

WANBOROUGH PARISH COUNCIL



Minutes of a Full Council meeting of WANBOROUGH PARISH COUNCIL
held at WANBOROUGH VILLAGE HALL, HIGH STREET, WANBOROUGH
on Monday 22nd July 2024 – 7.00pm

Present: Cllr John Warr (Chair), Cllr Omar Mirza (Vice Chair), Cllr Gary Sumner. Cllr Richard Bellamy, Cllr Colin Offer, Cllr Kathy Glanville, Cllr David Hayward

In attendance: Mrs T Smith (Clerk)

Minute number: FC/07/22/24

At the start of the meeting Chair advised there would be a closed session at the end of the meeting to discuss a confidential item.

1. Apologies for absence were received and approved from Cllr John Emmins
Chair advised Council of Cllr Debra Maslin's resignation, received by the Clerk on 18th July 2024. The Council thanked Cllr Maslin for all her hard work and support over her term of office.
2. Declarations of interest
Cllr Hayward declared an interest in item 13
3. Minutes
It was agreed that the Minutes of the Meeting held on 24th June 2024 be signed by the Chair as a true record.
4. **The meeting was adjourned for public questions**
No public attended the meeting
5. Appointment of member to fill vacancy and serve on Footpath committee
Cllr Glanville was appointed to join the footpath committee
Proposed: Cllr Bellamy **Seconded:** Cllr Mirza **Resolved:** Unanimous
6. Report from Ward Councillor: A report was received from the Ward Councillor (appendix A)
Wanborough Road to the Southern Connector Road being completed by mid-sept. Road will need to be closed to install new buildout.
7. Planning:
 - a. Applications received:

The following responses to planning applications were agreed:

S/COND/24/0438 – 3 Church Road, Wanborough Swindon SN4 0BZ; Discharge of Conditions 3, 4, 6(a), 7, 8, 9, 13, 16 and 18 from previously approved Planning Application S/22/1817 - Erection of 1no dwelling, refurbishment of barn to form garage/annexe and associated works – revised consultation
Comment: the parish council would like to reiterate heavy construction delivery traffic should only delivery between 9am - 3pm due to safety concerns with school traffic.

Action: Chair to add this to his parish council article in the Lyden Magazine, advising residents

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S/HOU/24/0816 - 9 Callas Rise, Wanborough, Swindon SN4 0AQ. : Erection of a single storey side extension and single storey front extensions.

Comment: the parish council has no objections.

b. Confirmation of Planning Applications / Notifications that SBC have determined since the last meeting:

The following were noted:

S/RES/22/1736 – Lotmead Site, Eastern Villages, Swindon. Reserved matters application (following outline planning permission S/OUT/19/0582) for the layout, scale, appearance, access (other than access from Wanborough Road, as already approved by the outline permission) and landscaping for 214 No. dwellings (Phase 1) – Granted

S/HOU/24/0614 – The Mallards, Rotten Row, Wanborough Swindon SN4 0AN. Erection of Single Storey rear extension – Granted

S/HOU/24/0441 – Court Close, Orchard Close, Wanborough; Installation of solar panels and air source heat pump – Granted

8. Clerk's Report. This was noted (appendix B)

It was agreed to use old nets through summer and new for football season.

Action: Clerk to discuss with WJFC regarding repair of nets

9. Highways

i) Pack Hill – to note an update regarding safety solutions on bend in road
SBC's traffic officer report was reviewed. Council agreed to option 1 and to obtain costs for options 2 & 3.
Action: Clerk to ask SBC to complete option 1, request quotes for options 2 & 3 and request the verge to be cut. **Proposed:** Cllr Mirza **Seconded:** Cllr Glanville **Resolved:** to approve the motion (6 in favour, 1 against)

ii) Wanborough Road buildouts – to note detailed road safety audit received
Safety audit was reviewed and noted.

