

## COLLINGBOURNE DUCIS PARISH COUNCIL

### MINUTES OF MEETING HELD AT COLLINGBOURNE DUCIS VILLAGE HALL ON THURSDAY 3 APRIL 2008

**Present:** Cllr M Cox (Chairman), Cllrs P Risborough, B Bale, J Dowsett, S Gilford, K Pickis, K Rossiter & N Williams.

**In Attendance:** P Gill Clerk, Dist Cllr C Howard, PC Mark Randle, KDC Community Safety Officer H Marsh, a Castledown Radio representative and four members of the public.

1. **Apologies:** Cllrs A Jones, G Chandler, N Whinton, County Cllr R Hall and PCSO C Davidson.

2. **Chairman's announcements:**

One Council meet and greet dates (start at 6.30pm) are as follows:

Monday, 14th April at Wessex Room, Corn Exchange, Devizes

Wednesday, 16th April at Neeld Hall, Chippenham

Thursday, 17th April at Chestnut Room, County Hall, Trowbridge

Tuesday, 22nd April at Cavel Room, Sarum College, Salisbury

Wednesday, 7th May at the upstairs room, Town Hall, Marlborough

WCC Annual Highway Maintenance Meeting is on 29th April, which the Chairman and Cllr Bale will attend.

A copy of the proposed lighting plan for "Church Bend" will be available for viewing after the meeting for comment.

3. **Minutes of last meeting:**

The minutes of the meeting held on 6<sup>th</sup> March 2008 having been previously circulated were agreed as true record.

Proposed by Cllr Gilford seconded by Cllr Rossiter

Nem Con

**19.08 Matters arising – for information only:** none that do not appear on the agenda.

4. **Declarations of Interest:** Cllr Gilford declared an interest in planning Application K/58382/F.

5. **20.08 Policing Issues:** PC Randle reported seventeen logged incidents the most significant of which were 3 arrests, 5 driving issues, ASB incident in Saunders Meadow, assault at the Shears Pub, theft of a van, ASB incident in the Burial Ground and damage to the Village Hall to which the perpetrator has owned up. The Knapp eviction has taken place.

6. **Adjournment for public comments/questions:** 7.38.pm.

The owner of the Spar Shop declared that he does not sell alcohol to under eighteens. and that he gets buyers under 21 to sign to say that they will not sell or pass on alcohol on to under eighteens. Moreover, he offered to act as an ambassador to the village youth and to help raise awareness in the village

After some discussion and a question and answer session regarding drinking in public places, underage drinking and litter the KDC Community Safety Officer explained the

process of applying for a “Designated Public Places Order” and how such an order would be enforced. She suggested that the best way of dealing with the problem was for her, the NPT and a small group of Councillors to liaise on finding a best way ahead. The Chairman suggested that as he and Cllrs Risborough & Bale are already engaging with the youth of the village that they would be best placed to fill this liaison role for the Council.

The Chairman agreed to speak to Cllr David Wildman regarding the “Rubbish Awareness Programme” being run by Tidworth Town Council. Moreover, he also agreed that in his capacity as Chair of Governors would speak to the Headteacher with a view to getting the children of the school involved in a similar way to the Tidworth schools.

KDC Community Safety Officer offered to arrange a litter pick of the village by KDC on request by the Clerk.

The Castledown Radio Representative volunteered the services of the station to raise awareness of the issues.

The Chairman summarised this part of the adjournment by saying that it was clear that a focused campaign to stop underage drinking and a general campaign to stop people discarding litter was probably the most appropriate way forward and he thanked everyone for their input.

KDC Cllr Howard reported ‘business as usual’ at Kennet District Council and, with the change to the new unitary Wiltshire Council less than a year away, a great deal of work is going on behind the scenes to make plans and arrangements for the changeover in April 2009.

A number of accountancy, IT and other skilled staff have already left the Council for employment elsewhere because of the forthcoming change to unitary status and this is beginning to cause problems in maintaining standards of service. This is likely to get worse over the next twelve months, but the Council is doing all it can to keep things running as smoothly as possible and is determined to hand over a first class local authority for incorporation into Wiltshire Council.

The Council has received a good report for 2007 from the Audit Commission, which states in its latest report that “Kennet continues to provide quality services that are good value for money.”

KDC Cllr Howard reported that the “Shrewsbury” appeal had been dismissed and that the Unitary Bill has been passed by both Houses of Parliament, and as a result WCC is now empowered to move forward on forming a Unitary Authority for Wiltshire.

In answer to a question KDC Cllr Howard confirmed that the Tesco Andover planning application is still under discussion.

The meeting reconvened at 8.22pm

7. **21.08 Licensing** – Given the extent of the discussion during the adjournment the Members felt that this item had been dealt with.
8. **22.08 Finance Report:**

The Clerk presented the Income and Expenditure report for February along with Bank Reconciliations produced from the accounts package and the latest bank statements.

