

# cvRAMSBURY & AXFORD PARISH COUNCIL

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## 1428

### Minutes of the Parish Council meeting held on

### Monday 18<sup>th</sup> February 2019 at 7.45pm in Ramsbury Memorial Hall

**Present** – S Glass (SG) Chair, D Edwards (DE), D Barnett (DB), E Hodgson (EH) C Payne (CP), R Greasley (RG), R Young (RY), G Hawes (GH), C Standage (CS) Clerk, M. Holdsworth (MH) Minutes Secretary. No members of the public were present.

- 1 APOLOGIES for absence – C Morgan, G Fearon, K Abbot.-approved
- 2 DISCLOSURES OF INTEREST- None
- 3 MINUTES of the meeting held January 21st 2019 (previously circulated) were approved and signed. Pro. HL, sec. DE. **All agreed**
- 4 MATTERS ARISING from the minutes not itemised separately. None
- 5 NEW CORRESPONDENCE for discussion:

			<b>PC 18/02/ 2019</b>	
		<b>February 2019</b>	<b>Highlighted entries FOR Discussion</b>	<b>Actions</b>
<b>A3194</b>	22/01/19	Ian Spanswick	RE: Quarterly costs for Ramsbury Toilets 2019 – 2020 <b>Sheila Glass</b>	Cost for cleaning toilets for 2019 is £2929 + VAT <b>SG proposed that PC would accept this. Sec RY</b>
<b>A3202</b>	22/01/19	Victoria Hodgson	RE: Wiltshire Housing Site Allocation Plan Briefing note 374. <b>Sheila Glass</b>	Briefing note 374 proposed changes to area for development. It was proposed to move the boundary to the S side of Newtown Rd from the N Side. SG objected to this but was told that PC should have objected in Nov.'17. As this was the first time the PC had heard of this SG stated that she should be allowed to comment. <b>SG is awaiting reply</b>

<b>A3204</b>	23/01/19	Wilts	Re: CPRE Wiltshire and the Hills group Best Kept Village competition 2019 <b>Sheila Glass</b>	Karen Rees is interested in getting involved with tidying up the village in anticipation of the BKV Competition. She is hoping to organise a village clean up and involve the school and the Scouts. SG has asked if all litter picked up can be collected by WC and I Smith has agreed to the bags being left on Rec Centre car park for collection
<b>A3209</b>	23/01/19	Sophie Pollock	<b>RE: School Seminars. F/w to Councillors</b>	The seminars are being held in the Memorial Hall 9.30am – 2.30pm between drop off and pick up times.
<b>A3210</b>	23/01/19	Mary Cook	RE: Footpath – Ivy on Trees. <b>Erica Hodgson</b>	
<b>A3211</b>	24/01/19	Angie Wheeler	RE: Received cheque for query on overpayment. Salisbury Diocese <b>Sheila Glass</b>	Cheque has been received from the Diocese returning overpaid rental
<b>A3218</b>	25/01/19	Nick Swan	RE: Contribution to the Axford Broadband. <b>Sheila Glass</b>	N Swan thanked the PC for the cheque
<b>A3220</b>	28/01/19	Martin Cook	RE: White lining in Ramsbury <b>Sheila Glass</b>	KA and SG are to have a site meeting with Martin Cook in early March to discuss white lines and zigzags on both sides of the road at the school.
<b>A3221</b>	28/01/19	Kieron Tither	RE: Quotation Crowood Lane Ramsbury. <b>Sheila Glass</b>	Work to begin in March when the weather is better.
<b>A3223</b>	29/01/19	Ben Tottenham	RE: Visit of Machine to dig out drains on Manor road. <b>Sheila Glass</b>	B Tottenham asked if the machine could also gig out the drains in back lane. <b>SG informed him that it was a different machine that would be needed in Back Lane.</b>
<b>A3224</b>	31/01/19	Emma Browning	RE: History of Ramsbury and Village Store.TV Production <b>Sheila Glass</b>	A TV crew had been interested in renting Hills Stores for the summer. They wanted it empty and needed it to be habitable upstairs. They then decided that it was not suitable.
<b>A3230</b>	04/02/19	Brian Cox	RE Gritting – High Street not gritted . <b>Sheila Glass</b>	<b>SG contacted M Cook about gritting High St especially as the Fire Station is in the High St. She is still awaiting a reply</b>