Action: Clerk to contact SBC to ask how report has been modified for the 2nd buildout after meeting with public members and local businesses. Also to ask if the swept path analysis has been done and if so can it be shared.

10. Hooper's Field

a.i) To consider proposed options for new Wi-Fi provider
Options not required as existing provider not ceasing service. Clarification to be sort if current Wi-Fi facilitator to continue service to Hooper's Field and Village Hall.

Action: Clerk to contact facilitator and report back at next Full Council meeting

ii) To agree a quote and provider and approve commencement of project
Not applicable see 10.a.i) above

b. To consider a resident's request for a 'Watch your speed' sign installed on new Hooper's Field driveway
Safety measures were discussed. Agreed Clerk to purchase 4 low level signs (5mph) to be installed at start & end of driveway by Handyman. Issue to be monitored, if continued to consider rumble strips.

Action: Clerk to purchase signs and arrange installation.

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Proposed: Cllr Sumner **Seconded:** Cllr Mirza **Resolved:** to approve the motion (6 in favour, 1 against)

- c. To consider the request from a resident to trade a refreshment trailer At Hooper's Field
Request was discussed in full. Village hall committee responsible for their outdoor space. Council suggest contacting local pubs to use their carparks.

Action: Clerk to reply to resident

11. Footpaths & Village Maintenance

- a. To consider and approve pollarding of Willow trees at Lower Rec

A quote for £550 plus VAT had been received. Council agreed to approve the work to be completed.

Action: Meeting with the tree surgeon planned, if work matches quote, Clerk to approve work.

Proposed: Cllr Mirza **Seconded:** Cllr Glanville **Resolved:** Unanimous

- b. To consider and approve the purchase of No Dog Fouling signs for Church Meadow Playground

Agreed to purchase same sign as at Lower Rec. Handyman to continue monitoring the issue. Chair to add to Lyden Magazine article.

Action: Chair to add this to his parish council article in the Lyden Magazine. Clerk to source new signage,

Handyman to monitor activity. **Proposed:** Cllr Sumner **Seconded:** Cllr Glanville **Resolved:** Unanimous

12. Village Hall Broadband

To discuss the provision of fibre broadband to the Village Hall
Council referred this request back to Village Hall Committee. Cllr Sumner to become new Village Hall representative. **Action:** Clerk to advise Village Hall committee

13. Protecting green spaces in Wanborough from urbanisation

To discuss and consider the next steps

Currently no urbanisation policy. Council considered ways to improve and soften the effects of urbanisation in the village. Areas already completed were discussed. An area of land had been incorrectly cut, should have been left as wildflower area. Suggestion made for a village map of all wildflower and bulb areas, be created and passed to Clerk.

14. Staffing Committee

- 14.1 To note Staffing Committee have completed Clerk's 3 month probation review

Cllr Glanville advised the Staffing committee had met with the Clerk and completed her 3 month Review. Clerk was thanked for her work and making a contribution to the Council.

15. Data Protection Officer

To note the instruction of a Data Protection Officer to the Council and review contract

Motion passed to change 'to note' to 'to approve'. DPO officer was approved.

Proposed: Cllr Mirza **Seconded:** Cllr Sumner **Resolved:** to approve the motion (5 in favour, 1 against, 1 abstention)

16. Finance

- a. To approve quote for Scribe Allotments package

Item was forwarded to next Full Council meeting

- b. To approve Clerk to pay £150 for one annum to Data Protection Officer

Approved – see item 15. Above

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c. To approve the Orders of Payment for July 2024

Payment schedule for July 2024 had been circulated

Proposed: Cllr Mirza **Seconded:** Cllr Sumner

Resolved: Parish Council unanimously approved the payment schedule for July 2024 (Appendix C)

d. To approve bank reconciliations for June 2024

Agreed Cllr Offer to check the bank reconciliations for June 2024.

e. To receive the Budget vs Spend report from Scribe June 2024

Report was received.

