

WANBOROUGH PARISH COUNCIL



Minutes of a Full Council meeting of WANBOROUGH PARISH COUNCIL
held at HOOPER'S FIELD SPORTS PAVILION, ROTTEN ROW, WANBOROUGH
on Monday 23rd September 2024 – 7.09pm
Venue change from Agenda due to a double booking at the Village Hall

Present: Cllr Omar Mirza (Vice Chair, Acting as Chair), Cllr Gary Sumner, Cllr Colin Offer, Cllr Kathy Glanville, Cllr David Hayward, Cllr John Emmins

In attendance: Mrs T Smith (Clerk)

Minute number: FC/09/23/24:

1. Apologies for absence were received and approved from Cllr John Warr and Cllr Richard Bellamy

2. Declarations of interest There were none

3. Minutes

Draft minutes had been circulated of the Full Council meeting on 19th August 2024.

Cllr Offer noted the date at the end of the Clerks Report had passed, at time of meeting and requested it be removed. This was agreed. Draft minutes of 19th August 2024 were approved.

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

4. **The meeting was adjourned for public questions**

One member of the public attended, as a representative from the Wanborough & Covingham Allotment holders. Following the Allotment Working Group meeting last week, some questions had been raised to bring before Full Council.

Q1 – i) What are the Terms of Reference of the Allotment Working Group? ii) What autonomy will the group have over overgrown plots? iii) Is the group able to establish different sub groups within the working group? iv) Will the working group have its own budget?

Clerk advised in the Full Council meeting in May 2024, all committees and working groups were tasked with reviewing and revising their Terms of Reference. The revised Terms of reference are then to be approved by Full Council.

Q2 – There is a pile of unusable metal fencing stacked in the Allotment carpark. At the last Allotment Committee meeting on 20th March 2023, Full Council advised no funding was available to erect the fencing, instead hedging plants would be installed. This hasn't been done. One allotment holder has looked into the resale value the fencing. Allotment holders would like to suggest the Council selling off the fencing and use the revenue to purchase the hedging plants for the perimeter, which the Allotment holders have volunteered to plant.

Council members asked about the ownership of the fencing and its origin. It was thought Swindon Borough Council donated it to WPC at the end of a housing development.

Q3 – Communication between the Allotment holders is limited. One holder has volunteered to set up a WhatsApp group but not all members details are available. Would the Council be happy to help set this up?

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Action:

Clerk: to add item to next Full Council agenda, confirm ownership of fencing, to get two quotes for the sale of the fencing, and to work with designated allotment holder to help create WhatsApp group.

Cllr Sumner: to contact SBC about hedge/tree planting.

Cllr Emmins to draft Terms of Reference for Allotment Working Group and recommend to Full Council for approval

5. Report from Ward Councillor: A report was received from the Ward Councillor (appendix A) SBC verge team asked Highways to erect traffic lights at the bend on Pack Hill for safety as the team cut back the ivy. Highways have agreed. Cllr Sumner is happy to organise a litter pick and village sign cleaning date, in October, to be advertised on Facebook. It was noted Parish Council will be joining Cllr Sumner's ward surgery in the Village Hall on morning 26th October, all councillors are welcome. Due to the heavy rain this evening some residents in the Marsh end of the village are trapped in their homes. Cllr Sumner confirmed the procedure is to call SBC on the Highways line. Section 19 investigations are still ongoing from last year's storm. Cllr Sumner reported the area underneath the concrete path on Kings Lane is washing away in heavy rain. Also on Green Lane entrance to Hooper's Field water is flowing over the ground under the style. The ditch may be blocked further down. A question was asked if Thames Water have come back with a time line yet, Cllr Sumner advised SBC have not given planning consent for the pumping station yet. Cllr Hayward advised there was a strong chemical smell coming from the plant.

Action: Clerk to ask Handyman to look at issues on Kings Lane and Green Lane.

Cllr Sumner to report chemical smell to SBC.

6. Planning:

a. Applications received:

The following responses to planning applications were agreed:

S/COND/24/0959 - Parsonage Farm, Ham Road, Wanborough Swindon SN4 0DF. Discharge of Conditions 6 (Biodiversity Enhancement and Maintenance Strategy and Small Sites BNG Metric) and 7 (Scheme of Landscaping and timetable of Works) from previous application S/24/0447 - Change of use from agricultural grazing land to residential garden land.

