Action Cllr Chandler & Clerk

Bus Shelters.

A338. Cllr Chandler was pleased to report that the replacement polycarbonate panels supplied by Garrick have now been fitted to the bus shelter opposite the shop.

A338/Everleigh Road Junction. Members agreed that this project should be deferred until the next meeting.

Cleaning. After some discussion Members agreed that it would be appropriate to have a glazing cleaning contract on, say, a quarterly basis, and the Chairman was to lead on obtaining competitive quotes and that subsequent selection of a contractor be delegated to the Clerk.

Proposed by Cllr Chandler seconded by Cllr Bale

Action: Chairman & Clerk

Chicks Lane. The Clerk reported that he had received two rough order of costs that differed by a substantial amount and Members directed the Clerk to source another one. **Action: Clerk**

War Memorial. The Chairman gave a report and the Members agreed this item be closed.

Emergency Planning. Having considered appointing a representative Members agreed to appoint Cllr Williams who will need to make contact with WCC Emergency Planning Department.

Action: Cllr Williams

Bourne Valley Liner Park Project. Having considered the implications of the project Members agreed to remain engaged with the project and that the Chairman leads on this.

Internet Address. Having considered a verbal report from the Chairman of the benefits of replacing .com with gov.uk Members agreed that the Chairman should conduct further investigation.

Action: Chairman

12. **97.08 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:** Was confirmed as 5th February 2009 at 7.30 pm at the Village Hall.

The meeting closed at 9.00pm