Meeting closed at 9.03pm

Cllr Bellamy left the meeting at 9.03pm.

Chair then formally closed the meeting to the public, the next section would be held with the Council only.

Confidential item

It was resolved that in accordance with the Public Bodies (Admissions to Meetings) Act 1960 press and public be excluded from the following item. Reason FOI request, confidential

Clerk informed Council of three FOI requests. Discussion was had about how to move forward. Clerk was requested to speak with the DPO.

Meeting closed at 9.31pm

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Appendix A

Ward Councillor report – Cllr Gary Sumner – July 22nd 2024:

Wanborough Road: Residents will have seen that as I mentioned last month, Conlon has commenced work on the missing section of pavement between Redlands Grove and the SCR junction. This will be done using traffic signals and will complete mid-September.

There will be a road closure on the 27th August for 2 days to construct the build-out close to the allotments. Diversions will be in place.

Pack Hill & SCR: Works have commenced to cut back the verges so that signage is visible (although I do miss the wild flowers) and remedial works will commence shortly on the Southern Connector Road to complete the project to an adoptable standard. Once completed this will provide construction access to the New Eastern Villages including Redlands Grove and should reduce the number of HGV's who are missing the approved construction route (via Covingham) and using Pack Hill.

The signage showing HGV's via Pack Hill has been removed at my request. The signs stating 'No HGV Access via The Marsh' have been reinstated (they had been thrown into the old compound).

I have also discussed with Highways officers about re-lining the Commonhead roundabout to make it clear which lanes to use from Pack Hill. They will also get signage put up alongside the road (as originally planned) to confirm this. The destinations as designed are left lane goes to Purley Road, centre lane to A419 Southbound and right lane either straight on to Marlborough Road or right to A419 Northbound.

Rural Verge Cutting: SBC does this annually and works to cut back the rural verges have been commenced in recent weeks. I get an equal number of complaints from residents who value the verges uncut and those who feel that sightlines and road widths are impaired.

Draft Local Plan: A new regulation 18 draft plan will go to Cabinet in September and out for public consultation in late October. This will show what growth is anticipated to 2040 and which sites will provide the required homes (approx. 1,000 per year) over the plan period. The new Government have expressed a desire to vastly increase the number of homes built, but at this stage that does not feature in this draft plan. More details in due course.

New MP: Following the General Election which was under the new parliamentary boundaries our new MP is Danny Kruger danny.kruger.mp@parliament.uk for East Wiltshire.

Ward Boundary Review: The Boundary Commission has published a consultation on proposed changes to Borough ward boundaries. Current proposals include a new Ridgeway & Chiseldon Ward with two members (which I think is positive and formed my party's proposal). We are two similar communities and the increases in population with the growth of the New Eastern Villages in years to come makes this necessary. You can have your say at <https://www.lgbce.org.uk/all-reviews/swindon>

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Appendix B

Clerks report – July 22nd 2024

Hooper's Field Sports Facility

Sanitary bins have been added to the facility in the ladies and disabled toilets. Remedial works have been completed on the pump for the septic tank. Men's toilets have had some repair work completed. Council are awaiting a revised quote for installation of a Hive remote system to operate the Heating. Enquiries are being made of the CCTV provider, to have remote access to this system too, following an incident of fly tipping on the main carpark.

The Bowls Club have had a storage container installed which is proving very helpful through the busy summer season. The field itself, through the Football Club, has undergone a pitch maintenance report by the Football Foundation, giving recommendations for improvements needed to the field. This was presented at the Hooper's Field Committee meeting on 17th July.

Hooper's Field Committee are undertaking a survey to ascertain who is a key holder for the Sports Pavilion, with a view to changing the key code to the front door. If you are a regular user of the building and need the new code, please email the Clerk directly.

Grass cutting of the Hooper' Field site – the current contractor cuts the field weekly on a Thursday and the rest of the site fortnightly, normally on a Friday.

