

COLLINGBOURNE DUCIS PARISH COUNCIL

MINUTES OF MEETING HELD AT COLLINGBOURNE DUCIS VILLAGE HALL ON THURSDAY 6 MARCH 2008

Present: Cllr M Cox (Chairman), Cllrs B Bale, G Chandler, J Dowsett, S Gilford, A Jones, N Williams & N Whinton.

In Attendance: P Gill Clerk, Dist Cllr C Howard, PCSO C Davidson and three members of the public.

1. **Apologies:** Cllrs P Risborough, K Pickis, K Rossiter, PC Mark Randle and County Cllr R Hall

2. **Chairman's announcements:** None from the Chairman, however Cllr Whinton asked that the Members congratulations be offered to the Chairman and the others listed below who have recently received Community Awards:

Mike Cox - for support to Church, parish council, school and Great Mere project. He was awarded the Environment Shield.

Wendy Chandler & Cheryl Black for support to Collingbourne Brownies

Graham Chandler & Owen Sheppard for support to Collingbourne Cricket Club. Graham Chandler also received the shield for Community Support.

Tony Still for support to Short Mat Bowls Club, Link scheme and the Great Mere project. He was also awarded the TDT shield for service to the community.

3. **Minutes of last meeting:**

The minutes of meeting held on 7th February 2008 having been previously circulated were agreed as a true record.

Proposed by Cllr Gilford seconded by Cllr Dowsett.

Agreed 2 Abstentions.

12.08 Matters arising – for information only:

07.08 WCC is going to re-lay the dangerous disabled crossing of the A 338 near the Shop.

The muddy area on the opposite side of the same road will be cleaned up and grass-sown in March or April.

08.08. The Primary School had paid the £273 on 26 Jun 2007, however it had been misposted in the Council's account.

Financial Standing Orders have been amended.

4. **Declarations of Interest:** Cllr Dowsett declared a general interest in that he is a member of the Village Hall Trust management committee and is involved with the Link Good Neighbour Scheme. Cllr. Cox is involved with the St Andrews Church building project.

5. **13.08 Policing Issues:** PCSO Davidson reported five recorded incidents consisting of two Road Traffic Accidents, a parking matter at the Knapp and one Anti Social Behaviour matter. There have been incidents of a foreign national pretending to be deaf & dumb and trying to sell door to door. She also gave an update on the 4X4s being driven on the pavement in Cadley Road and the loose dog incidents raised at the last meeting. She

encouraged members of the public to report incidents of Anti Social Behaviour as these reports form the basis of evidence required to gain more resources and to get orders such as “Designated Public Places Orders” issued.

6. **Adjournment for public comments/questions:** 7.47.pm.

A member of the public raised concerns regarding the siting of the Teenage Shelter.

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.

The meeting reconvened at 7.55pm

7. **14.08 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 cheques were issued since the last meeting

1004 – NTT Europe Steady Backup- £17.87

1005 – Sarsen Housing Ground rent- £5.00

1006 – SEPF Plc Electricity Supply- £379.53

The following cheques were presented for authorisation:

TDT – Litter Contract £429

Clerk’s Salary and Expenses - £985.57

Village Hall Rent 07/08 - £144.00

Village Hall Donation – £200.00

Air Ambulance Donation - £250.00

Link Good Neighbour Scheme Donation- £200.00

Proposed by Cllr Chandler and seconded by Cllr A Jones that the report as presented be accepted and the cheques as presented be authorized. Agreed 1 Abstention

Having discussed a letter from St Andrews PCC requesting financial assistance with a major project Members proposed to make a donation of £1000.00 to St Andrews Church PCC (IAW with Sects 144 &145 of the LGA) to assist with the development of the Church for use for wider secular use such as concerts, plays and the exhibition or practice of arts and crafts.

Proposed by Cllr Gilford and seconded by Cllr N Williams. Agreed 1 Abstention

Having discussed the legal requirement to appoint an Internal Auditor the members agreed that Cllr Dowsett should approach Mr James Robinson to invite him to act as the Council’s internal auditor. Agreed Nem Com

Action: Cllr Dowsett

Cllr Dowsett left the meeting at 8.05pm

8. **15.08 Planning Report.**

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

Applications:

K/58212/TR2 & K/58197/LBC - The Members directed the Clerk to reply to KDC with their comments, in line with Standing Orders. **Action: Clerk**

K/58222/F - Proposed alterations including demolition and reconstruction of the existing outbuildings and linked porch and erection of a new single storey rear dining room extension at 92 Sunton, for Mr Birks. The Members agreed that Planning Committee is to meet on Monday 17th March 2008 in the Village Hall to discuss this application.