The following cheque was presented for authorisation:

KDC – Grounds Maintenance – £747.88

Proposed by Cllr Dowsett and seconded by Cllr Bale that the report as presented be accepted and the cheques as presented be authorized. Agreed Nem Con

Having disused the mechanism to review the Clerk's salary and performance it was agreed that Cllrs Risborough and Pickis would conduct the review and report back to the Council.

**Action: Cllrs Risborough & Pickis.**

Mr J Robinson was confirmed as the Internal Auditor with whom the Clerk was now to liaise regarding the Annual Return.

**Action: Clerk**

Members noted the appointment of Mazars Ltd as the External Auditors.

9. **23.08 Planning Report.**

In the absence of Cllr Whinton the Chairman presented the planning report (copy attached, and displayed on the notice board).

Application:

K/58382/F: Side extension to replace flat roofed garage at 15, Bourne Rise, SN8 3HG for Mr & Mrs Gleeson. Members agreed to delegate replying to KDC to the Clerk in accordance with Standing Orders with the proviso that due regard is given to overlooking of and any reduction in the light to numbers 16 & 17 Bourne Rise.

Proposed by Cllr Pickis seconded by Cllr Williams

Agreed one abstention

**Action: Clerk**

10. **24.08 PROPERTY REPORT:**

The Chairman reported on the new grass cutting contract which the Members then discussed. They agreed that the standards of working need to be checked against the contract and authorised the following extra work to be carried out:

Burial Ground – Remove old spoil and remove of site, level the high and fill the low spots on the graves and seed at cost of £493 +VAT. Noted that this needs to be done sensitively and Members deferred making a decision on the exact methodology, timing etc. until the next meeting.

Cut the grass 2 x a year on the area between Tidworth Road and Ludgershall Road (the Great Mere) at a cost of £24.00 + VAT per cut.

Recreation Ground – dig out and reset the football goal sockets five or six metres north and fill in the old goal mouths with topsoil and seed at a cost of £129.59 + VAT. It was agreed that following the move of goalposts, if necessary the pitch should be marked out with white lines until the old weedkilled lines had grassed over and new weedkiller marking established.

Southerly Village Green – Cut up and clear a tree at a cost of £74.00 + VAT

Proposed by Cllr Dowsett seconded by Cllr Risborough Agreed Nem Con

**Action: Clerk to instruct Bawden Ltd**

Burial Ground - The Members agreed to increase the Burial ground fess by 4%.

**Action: Clerk to amend fees**

Saunders Meadow Play Area - Approval has been given by Persimmon Homes and KDC for the installation of new play equipment to the Parish Council specification. Kennet will be liaising with the Parish Council to agree a layout for the new equipment.

Casual Play Area for Teenagers – The meetings continue with good input from the all concerned. The Members agreed to authorise the ordering of a purpose made wooden

shelter, the installation of an electrical services tube, concrete and other minor works at a cost not to exceed £2500.00 in the addition to the £300 already approved.

Proposed by Cllr Risborough seconded by Cllr Cox

Agreed Nem Com

**Action: Chairman to place order**

Recreation Ground – The Members agreed to defer the “Plain English “version of the Byelaws and the draft version of the revised Conditions of Use to the next meeting.

**Action: Clerk to place on next agenda**

Everleigh Road/Court Farm/Recreation Ground “Footpath” – Members agreed to approve the new opening onto the Recreation Ground. The chairman noted that he had contacted Court Farm about complaints from a resident adjacent to the footpath regarding rubbish and behaviour by public using the footpath.

Recycling Skips – Skips for plastic and waste will be at Station Approach on Wednesday 23<sup>rd</sup> April between 10.00am & 12.30pm. A full list of dates and times can be found at <http://www.collingbourne-ducis.com/>.

11. **25.08 Highway Matters** – Cllr Bale agreed to speak to WCC Highways Department regarding potholes in Cadley road. The Clerk has already reported these potholes and has been assured that they are on the WCC’s list of work to be done.

**Action: Cllr Bale**

WCC Parish Steward Scheme: Next visit date is Tuesday 10<sup>th</sup> June, Cllr Bale to be notified of any work need in the parish as soon as possible.

12. **26.08 General Matters**

Village Design Statement – Given the general lack of interest from the villagers the Members agreed to remove this item from the agenda.

New Electoral Divisions - The Members having been informed by Cllr Howard that the original proposal is being reviewed by WCC agreed not to discuss this matter further.

**Date of next meeting:** Was confirmed as 1<sup>st</sup> May 2008 at 7.00pm starting with the **Annual Parish Meeting** which is to be followed by the **Annual Meeting of the Parish Council**.

The meeting closed at 9.05pm