

COLLINGBOURNE DUCIS PARISH COUNCIL

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

Present: Cllr M Cox (Chairman), Cllrs B Bale, G Chandler, A Jones, K Pickis, N Williams & N Whinton.

In Attendance: Mr P Gill (Clerk), County Cllr R Hall, Dist Cllr C Howard, PC M Randle, PCSO C Davidson and two members of the public.

1. **Apologies:** Cllr S Gilford, Cllr P Risborough and Cllr K Rossiter.
2. **Chairman's announcements:**

The N. Wessex Downs Area of Outstanding Natural Beauty has requested grant applications to help deliver local projects that have a positive impact on the environment of the North Wessex Downs.

Culture South West have asked the village to make as much noise as possible on 24th of August to celebrate the UK becoming the Olympic host nation (they particularly asked for church bells to be rung).
3. **Minutes of last meeting:**

The minutes of the Meeting of the Parish Council held on 5th June 2008 having been previously circulated were agreed as a true record.

Proposed by Cllr Bale seconded by Cllr Whinton. Agreed nem con

48.08 Matters arising – None that do not appear on the agenda.
4. **Declarations of Interest:** Cllr Bale declared an interest in planning application K /58989/TR2
5. **49.08 Policing Issues:** PC Randle reported that 10 calls had been received the most significant involved a burglary that was still being investigated. Other calls related to vehicles and noise from a local pub. In response to a question from Cllr Chandler PC Randle outlined the force's strategy to deal with speeding and how priorities were set for the use of resources and reinforced the need for the public to report speeding vehicles by their Vehicle Registration Number.
6. **Adjournment for public comments/questions:** 7.47pm

WCC Cllr Hall reported that the Boundary Committee published its draft recommendations for Wiltshire on 1st July, 2008. A brief analysis of the draft recommendations indicates that the Boundary Committee have accepted the council size of 98 members and have made minimal changes to the county council's original submission none of which effect the Parish. He reported on his visit to HQ SPTA and explained that he had been informed that military helicopters can be authorised to fly down to a height of 250ft on a routine basis. He then gave a brief resume on the WCC Office of Chairman's history and displayed the Chain of Office.

KDC Cllr Howard informed the meeting that KDC have started handing over some small areas of property to towns and villages and that the Saunders Meadow Play area would be handed over to the Parish in due course. He reported that KDC would welcome applications for small capital grants (max £5K) and outlined the criteria for bids. Given this information the Members agreed that the F& P Committee is to write cases for capital grants. **Action: F&P Committee**

Concerns regarding the misuse of play equipment on the Knapp Hill Play Area were raised by a member of the public. The Chairman agreed to investigate the complaint and PCSO Davidson agreed to visit the area. **Action: Chairman**

The Members were thanked for their efforts to have the crossing on the A338 made safe and the grassed area reinstated.

In reply to a question on TV reception the Chairman agreed to write to an appropriate body.

Action: Chairman

The Members were requested to give their support to the Health and Social Care Link Forum.

The meeting reconvened at 8.11 pm

7. **50.08 Finance Report:**

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

The following cheques had been issued since the last meeting

Note cheques issued since the last meeting:

1031 - Bawden Ltd (Grass Cutting April 08) £476.76

1032 - RJ Chandler (Teen Shelter Water main repair) £20.00

1033 - W Mundy (Teen Shelter Shingle) - £42.00

1034 - A4 Hire Ltd (Teen Shelter Digger Hire) - £82.25

1035 - SD Gunnell (Teen Shelter electricity jointing hole) - £50.00.

The following cheques were presented for authorisation:

Clerk's Salary - £904.43

Clerk's Expenses - £140.85

Bus Shelter invoice - £5475.55

Litter Bins invoice - £ 972.14

Proposed by Cllr Chandler, seconded by Cllr Williams that the report as presented be accepted and the cheques as presented be noted and authorised less the invoice for the Bus Shelter of which £200 was to be withheld until the signage had been completed.

Agreed nem con

Action: Clerk

Appoint Member for Finance Matters: After a short discussion the Members agreed that Cllr Risborough as Chairman of the Finance & Property filled the appointment.

Neighbourhood Watch: Having considered a previously circulated request from the Tidworth Section Neighbourhood Watch to pay for the hire of the Village Hall for a meeting to renew and extend the forum in Collingbourne Ducis the Members agreed to pay for the hire at a cost not to exceed £20.00 IAW Sect 32 of Local Government Rating Act 1997.

