

COLLINGBOURNE DUCIS PARISH COUNCIL

MINUTES OF MEETING HELD IN COLLINGBOURNE PRIMARY SCHOOL ON THURSDAY 11 June 2009 AT 7.30pm

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

In Attendance: Mr P Gill Clerk, SPC J Wilding, WC Cllr C Howard and two Members of the Public.

1. **Apologies:** Cllr B Crompton, Cllr K Pickis,.

2. **Chairman's announcements:**

Community First Youth Training Course details held by Clerk.

WALC News letter held by Clerk.

The Chairman thanked Mrs L Rogers for tending around the War Memorial – something she quietly does year after year.

3. **Minutes of last meeting:**

The minutes of the Annual Parish Meeting and the Annual Meeting of the Parish Council held on 14 May 2009 having been previously circulated were agreed as a true record.

Proposed by Cllr Bale, seconded by Cllr Whinton.

2 Abstentions

14.09 Matters arising. None

4. **Declarations of Interest:** The Chairman declared an interest in Planning Application E/09/0601/FUL at item 17.09.

5. **15.09 Policing Issues:** SPC J Wilding reported that very little crime had taken place since the last meeting however in the surrounding area there have been a number of thefts of from garden sheds and like structures and advised that security of these should be checked. In response to a question from a Member SPC Wilding informed Members that he is trained in the use of handheld speed monitoring equipment and that he will be deploying it in the village. Members then gave SPC details of times and locations when speeding might be taking place.

6. **Adjournment for public comments/questions: 7.50pm**

Wiltshire Councillor. The Chairman congratulated WC Charles Howard on election and invited Cllr Howard to deliver his first report. Cllr Howard made the following report: I am pleased to be attending this meeting as the first Wiltshire Councillor for the Collingbournes and Netheravon Division following my election on 4th June. I am attending an Induction Course at Wiltshire Council for the next two weeks, after which I will have more time available to carry out my duties as your Councillor.

One of my Election pledges was to improve the waste collection and recycling arrangements, and I together with my fellow Councillors at Tidworth and Ludgershall have already tabled a joint motion to be discussed at the first meeting of the Council. This motion calls for kerbside collections of plastic and cardboard across the county, so this will be one of the first things to be looked at by the new Council.

The first Area Board will be held at Netheravon on the evening of Monday 6th July. I will be a member of that Board, and I do urge the Parish Council to send a representative to these meetings if at all possible. Members of the public are also welcome, and are free to take part in discussing the matters which will be debated at Area Board Meetings. I hope to be in a position to announce further details of this first meeting in the July/August edition of the Courier.

The meeting reconvened at 7.55pm

7. **16.09 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 presented for authorisation as per approved contracts or IAW Standing Orders:

Gillet & Johnston (Church Clock) - £197.80 (IAW PC act 1957)

G Lister (Bench Planting) - £220.00

Smiths Gore – ROW Rent - £30.00

Wilts County – (Green Bin) - £30.00

Mr P Gill – (Stationary) - £12.96

1st Clean Services – (bus Shelters) - £23.00

Mr R Marsh – (Litter bin repair) - £81.65

Bowden Ltd – (Grass Cutting) - £466.61

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

Agreed nem con

Transfer of Funds. Following a proposal by the Chairman the Members agreed that £5,000.00 be transferred from Lloyds Bank Account to the Scottish Widows Account.

Proposed by Cllr Cox seconded by Cllr Chandler

Agreed nem con

Action: Clerk

Assessment & Management of Risk Plan. The Clerk informed Members that the plan was required by the auditors for FY09-10 following which the Members directed the Clerk to draw up a draft plan for consideration at the next meeting.

Action: Clerk

Grants Compliance. The Members having considered follow up action to ensure that grants made by the Council have been used for the proposes for which they were made and that the Council's directions and caveats have been complied agreed that the Chairman follow this up in the first instance by gaining the confirmation of the school and preschool re usability of the new village hall hand dryers.

Action: Chairman

Football Refunds. Having considered making a refund for un-played games Members agreed not to authorise the refund. Following the withdrawal of one of the teams from the local league the Members further agreed that a revised invoice be issued for the 09/10 season and that a previous credit of £36.85 be carried forward.