**1430**

<b>A3233</b>	07/02/19	Wilts – Democratic Services -Steph Howard	RE: Information for Wiltshire Parish Councils - Dorset & Wilts Fire and Rescue Authority, <b>Sheila Glass</b>	Notification of a meeting that was held on 13 <sup>th</sup> Feb
<b>A3238</b>	08/02/19	Karen Rees	RE: update - Join Keep Britain Tidy's Great British Spring Clean <b>Sheila Glass</b>	See A3204
<b>A3239</b>	11/02/19	Neighbourhood alert	RE: Local Crime Updates 11/02/2019 <b>S Glass</b>	Nothing in Ramsbury
<b>A3241</b>	11/02/19	Peter Kearns	RE: Parish Council Roxy Finance. <b>Sheila Glass/Finance</b>	See below.
<b>A3245</b>	12/02/19	Des Taylor	RE: Roxy Finance. <b>Sheila Glass/Finance</b>	Money to be returned to Roxy. The Roxy committee is happy with the proposed settlement See 6 B
<b>A3246</b>	12/02/19	Wilts	RE: Briefing Note 19-003 - Electoral Review of Wiltshire Council - Draft Recommendations of the Local Government Boundary Commission for England <b>F/w to Councillors</b>	The boundaries are changing slightly. This will be discussed at the March meeting.

**6 COMMITTEE REPORTS:**

**A Planning**

*Helen Lloyd*

**PLANNING REPORT RAMSBURY AND AXFORD PARISH COUNCIL – February 2019**

Planning Applications Processed since January 2019 Report

**NEW ITEMS:**

<b>Report date w/e</b>	<b>App. Number</b>	<b>Site location</b>	<b>Proposal</b>	<b>Comments REQ. date</b>
18/1	18/12016/FUL	10 Axford Marlborough Wiltshire SN8 2EZ	Construction of vehicle lay-by and provision for future drive	11/2
25/1	19/00649/LBC	Ramsbury Manor Whites Hill To High Street Ramsbury SN8 2RG	Reroofing of existing Manor roof; including installation of fire barriers and insulation to existing roof space. Replacement of existing lead flat roofed areas and roof ridges with new lead coverings.	21/2
11/2	19/00769/FUL	22 The Paddocks, Ramsbury	Two storey extension with modifications to the existing building.. Minor changes to existing garden terracing.	25/2
8/2	19/00915/LBC	Syon House, 3 High Street, Ramsbury SN8 2 PA	Replacement of two first floor rear windows.	14/3

**1431**

15/2	19/01368/FUL	2 Whittonditch Road Ramsbury SN8 2PY	Proposed two storey rear extension	13/3
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\*None w/e

**STILL AWAITED:**

19 October	18/09660/FUL	The Hop House Tankard Lane Ramsbury SN8 2PJ	Detached Garage and Store including Guest Room, Games Room and Gym Beneath – PC commented	13/11
23/11	18/10488/FUL	Fairings, Chapel Lane, Ramsbury SN8 2PQ	Replacement house and new car port to replace garage PC have no objections but commented	18/12/18
	18/11730/FUL	17 Back Lane Ramsbury SN8 2QY	Removal of existing rear porch structure. Raising part of the existing rear single storey roof with addition of 3 roof lights, single storey rear flat roof extension. Removal of apple tree from rear garden – PC had no objections	1/2
11/1	18/11798/FUL	10A Ashley Piece Ramsbury SN8 2QE	Side extension. Reverse house with internal alterations. Front extension. Detached garage. Access from Crowood Lane. PC had no objections to the house alterations but commented on the access to Crowood Lane	4/2
	18/12002/FUL	Ramsbury Manor Ramsbury Wilts SN8 2RG	New single storey external plant room to serve the Manor House and Courtyard Cottages – PC had no objections	7/2
	19/00243/LBC	Ramsbury Manor Ramsbury Wilts SN8 2RG	New single storey external plant room to serve the Manor House and Courtyard Cottages – PC had no objections	7/2
18/1	19/00100/FUL	Balak Farm, Marridge Hill, Ramsbury, SN8 2HG	Use of existing ancillary accommodation as residential annexe or as tourist accommodation; changes to building to facilitate this to include new windows and external timber cladding - PC had no objections	11/2

**DECISIONS:**

Report date w/e	App. Number	Site location	Proposal	Decision and date
18/1	18/11497/FUL	4 Dyers Yard High Street Ramsbury SN8 2QU	Removal of existing rear porch structure. Raising part of the existing rear single storey roof with addition of 3 roof lights, single storey rear flat roof extension. Removal of apple tree from rear garden. PC had no objections	Approved with conditions 18/1/19

\*None w/e – 25/1;

**B Finance***Erica Hodgson***Quarterly Report:**

The Profit & Loss report for the FY to end Dec'18 was shared. There are no notable expense or income items except those listed below:

- Income is higher than expected due to a donation from the Legion (£3000), CIL payment (£1101.60) and our VAT repayment (£5413.84).
- WW1 commemorations are overspent vs. our original budget, however, this was approved with the knowledge of the donation from the British Legion.
- Glebe Land rent is also overspent due to an internal error and us making an additional rent payment. This has now been returned (reported at this PC meeting) and will show on the next Quarter Accounts.