8. **51.08 Planning Report.**

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

Applications:

K/58989/TR2 - felling of one sycamore at Old Lime Farm

K/59000/LBC - replacement of existing window in garage at Sally Lunn's, 68, Cadley Road

The Members agreed to defer to the decision of the Officers at KDC on both applications and directed the Clerk to reply to KDC with their comments, in line with Standing Orders,

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

Agreed one abstention

Action: Clerk

9. **52.08 Property Report:**

Grass Cutting Contract: The WG have reviewed the re-written grass cutting schedule which has been passed to the contractor. The Members expressed their disappointment with the service delivery to date and directed the WG to have a formal meeting with the contractor to discuss the issues. The Chairman reported that the Clerk has finally established which grassed areas are cut by Wiltshire County Council under contract and it was agreed that it was impractical to also include those areas in the parish Council's specification – in any case, the work being carried out for Wiltshire appeared to be adequate, with the exception of the area north of the Marlborough bound bus stop at Chick's Lane, which is already the subject of ongoing correspondence

Action: Working Group Members

Casual Play Space Project:

Phase one is complete i.e the shelter is in location and has lighting. Cllr. Cox outlined the results of research into lighting columns for the casual play surface. The research had revealed that most lighting columns required specialist equipment to change the light bulbs but that Diamond Engineering manufactured a hinged column which did not. Diamond Engineering had quoted least for the recent supply of electrical equipment for phase one of the project and it was agreed to place a non-competitive order with them for the supply of two hinged lighting columns in a sum not exceeding £750. Noted that this was for the columns only and did not include the actual lighting head.

Proposed by Cllr Cox, seconded by Cllr Pickis

Agreed nem con

Action: P&F Committee

Three Tarmac Tenders have been received which the Members agreed should be considered by the P&F Committee as soon as is practicable and the order placed under delegated authority as agreed at the last meeting.

Action: P&F Committee

Recreation Ground:

The Chairman reported that “Plain English” version of the Byelaws still needs some work, and the Clerk reported that he has not yet been able to find the government department that deals with changes to byelaws.

Action: Chairman & Clerk

The On-line booking page is now on the PC Website and confirmed bookings can be viewed. The Clerk noted that he had yet to order the software to enable him to carry out the updating of the page – the chairman will continue to do so in the meantime.

After a short discussion on the need to better control vehicle access onto the recreation ground and the potential for proliferation of keys for the barriers the Members authorised the purchase of “Authorised Keyed Padlocks” at a cost not to exceed £200.00 + VAT IAW Sect 19(f) of the Local Government (Miscellaneous Provisions) Act 1976.

Proposed by Cllr Cox, seconded by Cllr Williams

Agreed nem con

Action: Chairman

High Street hedges: The Chairman outlined a complaint from a member of the public regarding the condition of hedges on the High street. The Members having discussed this complaint and identified other hedges that were a concern agreed to write to the relevant parties and directed the Clerk to draft a letter for signature by the Chairman and to check with the Land Registry on the ownership of specific parcels of land within the parish boundaries.

Action: Chairman & Clerk

Vehicles on Blue Lion Green: After a discussion the Chairman agreed to write to the owner of the property concerned.

Action: Chairman

Saunders Meadow: Cllr Jones reported that the foundations for most of the play equipment were now in place and that grass seed had been laid.

Riverbourne Fields play area. The play area remains fenced off to prevent unauthorised use whilst still in the possession of Persimmon Homes.

Recycling skips: Skips for plastic & cardboard waste will be at Station Approach on Wednesday 13th August between 10.00am & 12.30pm. A full list of dates and locations can be found at <http://www.collingbourne-ducis.com>.

10. **53.08 Highway Matters:**

WCC Parish Steward Scheme: The date of the next visit was confirmed as 7 July. Cllr Bale to be notified of any work needed in the parish as soon as possible.

11. **54.08 General Matters:**

Litter bins: The bins have now been delivered. After a short discussion the Members authorised the purchase of ground anchors at a cost not to exceed £100.00 + VAT IAW Sect 5 of the Litter Act 1983.

Proposed by Cllr N Williams, seconded by Cllr Picks.

Action: Cllr Chandler

Bus Shelter, Bottom of Knapp Hill: Cllr Chandler reported that he is still awaiting information from the relevant KDC Officer.

Action: Cllr Chandler

Parish Council Elections: Having considered a Central Government proposal to change the date from 2013 to 2009 Members agreed not to support the proposal and directed the Clerk to reply to that effect.

Action: Clerk

SPTA Air Space Consultation: Having considered proposed changes to the SPTA Air Space the Members agreed not to make any comment.

12. **55.08 Co-option of Councillors:** No nominations were proposed.
13. **Date of Next Meeting:** Was confirmed as 4th September 2008 at 7.30 pm at the Village Hall.

The meeting closed at 8.55pm