Action: Clerk

8. **17.09 Planning Report.**

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

E/09/0601/FUL - Creation of dormer windows to front elevation; installation of new dormer window to rear elevation. Replacement utility room extension to side elevation, new pitched roof over existing flat roof garage, replacement roof covering at Little Orchard, Cadley Road SN8 3EA for Mr. D Perry. Having considered the application the Members agreed to defer to the decision of the WC Planning Officers.

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

1 Abstention

Action: Clerk

9. **18.09 Property Report:**

Litter Patrol. Having considered the previously circulated draft contract the Members agreed to accept the 48 week contract and directed the Clerk to inform Tidworth Development Trust of their decision.

Proposed by Cllr Cox Seconded by Cllr Bale

Agreed nem con

Action: Clerk

Litterbins. The litter bins have been repaired and Cllr Chandler agreed to liaise with Roger Marsh on the sighting of the bins. Suggested locations are in the burial ground, alongside the bench on the Bourne footpath in place of the existing and in Cadley Road somewhere near the easterly speed hump.

Action: Cllr Chandler

Grounds Maintenance.

Grass Cutting. Having received a report from the Chairman in which he highlighted the some problems that had arisen in different parts of the village, particularly with regard to adherence to the agreed schedule, members discussed the issues. However, for the time being the problems seem to have been resolved. The Clerk reported that he had still only received quotes from Bawdens following which the Members agreed to form a working group in the autumn to purchase and plant a beech hedge on the eastern end of the burial ground.

Action: Cllr Bale

Football Pitch. The Clerk reported that he had been informed that tree roots were being exposed on the eastern side of the football pitch following which the Members agreed to have Bawdens look at the problem with a view to fixing the problem or narrowing the football pitch (clerk to establish acceptable dimensions).

Action: Clerk

Play Areas.

Saxon Rise & Saunders Meadow. No further movement as yet however Cllr Howard is requested to take this matter up with the Officers at Wiltshire County. **Action: WC Cllr Howard**

CPS. The shelter has been re-felted.

Burial Ground green bin. Wiltshire Council have not received the cheque issued on 20 May 09 nor has the cheque been cashed. The Clerk agreed to follow this up with Wiltshire Council and the bank.

Action: Clerk

Village fete. The Chairman informed Members that the Fete is now being organised under the auspices of the Church and that insurance cover for the event will be provided under the Church's insurance policy.

The Members agreed to waive the hire fee for the event.

Proposed by Cllr Cox seconded by Cllr Jones

Agreed nem con

Action: Clerk

Goal Posts. The Clerk reported that the southern goal posts were not in position at 7.10pm. At this point Cllr Chandler left the meeting to check the situation and reported that they were back in position at 8.30pm. The Chairman and Cllr Chandler agreed to investigate the unauthorised removal.

Action: Chair & Cllr Chandler

Recycling skips: Skips for plastic & cardboard waste will be at Everleigh Road on Wednesday 17 June 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>.

10. **19.09 Highway Matters:**

WCC Parish Steward Scheme. Cllr Bale reported that the Steward had been tasked with the clearing of footpaths and the filling in of minor potholes. The dates of the next visit are yet to be confirmed and Cllr Bale should be notified of any work needed in the parish as soon as possible. **Action: Cllr Bale**

Improvements: The Members noted the work being carried out on the A338 within the village and requested that WC Cllr Howard provide an update on the other improvement to the next meeting.

Action: WC Cllr Howard

11. **20.09 General Matters:**

Allotments. Cllr Chandler has made contact with one of the landowners however the land is currently subject to probate. Cllr Chandler agreed to monitor the situation. **Action: Cllr Chandler**

Youth Working Group. Nothing to report.

Bus Shelter. After discussion it was agreed that the Clerk write to Wiltshire County regarding the process for gaining grants in support of the purchase of a new bus shelter. **Action: Clerk**

New Statement of Community Involvement. The Chairman agreed to circulate the Wiltshire County document to Members for their consideration and comment. **Action: Chair**

12. **21.09 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. **Confidential item: 22.09 Clerk's Conditions of Service:**

14. **Date of Next Meeting:** The date of the next meeting was confirmed as 7.30pm on Thursday 2 July 2009 in Collingbourne Primary School.

The meeting closed at 9.20pm