

COLLINGBOURNE DUCIS PARISH COUNCIL

**MINUTES OF MEETING HELD IN COLLINGBOURNE PRIMARY SCHOOL
ON THURSDAY 3 SEPTEMBER 2009 AT 7.30pm**

Present: Cllr M Cox (Chairman), Cllr A Jones, Cllr B Crompton, Cllr G Chandler Cllr K Pickis, Cllr N Whinton and Cllr N Williams

In Attendance: Mr P Gill Clerk, WC Cllr C Howard, PC G Wilkins and 2 members of the public.

1. **Apologies:** Cllr B Bale Cllr P Risborough and Cllr K Rossiter.

2. **Chairman's announcements:**

WC - Standards Board Committee letter, leaflets and DVD held by the Clerk

Community First report & AGM to be held on 7 October 2009.

South Wiltshire Core Strategy Development Plan.

TDT went into liquidation on 14 August 2009 owing £322.50 to the PC for services not delivered.

3. **Minutes of last meeting:**

The minutes of the Meeting of the Parish Council held on 2 July 2009 having been previously circulated were agreed as a true record.

Proposed by Cllr Pickis seconded by Cllr Whinton.

Agreed nem con

31.09 Matters arising.

4. **Declarations of Interest:** Cllr Cox declared an interest in item 33.09 - Gillett & Johnston invoice & estimate.

5. **32.09 Policing Issues:** PC Graham Wilkins introduced himself and reported that the only crime reported since the last meeting was the theft of a boat from a farm. He explained that policing priorities in the village for the next 3 months were to be speeding on the A338 and the re-energising of the Neighbourhood Watch scheme which will be led by PCSO P Philippa Royston. He then answered questions from the Cllrs and public regarding HGV traffic and speeding. PC Wilkins confirmed that speed guns would be deployed in the village and Cllr Jones agreed to lead on investigating the resourcing and supply of 30MPH Wheelie Bin Stickers for use in appropriate areas of the village.

The Chairman thanked PC Wilkins for attending.

Action: Cllr A Jones

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

Wiltshire Councillor. WC Cllr Howard gave an update from the A338/A334 HGV Working Group in which he explained that a report had been prepared for presentation to TACP and subsequently to the Tidworth Area Board with the intention of the Board taking the report forward to Wiltshire Council with a view to having both roads "de-primed" which would then allow restrictions to be imposed on the roads and the traffic using them.

WC Cllr Howard then gave an overview of the Community Grants Scheme and outlined those types of projects that may qualify for grants. Details of the scheme are given at

<http://www.wiltshire.gov.uk/communityandliving/areaboards/areaboardscommunitygrantsscheme.htm>

The meeting reconvened at 8.06pm

7. **33.09 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:

Lexis Nexis (Arnold Baker LCA) £59.05 IAW with LGA 1972 S111

Wiltshire County – (Green Bin) - £30.00

R Marsh (Re-felt Teen Shelter) £345.00

Bawden Ltd (Root work) £178.69

RBS Software (ALPHA Maintenance) £90.85

Bawden Ltd (Grass Cutting) £466.61

Marmax Ltd (Bench) £109.24

P Gill - NTT Communications (Website) £7.08

Mazars (Audit Fees) £460.00

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

Agreed nem con

Gillett & Johnston invoice & estimate. – Having considered an invoice for the inspection of the Church Clock the Members agreed to pay the invoice for £201.83 IAW with PC Act 1957 S2, but agreed to defer any decision on the estimate until the next meeting in order that the Members have an opportunity to take a close look at the clock with a view to establishing ownership. Moreover the Chairman agreed to speak to the PPC about the estimate.

Proposed by Cllr Chandler seconded by Cllr Pickis

One Abstention

Action: Chairman & Councillors

Grants Compliance. The Chairman reported that a lack of feedback indicates that the hand dryers are in appropriate positions and Members agreed that no further action was required.

Link Scheme: Having considered making a donation to the Link Scheme in support of Swine Flu work the Members agreed that no donation be made at this time but that the matter be revisited as events unfold.

8. **34.09 Planning Report.**

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

E/09/0970/FUL. Erection of cattle building at West Hill Farm, Chicks Lane, CD, for Mr SH Crook. Having considered the application the Members agreed not to make any comment.

E/09/1089/FUL. Creation of three new dormer windows on front elevation, in replacement of existing roof windows. Installation of new dormer window to rear elevation in replacement of existing roof windows.

Replacement utility room extension to side elevation, new pitched roof over existing garage flat roof, replacement roof covering, together with internal alterations to create additional bedroom on first floor at Little Orchard, Cadley Road, SN8 3EA for Mr. D. Perry Having considered that application the Members agreed not to make any comment.