If you would like to hire the main hall, please contact the Clerk on clerk@wanborough.info

Church carpark gate

Recently the gate post for the church carpark gate was damaged in a road traffic accident. The gate itself was undamaged and can be re-hung. We are awaiting the go ahead from the insurance company before proceeding. A new post and someone to install, has been sourced.

Lower Rec

The 1st Wanborough Scout Group are holding their Jubilee Jamboree at the Lower Rec on 7th September. The field will be booked 3.00pm – 6.00pm, please come along and support them.

Football Nets – the football nets have been vandalised, please see photos. It appears they have been cut. These are very costly to replace and are needed for the Football Club for weekly games. If anyone knows anything about this damage, please contact the clerk.



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Appendix B continued

Handyman

Our handyman Graham has been working very hard around the village. The requests for footpath clearing, strimming and village maintenance has been extremely high. Please bear with us if you have made a request, we are working steadily through them.

Church Meadow

It has been reported some dog owners have allowed their dogs to foul in the Church Meadow play area. At some extensive cost, a fence was installed around the play area to prevent this happening. Children need to be able to play in a clean and safe environment. If anyone knows more about this issue, please contact the Clerk.

Freedom of Information request

The Council has received a further two FOI requests, for which we have sought legal advice. The first request, reported in last month's Clerk's report has now been lodged with the ICO, we are awaiting more notification.

Pack Hill bend

Parish Council have requested a meeting with transport team at Swindon Borough Council regarding the dangerous bend on Pack Hill. A meeting has been arranged, more details with follow through the Full Council minutes.

Chapel Lane pollarding

Through the severe winds of the evening of 8th July some branches fell across Chapel Lane blocking vehicles from entering and exiting. The SBC tree team was called and removed the debris. We are awaiting quotes from a tree surgeon to pollard the two willow trees concerned.

Parish Council Vacancy

There remains two vacancies for parish councillors. Anyone interested should email clerk@wanborough.info

Future Meetings

7th August – Planning Finance & Policy committee meeting

19th August - Full Parish Council meeting

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Appendix C

ORDERS OF PAYMENT JULY 24 MEETING

Payee	Description	Invoice No	Method of payment	Gross Invoice Amount (£)	VAT (£)	Net Invoice Amount (£)
<i>Paid – expenditure previously approved at Council meeting/regular payments or under Delegation</i>						
CCE	Village Hall Broadband Subscription		BACS	25.00	4.17	20.83
CCE	Hoopers Field Broadband		BACS	35.00	5.83	29.17
O2	Phone	n/a	DD	17.86	3.57	14.29
ID Mobile Ltd.	Phone – Clerk July	11399347	DD	6.00	1.00	5.00
Starboard Systems	Scribe software mnth 4	6427	DD	62.40	10.40	50.00
British Gas	Overdue pay by 5 July		BACS	408.61	19.46	389.15
L Naseem	Plants for Planters	Several	BACS	112.50	5.00	107.50
Staffing costs	June Pension & Qtr 1 PAYE		BACS	****		****
Staffing costs	July Salary costs		BACS	****		****
<i>For approval</i>						
Castle Water	Hoopers Field Water	10002890634	BACS	66.32	0	66.32
Chantelle Smith	Hoopers Field cleaning June	n/a	BACS	48.00	0	48.00
Graham Poynter	June invoice	13-Jun-24	BACS	1030.97	0	1030.97
AllBuild	Waste collection June	2925	BACS	300.00	50	250
All Build	Grass cutting 3 of 8 payments (Village)	2937	BACS	1321.19	220.20	1100.99
All Build	Grass cutting 3 of 8 payments (HF)	2938	BACS	864.00	144.00	720.00
All Build	To cut the cricket outfield	2933	BACS	360.00	60.00	300.00
K Carter Machinery	Machinery Hooper's Field - winter service	A1332014	BACS	379.96	63.33	316.63