

COLLINGBOURNE DUCIS PARISH COUNCIL

**MINUTES OF MEETING HELD AT COLLINGBOURNE DUCIS VILLAGE HALL
ON THURSDAY 6 OCTOBER 2005**

Present: Cllr P Shields (Chairman)
Cllrs B Bale, P Carter, P Cogdell, M Cox, C Price, JW Robinson, A Stone
and two members of the public.

1. **Apologies:** County Cllr R Hall and Cllr A Still
2. **Chairman's announcements:**

WCC Rural Facilities Survey 2005: This needs to be completed and returned to WCC by 24 October and will be dealt with by Cllrs Shields, Cox and Bale.

Community First/Business Link Seminars: Details of three forthcoming seminars for local groups and businesses will be posted on the parish notice-board.

S E Kennet Health and Care Forum: Their letter expressing concern at the Ambulance Review Consultation for Avon, Clos and Wilts will be circulated to councillors for their comments.

S E Kennet Councillors' Forum: The meeting at the village hall on 14 Sept was poorly attended. Minutes to be circulated to councillors who should take particular note of references to Recycling and Flies.

Firework Displays: Any group or village organisation staging a firework display to which the public are admitted will need to notify KDC and provide appropriate information. Details will be posted on the parish notice-board.

Rural Buildings – A Community First Initiative: The PC has been invited by Everleigh PC to attend a meeting with Cllr David Beaton to learn more about this initiative and discuss whether rural communities may be able to make more use of under-utilised buildings. It was considered that there was little point in such a meeting until more concrete information is available. Clerk to respond.
3. **Minutes of the last meeting** held on 1 September 2005.
The Minutes were agreed as a true record.
Proposed by Cllr Price seconded by Cllr Cogdell. Agreed nem con.
53.05 Matters arising: The new No 70 bus service has proved to take two hours longer to get to Swindon College.
4. **Declaration(s) of Interest:**
None.
5. **54.05 Policing Issues:**
There was no report as there was no police presence at the meeting.
It was noted that at the recent SE Kennet Councillors Forum when the question of policing was raised Sgt Woods assured the meeting that there would be a greater police presence in the village.
6. **Adjournment for public comments/questions – 7.50 pm.**

The meeting reconvened at 7.59 pm.
7. **55.05 Finance Committee Report:**
Cllr JW Robinson presented the monthly financial statement for September 2005. He recommended that as the final instalment of the precept has now been received from KDC an amount of £5,000 be transferred from the Lloyds current account to the higher interest earning Scottish Widows deposit account. This would leave £3,481.51 in the current account.
Proposed by Cllr Robinson seconded by Cllr Cogdell. Agreed nem con.
CDVHT request for donation:
It was agreed that a donation of £300 be made specifically for the installation of a CCTV system. Funds will be released when it is ordered. This will be in addition to the PC's budgeted donation towards village hall running costs.
Proposed by Cllr Robinson seconded by Cllr Cogdell. Agreed nem con.
The following cheques were authorised:
J H Sedgwick £307.00 (Beechwood Gardening Service 6th grasscutting payments).
A Stone £23.00 (councillor's expenses re Community Advisor course at Trowbridge).
Clerk's quarterly salary £727.09 and administrative expenses £153.02.

Proposed by Cllr Robinson seconded by Cllr Cogdell. Agreed nem con.

56.05 Planning Committee report:

Cllr Price submitted the report for September 2005. (To be displayed on the notice board.)

57.05 Property Committee report:

Cllr Bale presented her report.

Recreation ground tenancy agreements:

Collingbourne Football Club has now paid its annual rental fee for the 2005/6 season. A list of fixtures is still awaited.

Agreement has been reached with Castledown Colts under 15^s Football Club regarding their use of the facilities. The £50 fee for 10 games has been received as well as a list of fixtures for the coming season.

Burial ground: Beech Wood Gardening Service is to be asked to cut back the weeds which are threatening the newly seeded grass when he does his next cut of the burial ground.

Benches: It was agreed to accept Mark Gregory's quote for £550 for refurbishment and repairs to the village benches. Proposed by Cllr Bale seconded by Cllr Carter. Agreed nem con.

Recreation Ground trees: Two quotations for the felling and stump grinding of the trees have been received. When the third is received the Property Committee will meet to decide which to accept.

Registration of The Mere: It was agreed that the registration of The Mere be treated as a separate issue to the registration of other pieces of village land. Cllr Cox to complete and return the necessary forms together with the £30 fee with the assistance of Cllr Cogdell.

Proposed by Cllr Robinson seconded by Cllr Stone. Agreed nem con.

8. **58.05 Highway matters:**

Bridge strengthening: Although the road is now open there is still work to be done to the bridge. The parapets have not been built to date. Cllr Bale warned that the type of SMA tarmac used could be extremely slippery.

Road signage/Conditional road improvement schemes: It was agreed that the PC write to WCC suggesting an on-site meeting between representatives of the PC and the CC in order to determine a more cohesive approach to the three main issues - the 30 mph signs in Chicks Lane and the conditional road improvement schemes relating to the housing developments at Bourne Works and Saxon Rise.

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

Bus Stop Clearways: Cllr Shields will draft a response to Mouchel Parkman's letter asking for the PC's comments on clearway markings at the bus stops by the Chicks Lane/Cadley Road junction with the A338.

9. **59.05 General matters:**

Review of Parish Clerk's Contract and Conditions of Service: As previously agreed by the PC Cllrs Shields and Robinson reviewed the Clerk's terms and conditions in conjunction with the National Agreement on Salaries and Conditions for local Council Clerks. After discussion with the Clerk it has been determined that the current NALC salary grade is appropriate and there is no need for any change.

It has become apparent that the Clerk's current Contract of Employment does not conform in some respects to the Model Contract. Cllrs Shields and Robinson will consult with the Clerk in drafting a new Contract of Employment which will supercede the existing one and become effective from the salary review date of 1 April 2006.

Emergency Planning Exercise: Cllr Stone updated the meeting on the exercise which took place on 4 October at Sunton Cottage. WCC had devised a simulated scenario which proved to be very useful in reinforcing points to be considered in the event of a real community emergency. The clerk and five councillors who had been present all felt it had been a worthwhile exercise. The Chairman thanked Cllr Stone for organising the evening.

10. **Date of next meeting:** 3 November 2005 at 7.30 pm.

The meeting closed at 8.48 pm.