Comment: no objections to this application

S/COND/22/1764 - Lotmead Site, New Eastern Villages Wanborough Swindon. Discharge of conditions 43 and 44 (River Corridor Survey Report and Landscape Masterplan) following Outline Planning Application (means of access off Wanborough Road not reserved) for demolition and/or conversion of existing buildings and redevelopment to provide up to 2,500 homes (Use Class C3), up to 1,780 sqm of community/retail uses (Use Class D1/D2/A1/A3/A4), up to 2,500 sqm of employment use (Use Class B1), sports hub, playing pitches, 2no. 2 Form Entry primary schools, green infrastructure, indicative primary access road corridors to A420, improvements to Wanborough Road and associated works.

Comment: Access to river corridors is important, until the new management company is in place, who is the designated party maintaining this. Parish Council would like confirmation that the borough ecologist is satisfied.

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

None were received

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

It was noted the planter being repositioned was on Pack Hill not Kite Hill.

Council agreed the sign at Pack Hill needed strimming and requested Clerk to ask Handyman to complete if he is happy to, with considered safety precautions

Action: Clerk to discuss with Handyman if he is happy to trim the sign at Pack Hill if safety signs and cones are erected

8. Hooper's Field

- 8.1 To review and agree the modified new Terms of Reference for the Hooper's Field Committee
Reviewed and agreed by majority.

Proposed: Cllr Glanville **Seconded:** Cllr Emmins **Resolved:** to approve the motion (5 in favour, 1 against)

- 8.2 To consider a request from Wanborough Junior Football Club to add Saturday morning pitch hire to their annual lease
Considered and agreed.

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

- 8.3 Subject to 8.2 above, to discuss and approve an increase in the Football Club's licence fees for pitch hire on a Saturday morning

A question was asked about how the costs were calculated and answered.

It was agreed by majority to increase the fees by the number of new teams, based on the fees set at the Full Council meeting held on 22nd January 2024, item 11.b

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

9. Swindon Sports Forum

The update was received from Cllr Offer who attended meeting, they are held every 2 or 3 months. Forum is supported by SBC and other organisations to improve local community facilities. An integrated sports strategy making use of all facilities, for indoor & outdoor places, part of the local plan. No longer a central leisure provision, PC's have devolved to take this back. There are S106 monies available for PCs to call on, through various funding agencies. Football money is available, and around 170+ funding schemes that WPC could apply for Allotments and Hooper's Field projects. Moredon Sports Hub has been established using funding, two members of the team are happy to attend the next Hooper's Field Working Group meeting to offer advice.

10. Finance

- 10.1. To note that H Broughton has been asked to cover the Clerk's annual leave at a cost of £259 – authorisation made using the Clerk's delegated powers
This was noted

- 10.2 To note the conclusion of audit and the external auditor's report
This was noted

- 10.3 To approve the Orders of Payment for September 2024
Payment schedule for September 2024 had been circulated
Proposed: Cllr Sumner **Seconded:** Cllr Glanville
Resolved: Parish Council unanimously approved the payment schedule for September 2024 (Appendix C)

- 10.4 To approve bank reconciliations for August 2024
Agreed Cllr Emmins to check the bank reconciliations for August 2024
Proposed: Cllr Glanville **Seconded:** Cllr Sumner **Resolved:** Unanimous

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10.5 To receive the Detailed Budget vs Spend report and the Reserves Report

Both reports has been circulated and were received

Comment was raised about the VAT codes used and also a Budget vs Actual Report would be more helpful

Action: Clerk to contact Scribe about VAT codes and Report options

Meeting closed at 8.41pm

Parish Council would like to thank the Cricket Club for their kind gesture to vacate the main hall at Hooper's Field at short notice, for the Full Council meeting

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Appendix A

Ward Councillor report – Cllr Gary Sumner – September 23rd 2024:

Ward work: Much of what I do as a councillor goes unseen, supporting residents and helping where I can. Cases in the last month have included an older resident who is being overcharged by her utility company, a resident chasing roof repairs to his council property, secondary school applications for children moving to the village on short notice, fallen trees, road markings, broken signs, missed bin collections, fibre connections for broadband, concrete spilled on a road (had to get that cleared within hours before it set).

Thames Water: Have been called back to the Corporate Scrutiny meeting at Swindon Borough Council in October, and I will continue to question them on infrastructure and drainage for the New Eastern Villages as this directly affects the Wanborough Sewage Treatment works which are being used as a temporary connection for the first few hundred homes at Redlands Grove. Although it is a small sewage works it also has one of the highest records of discharges.

20mph zone: I was pleased to see this implemented in The Beanlands and Magdalen Road area as higher speeds are inappropriate in particular because of the school, but also because with parked cars and children crossing it makes sense. This ties in with the School Safety Zone which was implemented earlier this year at my request.

Wind turbine at Symmetry Park: I attended a drop-in session at South Marston Village Hall to hear more about the plans for a 500' wind turbine on the Amazon site. This would assist in generating energy for their own use. There seemed to be a lot of positive comments, but I understand that there will still be concerns about the impact on views from the National Landscape (formerly the AONB).

Sign cleaning/Autumn Litter pick: I would be interested to hear from anyone who might want to help lift the appearance of the village by joining us for some sign cleaning and litter picking in October? Please drop me an email to say if you'd be interested and subject to numbers and can then liaise with Parish Council and book in a date – probably a few hours on a Sunday morning.

Village Maintenance Items: I was contacted by a resident this week about the concrete footway in Kings Lane who pointed out that a section in the middle is no longer supported (the base has washed away). We may need to get some scalplings etc to support. In Green Lane the entrance towards Hooper's Field obviously has a blocked pipe as water is now flowing across at ground level which will make this impassable.

SCR: I'll update verbally on this at the meeting.

Pack Hill: Following the recent serious accident I think we need to discuss what should be done – white lining and cutting back the trees as a minimum. I've raised the greenery with the tree/verge team.

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Appendix B

Clerks report – September 23rd 2024

Road Closures

Please be advised of the following road closures;

Carriageway Resurfacing Work on A419/A417 National Highways are planning essential maintenance at the A419/A417. These works will affect various sections of the A419/A417, the remaining sections of the A419/A417 outside of the works area shall operate as usual.

There are night closures scheduled on the locations below. The closures will take place from 20:00 hours until 06:00 hours the following morning

- **A417 Closure between Air Balloon Roundabout and Burford Road Interchange Southbound** Nighttime closures ONLY - From Monday 30th September to Friday 4th October, Monday 7th October, Tuesday 8th October
- **A417 Closure between M5 Junction 11A and A46 Shurdington Road Junction Southbound** Nighttime closures ONLY – Wednesday 9th October, Thursday 10th October, Friday 11th October
- **A417 Closure between A46 Shurdington Road Junction and Air Balloon Roundabout Southbound** Nighttime closures ONLY – Saturday 12th October, Monday 14th October, Tuesday 15th October
- **A417 Closure between Air Balloon Roundabout and A46 Shurdington Road Junction Northbound** Nighttime closures ONLY – Monday 14th October, Tuesday 15th October
- **A417 Closure between Burford Road Interchange and Air Balloon Roundabout Northbound** Nighttime closures ONLY – Monday 14th October, Tuesday 15th October
- **A417 Closure between Air Balloon Roundabout and Burford Road Interchange Southbound** Nighttime closures ONLY – Monday 14th October, Tuesday 15th October
- **A417 Closure between A46 Shurdington Road Junction and M5 Junction 11A Northbound** Nighttime closures ONLY – Wednesday 16th October
- **A419 Closure between A420 White Hart Roundabout Junction and Turnpike Junction Northbound** Nighttime closures ONLY - Thursday 17th October, Friday 18th October, Saturday 19th October
- **A419 Closure between Lady Lane Junction and A420 White Hart Roundabout Junction Southbound** Nighttime closures ONLY - Saturday 19th October, Sunday 20th October

Please note that there will be no disruption during daytime hours on weekdays. The A419/A417 will be fully operational as usual outside of the specified hours. Diversion routes will be signed and signage will also be in place before the start of works as a reminder.

Village Handyman

Has been very busy this month with maintaining the village.

A small tree fell in the bad weather and blocked the footpath from Mayfield to King's Lane, so he dismantled and removed this.

The kissing gate at one end of Miss Smith's the paddocks, was overgrown and impassable, he has streamed this and it is now operational for dog walkers to use.

The Scout Troup had their annual jamboree at the Lower Rec on 7th September, pre and post inspections of the area were carried out by our handyman

Marsh end of Green Lane's kissing gate as been adjusted to be easier to use

Maintenance of area outside front of Hooper's Field Pavillion – weeding and strimming as required

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Hooper's Field Sports Facility

5mph speed signs have been installed at the start and end of the new driveway. Children, dog walkers and the elderly all use the Hooper's Field facility, please be respectful when driving into and exiting the premises.



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

Park Yoga

At publication of this report, Park Yoga will have finished for the year. The last two sessions were moved to the Lower Rec (on 8th and 15th September) as Football had begun at Hooper's Field.

Village Planters

Are being cleared of summer flowers and having new winter plants installed by Lorna Naseem and her team of volunteers. The planter at Kite Hill is being looked at to be repositioned.

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Wanborough Junior Football Club

Football started at Hooper's field for the new season. This year we have the addition of an adults team, run by the Harrow, who will be playing at Hooper's Field on Saturday afternoons.

Allotment Competition

The competition and judging has now taken place. Congratulations to the winners listed below, who will be awarded their prizes at the Allotment Working Party meeting on 19th September.

Ron Kent Best Kept Allotment Award 2024 – 1st place Shela Hakeborn, 2nd place Jan Winstone, 3rd place Freddie Day & Alison Carse, Highly Commended to Colin Blackwell and also to Ken Clarke.

Best Kept New Allotment Award 2024 – 1st place Debbie Kay, 2nd place Julie Webb, 3rd place Claire Parker, Highly Commended Tina Hughes

Parish Council Vacancy

Could you be our next Parish Councillor? Are you interested in how and what affects your village? Please look out for our Parish Council coffee morning at the Village Hall on Saturday 26th October – come and meet some councillors and get a better understanding of what it means to be local parish councillor. No booking required, just pop in.

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

Future Meetings / Events

23rd September - Full Parish Council meeting

1st October – Planning, Finance & Policy Committee Meeting

9th October - Hooper's Field Committee Meeting

26th October – Parish Council Open Coffee Morning

Appendix C

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ORDERS OF PAYMENT SEPTEMBER 24 MEETING

Cost Centre	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>							
17	CCE	Village Hall Broadband Subscription	INV1552596	BACS	25.00	4.17	20.83
50	CCE	Hoopers Field Broadband	INV1552638	BACS	35.00	5.83	29.17
12	O2	Phone	n/a	DD	17.86	3.57	14.29
12	ID Mobile Ltd.	Phone – Clerk September	26914811	DD	6.00	1.00	5.00
68	Starboard Systems	Scribe software mnth 6	6969	DD	62.40	10.40	50.00
46	Cathedral Leasing Ltd	Sanitation bins at Hooper's Field - overdue Qtr 1	MI/1610885	BACS	77.98	13.00	64.98
18	Staffing costs	September Pension		BACS	****		****
18	Staffing costs	September Salary costs		BACS	****		****
<i>For approval</i>							
43	SSE	Hoopers Field Electricity	IV01062397	BACS	966.90	46.04	920.86
42	Castle Water	Hoopers Field Water	10003455623	BACS	63.61	0	63.61
27	Graham Poynter	August invoice	25-Aug-24	BACS	597.50	0	597.50
25	AllBuild	Waste collection August	2992	BACS	300.00	50	250
24	All Build	Grass cutting 5 of 8 payments (Village)	3001	BACS	1321.19	220.20	1100.99
47	All Build	Grass cutting 5 of 8 payments (HF)	3002	BACS	864.00	144.00	720.00
33	T Smith	Refund - various Allotment competition		BACS	44.85	2.50	42.35
14	PCC Wanborough	Lyden Magazine September invoice	WPC092024	BACS	200.00	0.00	200.00
61	H Broughton	Clerking cover - during annual leave	Inv 1	BACS	203.50	0.00	203.50
7	Zurich Municipal	Parish Council Insurance 2024/25	536608780	BACS	1765.48	189.16	1576.32
22	DM Payroll Services Ltd	Payroll July - Sept 24	3899	BACS	74.00	0.00	74.00
46	Cathedral Leasing Ltd	Sanitation bins at Hooper's Field - Qtr 2	MI/1621210	BACS	77.98	13.00	64.98
47	All Build	Hedge cutting Hoopers Field	3017	BACS	900.00	150.00	750.00
24	All Build	Hedge cutting - Village	3018	BACS	1440.00	240.00	1200.00
8	PKF Littlejohn	External Audit fee	SB20241855	BACS	504.00	84.00	420.00