Action: Clerk to issue summons and book hall

Proposed by Cllr A Jones and seconded by Cllr N Williams that the report as presented be accepted. Agreed Nem Com

**Action: Cllr Whinton
Clerk**

9. **16.08 PROPERTY REPORT:**

Grass Cutting Tenders – The Chairman reported that the Finance & Property Committee had reviewed the tenders and selected Bawden's tender. The Members directed the Clerk to inform Bawdens and the unsuccessful tenders.

Saunders Meadow Play Area – A meeting is to take place on Tuesday 11 March 2008 at 11.00am between KDC & Persimmon which the Chairman, possibly Cllr Jones and the Clerk will attend.

Casual Play Area for Teenagers – The WG has met and a design for the Shelter has been produced the cost of which is not expected to exceed £1050.00. The next meeting which is due to be held on 11th March will be informed of the concern raised by a member of the public regarding the siting of the shelter.

The Chairman requested that the Members agree to authorise the advance purchase of electrical items at cost not to exceed £300.00

Proposed by Cllr Chandler Seconded by Cllr Bale

Agreed Nem Con

Licensing – There has been an increase in complaints regarding the volume of empty alcohol cans and bottles that are being strewn around the village. Moreover, members of the public have raised concerns that retailers or publicans in the surrounding towns and villages may be selling alcohol to under eighteens and that over eighteens may be buying alcohol for consumption by under eighteens. PCSO Davidson agreed to speak to retailers and publicans. The Chairman agreed to publish an article in the Courier to raise awareness of the issue in the Community. The Members agreed that consideration should be given to getting a "Designated Public Places Order" passed by KDC which would allow Alcohol Free Zones to be created in the village. To this end, the Clerk is to invite Hilary Marsh and John Galbally of KDC to attend the next Council meeting, or to meet with representatives of the Council and the local police. Also, Members agreed to publicise the fact that Messrs Marsh and Galbally would be attending for this agenda item in the Courier and on the Notice Board in order to encourage the public to attend and help Members gauge the strength of feeling in the Community at large.

Action: Clerk

Recreation Ground Bye Laws – After a discussion, the Chairman agreed to circulate a draft "Plainer English" version for comment.

Action: Chairman

Recreation Ground Charges – Having reviewed the level of charges the Members agreed to raise the charges in line with the schedule agreed in 2005.

Proposed by Cllr Bale and Seconded by Cllr N Williams.

Agreed 1 Abstention.

Action: Clerk

Litter Patrol Contract - Having reviewed the current arrangements and the amendments as jointly agreed with Tidworth Trust the Members agreed to renew the Litter Picking Contract for FY08/09 at a cost of £2,178.00. However, as the Trust owes the Council for time for work not carried out the invoiced cost for 08/09 will be £1800.00. The Clerk is to inform Tidworth Trust and have a revised contract drawn up. The Members also agreed that Cllr Chandler should investigate the repair of the existing litter bins and the sourcing of up to 3 new bins and report back.

Proposed by Cllr Cox and seconded by Cllr Williams

**Action: Cllr Chandler
Clerk**

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

Cllr Dowsett rejoined the meeting at 8.55pm

10. **17.08 HIGHWAY MATTERS:**

WCC Parish Steward Scheme: Next visit date is Tuesday 11th March. Cllr Bale agreed to speak to Chrissy Powell at WCC reference the increasing number of potholes in the village that require repair. Cllr Bale is to be notified of any work needed in the parish as soon as possible.

11. **19.08 General Matters:**

Bus Shelters - Cllr Chandler briefed Members on the progress of the Bus Shelters, the second one of which was installed earlier that day though both need lettering finished. The Members thanked Cllr Chandler for his sterling efforts and directed the Clerk to thank the contractors on the quality of their work and particularly their tidiness.

Action: Clerk

Great Mere - The Clerk reported that a villager had bid for the remnants of Ash tree that had been felled and that after consultation the bid had been accepted.

Village Design Statement - Only one villager has offered to help with refreshing the VDS however the primary school are looking to be involved in the project.

12. **Date of Next Meeting:** Was confirmed as 3rd April 2008 at 7.30 pm at the Village Hall.

The meeting closed at 9.00pm