E/09/0954/FUL. Erection of dwelling for agricultural worker, demolition of redundant agricultural buildings at West Hill Farm, Chicks Lane, for S.H. Crook. Erection of dwelling for agricultural worker, demolition of redundant agricultural buildings at West Hill Farm, Chicks Lane, for S.H. Crook. Having considered the application the Members agreed to make the following comments:

- The size, scale and design of the building would appear to be at odds with the stated purpose of the application.
- A garage and office appear on the drawings but there is no mention of them in the application.

Proposed by Cllr Williams and seconded by Cllr Cox that the report as presented be accepted. **Agreed nem con**

Action: Clerk

Planning Committee. Having considered the membership of the Planning Committee the Members agreed to Cllr Jones's offer to stand down.

Action: Clerk

WC Cllr Howard informed the meeting that an appeal had been lodged against the refusal of planning permission for application E/09/0235/FUL at Acorns. Having declared a personal interest in the item Cllr Whinton informed the Members that the PC had not received notification of the appeal. After discussion the Members agreed that the Chairman should communicate with Wiltshire Council confirming the PC's objections to the application.

Action: Chairman

9. **35.09 Property Report:**

Play Areas. WC Cllr Howard confirmed that Saunders Meadow & Saxon play areas are now open and are being maintained by Wiltshire Council. He further explained that Wiltshire County does not as yet have a policy on the transfer of "Sect 106" play areas to Parish Councils though this would be resolved shortly. The Members noted this and expressed their concern regarding the transfer of funding for future maintenance. The Members thanked WC Cllr Howard for his support in getting these two play areas opened and maintained.

Grounds Maintenance. Having reviewed a quote from Mr G Lister for £120.00 minor ground maintenance works the Members agreed to accept the quote and authorised the work.

Proposed by Cllr Cox seconded by Cllr Crompton

Agreed nem con

Action: Clerk

Burial Ground:

Having considered the draft revision of rules circulated with the agenda the members agreed to adopt the draft rules as circulated with all measurements shown in metric and imperial. **Action: Clerk**

The Green Wheelie bin is in place and is being emptied.

Casual Play Area. The Chairman reported that the netting on the "BMX" Track was lifting. **Action Clerk**

Benches. The bench for the path on the eastern side of the River Bourne has been purchased and is awaiting fixing in position. The Members noted that Cllr Chandler had been approached by a Member of the public requesting the positioning of a bench on Knapp Hill.

Litter Contract. The Chairman outlined the situation regarding TDT going into administration with £322.50 owing to the PC and the cessation of the Litter Picking Contract. After discussion the Members agreed to engage Mr J Halton on a self employed basis to carry out the litter picking and play area inspections at a cost of £180 per month and to hire an 1100Ltr Euro Bin from WC to be used to deposit the picked litter at a cost not to exceed £250 per annum. Cllr Cropmton kindly agreed for the Euro Bin to be located in the Blue Lion Car Park. Proposed by Cllr Cox seconded by Cllr Cropmton. **Agreed nem con**

Action: Clerk

Recycling skips: Skips for plastic & cardboard waste will be at Everleigh Road on Wednesday 21 October 2009 between 10.00am & 12.30pm. A full list of future dates has been posted on <http://www.collingbourne-ducis.com>.

10. **36.09 Highway Matters :**

WC Parish Steward Scheme . The dates of the next visit have yet to be confirmed and Cllr Bale should be notified of any work needed in the parish as soon as possible. **Action: Cllr Bale**

Highway Improvements:

Highways Improvements. WC Cllr Howard updated the Members on the current situation and informed them that the schemes will be considered in the round at a Local Area Transport Plan meeting to be held on 9 September 2009.

Chick's Lane Footpath. The quotes have been received and the Chairman will now write to Wiltshire Council requesting the release of funds. **Action: Chairman**

30MPH Wheelie Bin Stickers. As agreed earlier in the meeting Cllr Jones will now lead on this matter and will report to the Members at the next meeting.

11. **37.09 General Matters:**

Village Fete: The Chairman briefed the Members on the insurance status and the request for volunteers to help erect tents etc on the day. The Members agreed to sponsor a climbing wall at a cost not to exceed £200.

Proposed by Cllr Cox seconded by Cllr Pickis. **Agreed nem con**

Risk Assessment & Management Plan. Having considered the draft plan as previously circulated the Members agreed to adopt the plan. **Action: Clerk**

Bus Shelters: Cllr has yet to write to Wiltshire Council. **Action Cllr Chandler**

Allotments: No movement as yet on possible site as the land is still subject to probate. Cllr Chandler reported that he has successfully acted as facilitator for a scheme to introduce those with large gardens they found difficult to manage to people who were looking for land to use as a garden or allotment **Action: Cllr Chandler**

12. **38.09 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. **Date of Next Meeting :** The date of the next meeting was confirmed as 7.30pm on Thursday 1 October 2009 in Collingbourne Primary School.

The meeting closed at 9.15pm