We are finalising a date to commence pavement repairs in Crowood Lane which is a significant planned for future expense for us.

**Ramsbury Roxy:**

Since 2005 the Parish Council and Ramsbury Roxy have worked together to enable the provision of films to the community. The Parish Council have bought and insured equipment, with the Ramsbury Roxy making regular payments to the Parish Council for rental. Over the years, the amount of money within the Cinema and Sound fund held by the Parish Council has increased and it was proposed at the start of the FY that this money should be transferred to the Roxy and they would run independently. The Ramsbury Roxy were in agreement.

The Parish Council agreed to pay the Ramsbury Roxy £4221.00 from the Cinema and Sound system fund held by the Parish Council and to transfer ownership of all capital assets associated with the cinema and sound system to the Ramsbury Roxy. The trustees of the Memorial Hall will take on the insurance of the equipment and be reimbursed by Roxy.

EH proposed this, sec. DE, **all agreed.**

**Clerk's salary:** SG proposed that the clerk's salary and the minute taker's salary be increased in May in line with NALC recommendations. MH indicated that now that she was au fait with the PC system she felt her hours should be reduced slightly. It was proposed that the hours be adjusted so that with the proposed increase her salary will be unchanged. This was seconded by DE and **All agreed.**

**New internal auditor** – a new internal auditor is needed. **SG to follow up suggested names.**

**Standing orders for signature**

Financial standing orders were approved in December 2018. HL and EH signed them, dated as appropriate.

Planning standing orders were approved in January 2019 and were signed by HL and EH and dated as appropriate.

**SG to carry out review of Risk Assessment postponed from June 2018 and Asset Register**

**C Rights of Way***Graeme Fearon*

Nothing to report.

**D Play Areas & Seats***Simon Smith*

A large ash tree on the Whittonditch Play area is overhanging a garden in Whittonditch Rd. It needs cutting back **SG to contact A Ewing to look at it as he knows about Ash Die Back disease**

**E Emergency***Diann Barnett*

Emergency plan update – **SG is still updating warden list.**

**F Recreation Centre***George Hawes*

Nothing to report.

**G Policy Committee***Sheila Glass*

Nothing to report.

**PUBLIC FORUM- Parish Council Standing Orders temporarily suspended for this item.** No members of the public were present.

**7 AXFORD***Diann Barnett*

The SID at the east end of Axford is not working and needs servicing. **Action: SG to contact contractor and ask for cost of servicing all 5 SIDs** .

- 8 MARLBOROUGH AREA BOARD *Sheila Glass*
- Report on meeting of 29/1/2019** – SG had attended the meeting and there was nothing to report concerning Ramsbury and Axford.
- 9 CATG MEETING *Sheila Glass*  
*Next meeting 14/3/19*
- 10 BINS IN STREET *Christopher Payne*  
 Bins at the west end of the High St were put away. Bins at the Bell were sometimes left out. Action: **SG to discuss with Matt.**
- 11 COMMUNICATING WITH THE VILLAGE *Christopher Payne*  
 CP asked how items of interest to the whole village were communicated to everyone. PC has a Facebook page with a link to it from the website. There is a village diary.  
 Whitton Ways are looking into the feasibility of delivering a copy to every household in the Whitton Benefice free of charge. This will need sponsorship. They are still investigating advertising revenue and possible sponsorship. It was agreed that SG should contact Vanya Body to let her know that the PC are interested in this project. **Action: SG to contact Vanya**
- 12 USE OF MILLSTREAM AND RIVER FORDS AT MILL LANE *Christopher Payne*  
 An Amazon van had been seen driving very fast through the fords down Mill Lane to the cottages and back, causing a great deal of wash in the rivers. PC discussed the possibility of putting up a sign in Mill Lane by the first ford. “No vehicles beyond this point – residents only” SG to look into cost of a sign. **All agreed Action: SG to look into the cost of a sign**
- 13 PARISH STEWARD SCHEME *Sheila Glass*  
**Items for February visit 27<sup>th</sup> 28<sup>th</sup> Feb** – SG asked for any items to be given to her by this date
- 14 PRESCHOOL *Kate Abbot*  
**Update on parking** - The children in the school had all been sent home with a letter about parking around the school and pre- school and also a message had been sent out on Parent mail. It was agreed that this was a positive move. See also correspondence A3220
- 15 BOUNDARY WALK *Sheila Glass*  
 All is progressing
- 16 WEBSITE *Sheila Glass*  
 Nothing to report
- 17 POLICE REPORT (Circulated) Nothing in Ramsbury
- 18 LIBRARY  
 There is a new volunteer co-ordinator – Alice Charlwood has taken over from Mary Cook.
- 19 ALLOTMENTS - no problems *Denise Edwards*
- 20 NATURE RESERVE *Chris Morgan*
- 21 MEMORIAL HALL *George Hawes*  
 Next Trustees meeting 21<sup>st</sup> Feb
- 22 BEST KEPT VILLAGE *Sheila Glass*  
 Great British Spring Clean 22<sup>nd</sup> March-23<sup>rd</sup> April  
 Village clean-up 13/14 April? - see A3204 These dates had been suggested by Karen Rees but this is during the school holidays. **Action: SG to suggest to her 23<sup>rd</sup> or 30<sup>th</sup> March-update 23<sup>rd</sup> March chosen**
- 23 VANDALISM - None
- 24 MEMORIAL GARDEN – No problems
- 25 PUBLIC CONVENIENCES  
 Quote for cleaning 2019/20 - see A3194. A light in the Ladies and one in the Gents are not working. SG has contacted Ed Pope re repairing them
- 26 KENNET TRIANGLE
- 27 PATIENTS REP *George Hawes*  
 The Repts meeting is to be held in the afternoon in the hope it will be better attended.

## 28 ACCOUNTS FOR PAYMENT:

					PC 18/02/2019	
	Accounts for February 2019	TOTAL	Net	VAT	DD/BACS/CH/DEB	S137
					BGC/CASH	
I3000	1&1 IONOS Basic fee Feb and Domain. org.uk	20.38	16.98	3.40	DD	No
I3001	Shell Hungerford - (Fuel for Mem Hall Generator)SG	26.53	22.11	4.42	DEB /SG	No
I3002	Post Office Ramsbury - (Marker Pens for Office) SG	3.99	3.32	0.67	DEB/SG	No
I3003	British Gas 18/11 to 17/12/2018 (electricity for public loos)	23.00	21.90	1.10	DD	No
I3004	PlusNet 02/02/19 to 01/03/19 Broadband	14.99	12.49	2.50	DD	No
I3005	BT - Feb to April 2019 Quarterly	94.64	78.87	15.77	DD	No
I3006	Brookside Nursery (Memorial Garden and Square Tubs) SG	69.90	58.25	11.65	DEB/SG	No
I3007	Castle Water - December 2018 (Water for public loos)	10.93	10.93	0.00	DD	No
I3008	1&1 IONOS Basic fee January 2019	8.39	6.99	1.40	DD	No
I3009	Roxy - Ring Fenced Return Funds	4221.00	4221.00	0.00	BACS	No
I3010	Sheila Glass (Medals for Boundary Walk 2018 from Trophy Store)	27.99	23.33	4.66	BACS	No
I3011	Carol Standage - Clerk Salary January 2019	393.34	393.34	0.00	BACS	Yes
I3012	Mary Holdsworth - Minute Taking January 2019	90.83	90.83	0.00	BACS	No
I3013	Green Machines (Repair to generator at Memorial Hall)	90.00	90.00	0.00	BACS	No
I3014	Carol Standage x3 Inks for Office	75.39	62.82	12.57	BACS	No

1435

	<b>Total</b>	5171.30	5113.16	58.14		
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**29 PAYMENTS RECEIVED:**

		<b>TOTAL</b>	<b>NET</b>	<b>VAT</b>	<b>DD/BACS/CH/DEB</b>	
<b>R509</b>	Ramsbury Parish Council (WW1 Book Sale)	88	88	0.00	CASH	No
						No
	<b><u>TOTAL</u></b>	88	88	0.00		

Accounts for payment - Pro. DB sec. DE. All agreed.

**BANK BALANCE** on 31<sup>st</sup> January 2019:

**CURRENT ACCOUNT £80,088.25**

**NB** This figure includes ring fenced funds of **£41,635.00** for long term capital projects, **£899.00** for defibrillators plus allocated budget for the year and contingency.

**DATE OF NEXT COUNCIL MEETING**

**MONDAY March 18th**

**at 7.45pm in**

**RAMSBURY MEMORIAL HALL**

**YOU WILL BE VERY WELCOME -PLEASE COME**

**ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC**