



Burbage Parish Council

Minutes of a meeting of Burbage Parish Council held on Monday 13th February 2017 at 7.45pm in Burbage Church Centre

Attendance

Cllrs. Glenda Pearce (Chairman), John Acheson, Lee Giddings, Richard Lewis, Tony Parmenter, Mike Rowland, Gill Terry, and John Thornton were present.

Cllr Stuart Wheeler of Wiltshire Council was present.

Cllr Stuart Wheeler of Wiltshire Council reported that Wiltshire Council are about to set their budget for the coming year, and it should be finalised on 21st February. Council tax from Wiltshire Council is likely to rise by 5%, mainly to cover social care. The road between Burbage and Marlborough is on the list of works to be completed in the new financial year, and it is hoped the resurfacing will be done in May. Cllr Wheeler is talking to Adrian Hampton of the Highways Department about the state of Wolfhall Road. It will be fully resurfaced once the reason for the continual breakdown of the surface has been identified. Members of the Parish Council suggested that a drain needs building in under the road, to stop the flooding in that area. Cllr Wheeler then left the meeting.

A Police report was sent by email. There were two burglaries in the parish during January, in both of which power tools were stolen. There was a further attempted break-in, in Suthmere Drive. The police are also investigating the spate of graffiti in the village. Anyone with any information is asked to call the non-emergency number. The occurrence number is 54170013884.

There was no Speedwatch report.

485 To receive and accept apologies for absence: Councillor Colling

486 To receive Declarations of Interest and requests for dispensation: None

487 The previously circulated Minutes of Meeting held on Wednesday 11th January 2017 were accepted as a correct record and signed by the Chairman.

488 Correspondence received since the last meeting, not covered by Committees:

a) An invitation from Claire Perry MP to a beer tasting evening at Wadsworth Breweries was noted.

b) An email advising that a letter and covering letter relating to Wiltshire Council's consultation on the Everleigh Recycling Centre can be viewed at the Pewsey Parish Office between February 13th and 17th was noted.

489 Neighbourhood Planning Steering Group:

a) Correspondence: None

b) Councillor Pearce informed the Parish Council that approximately sixty responses had been received during the second Consultation on the Draft Neighbourhood Plan. These are being collated and scanned; and will then be sent to the consultant. That will be followed by a Steering Group meeting to discuss any amendments to the Draft Plan in the light of the responses received. After that, the Neighbourhood Plan will be passed to Wiltshire Council, for the next stage of the process. The Parish Council gave a vote of thanks to Mr Cook, Councillor Pearce, and all the Steering Group members for all their hard work to bring the Plan to this stage.

490 Planning Committee:

a) Correspondence: An objection lodged by a parishioner to Planning Application **17/00179/REM**, and copied to the Parish Council, was noted

b) Receive report on matters outstanding from the previous minutes: None

c) Planning application **17/00680/FUL** for Durley Gate was discussed. It was agreed that as the original objection to this application was because the access was felt to be unsafe, and the access had not been changed on the new planning application, then the objection should stand. The proposal **To Object** was approved. Proposed Cllr Lewis, seconded Cllr Terry, approved unanimously.

d) Consider any new or existing Applications for planning:

Reference	Location	Applicant	Proposed Work	Decision
17/00002/FUL	New Barn Farm Savernake Road	Mr Thomas Blanchard	Proposed new farm office	Proposal - No Objection (unanimous)
17/00290/FUL	Toad Cottage 10 Marlborough Road Stibb Green	Mr Colin Seaward	Removal of existing timber garage and shed and erection of new oak framed double garage with office/sunroom & storage area above	Proposal - No Objection (unanimous)
17/00626/TCA	Redmaye 119 High Street	Mr David Wheeler	Cypress Leylandii - Reduce by 50%	Proposal - No Objection (unanimous)
17/00818/TPO	Wycombe House Ginnys Drive	Mr Tom Truman	T 1 - Fell 1 Conifer	Proposal - No Objection (unanimous)

e) Note new planning applications:

Reference	Location	Applicant	Proposed Work	Comments to WCC by
17/00190/FUL	Leigh Hill Cottage Leigh Hill Savernake	Mr & Mrs Hamish Prentice	Proposed garage/carport with home office over	02/03/2017
17/00541/FUL	34 Eastcourt Burbage	Mr Robert Cady	Construction of 2 bay oak framed garage with room over, complete with log / store at rear including driveway and hardstanding from existing access. Re-position existing oil tank & construct wall between proposed garage & existing house.	01/03/2017
17/00604/FUL	34 Eastcourt Burbage	Mr Robert Cady	Remove the existing fence 2m high and extend with brick wall similar to the existing wall	01/03/2017
17/00675/FUL	55 Ailesbury Way Burbage	Mr & Mrs Kevin Maggs	Erection of a first floor extension above garage at front of property and first floor extension above utility at rear.	02/03/2017
17/00680/FUL	Durley Gate 10 Durley	Mr & Mrs A Akers-Douglas	Stopping up of existing vehicular access onto highway and formation of new main access from existing access point. Demolition of existing ancillary garage/ stable and erection of ancillary self-contained residential annex. Erection of cart shed parking and store, with home office above (re-submission of 16/10300/FUL).	01/03/2017
17/00933/TCA	Spinners 2 Eastcourt	Mrs Margaret Edwards	T1 - Copper Beech - Fell	28/02/2017

f) A meeting date of Saturday 18th February at 9 am was agreed to view new applications. Attendees Cllr Lewis, Cllr Terry, Cllr Acheson, and Cllr Pearce. Cllr Lewis was asked to arrange the visits.

491 Village Open Spaces Committee:

a) Correspondence:

- i) An email complaint about recent graffiti in various places in the village was discussed. The matter has already been reported to the police, who are taking action to find the culprits. It was agreed that the matter would be mentioned

in the Chairman's letter in the Burbage News, with a request for people to keep an eye open, and report any sightings to the police. It was agreed that the matter would be left for the police to deal with.

ii) Cllr Acheson reported that he had received notification that Mr Peter Powell will supply a new bench for the Seymour Pond area, to replace the existing bench. Mr Simon Last has volunteered to install the bench without charge. The Clerk was asked to make sure that the new bench is covered under the Parish Council insurance. **Action Clerk**

iii) The invitation to enter the Best Kept Village competition has been received, and was discussed. It was agreed that Burbage would not enter this year because of the graffiti issue, but would consider entering next year.

Proposed Cllr Acheson, seconded Cllr Rowland, approved unanimously.

b) Receive report of Actions outstanding from previous minutes:

Open Spaces	Who	When	Updates
1. Complaint about access on to the road by the bridges from Footpath 20. The metal crash barrier on the road prevents safe entry to and exit from the footpath, and has resulted in a member of the public having a fall on to the road. Cllr Stuart Wheeler has taken an action to contact the Rights of Way department at Wiltshire Council. The Clerk was instructed to also contact the Rights of Way Officer, copying in Cllr Stuart Wheeler, to stress that this is a safety issue.	Clerk	May	Issue logged with Wiltshire Council via the website. Ongoing The Clerk was asked to chase Wiltshire Council for some progress on this issue; and to suggest that a stile is erected across the barrier. Ongoing Wiltshire Council have logged it as "to be inspected", but said that since it is not a safety issue then it may take some weeks for the inspection to happen.
2. CCTV cameras. Cllr Rowland reported that the maximum cost to install 6 cameras in the village would be £25,000, whichever way they are configured. Cllr Lewis has written to the Police and Crime Commissioner to ask about possible grants, and is awaiting an answer. He has also written to the police, to ask for advice on the specification of the system. He further stated that it would be possible to give better coverage at the edge of the village if the proposed High Street camera was moved down Westcourt. The proposal to present the potential system at the Parish Meeting in May, and then pass it forward to the next Parish Council after the May election was approved. Proposed Cllr Lewis, seconded Cllr Thornton, approved unanimously.	JA/MR	May	Ongoing
3. Tree Preservation Orders – The Clerk has submitted the request for the four trees to Wiltshire Council	Clerk	Apr	Ongoing
4. Replacement roundabout sign – the Clerk asked Wiltshire Council to replace the damaged sign at the Hungerford approach to the roundabout. Chased several times by the Clerk. Wiltshire Council say it is in progress.	Clerk	Feb 2015	Ongoing
5. Jubilee Tree bench – the Parish Council to purchase and install a plaque on the bench to commemorate the Queen's Jubilee.	CW	Apr	Ongoing

Open Spaces	Who	When	Updates
<p>6. Parish Steward – Cllr Acheson’s details to be sent to Wiltshire Council as the nominated contact</p> <p>5 main tasks for the Parish Steward are:-</p> <ol style="list-style-type: none"> 1. The Wolfhall junction issues 2. Footpath from Old Bakery to Manor Farm 3. Flooding at the bottom of Westcourt 4. The damaged culvert at East Sands 5. Flooding by Cherry Orchard Cottage, at the end of the lane. 	<p>Clerk</p> <p>JA</p>	<p>Jun</p>	<p>COMPLETE</p> <p>Ongoing</p>
<p>7. A report that some trees have been cut down on the Parish Council land by the playground, without permission, by a resident whose property adjoins the land. The Clerk was asked to check the Parish records for the title deeds to this land.</p> <p>The Clerk was asked to write to the householder</p> <p>The Clerk was asked to write a second letter, asking for the trees to be replanted by 31st March, and for the fence to be repaired.</p> <p>The fence has been repaired</p>	<p>Clerk</p>	<p>Nov</p>	<p>The title deeds show that the Parish Council is the owner of the land</p> <p>Letter received from householder</p> <p>Letter sent.</p>
<p>8. Request from Mr Philip Marsh for bus shelters in Burbage for travellers heading southbound, particularly by Seymour Pond. Persimmon Homes were asked to build a shelter, but have declined. They suggested applying to their charity for the funding. The Clerk was asked to check with Wiltshire Council if a bus shelter would be permitted at that location</p>	<p>Clerk</p>	<p>Mar</p>	<p>Ongoing</p>
<p>9. Supply and fit fingerpost signs for Wolfhall/Crofton and Durley. Contract awarded to Chris Wheeler Construction Ltd. Signs purchased, and due for installation early February.</p>	<p>Clerk</p> <p>CW</p>	<p>Dec</p>	<p>Contract issued.</p> <p>Ongoing</p>

c) Councillor Pearce gave an update on the arrangements for the litter pick being held in Burbage on Saturday 4th March, as part of the Great British Spring Clean. It will begin at 9.30am, with volunteers meeting at the Village Hall car park. The participation of the Scouts and Cubs has been organised. It was agreed that Councillor Pearce should also ask the Brownies. Refreshments will be provided in the Village Hall. Councillor Acheson volunteered to collect the litter picking equipment from Councillor Rowland and deliver it to Councillor Pearce.

d) A letter has been received from Persimmon Homes in response to the request for funding to build a new bus shelter by the entrance to the new development. They declined the request, but suggested that the Parish Council should apply to their charity for the funding. The Clerk was asked to contact Wiltshire Council to see if they would allow a bus shelter in that location. It was agreed that if the response from Wiltshire Council was favourable then the Parish Council should consider applying for a grant from the Persimmon Homes charity. **Action Clerk**

e) The playground inspection rota for the next month was noted.

492 Finance & Policy Committee:

GP

a) Correspondence:

- i) The Clerk reported that a letter had been received from the Pensions Regulator, giving the date of 30th June 2017 as the declaration of compliance deadline. The Clerk is taking advice on how to complete the declaration for the Burbage Parish Council circumstances.
- ii) A request from the Cricket Club for a grant towards the laying of a new surface on the cricket pitch was discussed. The Clerk was asked to reply to the Cricket Club to say that the Parish Council are not able to assist with this, and to suggest that they applied to the Pewsey Area Board for funding. **Action Clerk**

b) Receive report of Actions outstanding from previous minutes:

Finance & Policy	Who	When	Status
Emergency Plan	SC	Jun	Cllr Colling has sent the draft plan to the Good Companions, the Church, the Village Hall, the surgery, and Woman's Own for comment.
Proposed 20mph limit in Burbage for the roads east of the High Street.	SC	Oct	Ongoing

493 RFO / Finance Report:

a) Correspondence: None

b) Receive report of Issues outstanding from the previous minutes: None

c) The current liquidity statement & Bank Reconciliation for 31st January 2017: **£72,894.64**

d) Note receipts since last PC Meeting:

Date Cleared	Chq/SO/BACS	Ref.	Details	VAT Excl	Total Recp.
03/01/17	BACS	R16/18	Base Rate Reward Account Interest Jan 17	12.15	12.15
01/02/17	BACS	R16/19	Base Rate Reward Account Interest Feb 17	10.68	10.68
Totals				22.83	22.83

e) Retrospectively approve payment made by full Parish Council at Committees meeting on 30th January, 2017:

Issue Date	Chq/ SO	Payment Ref.	Details	VAT Excl	Total Payments	VAT
30/01/17	100513	P244C	Information Commissioner – Data Registration renewal	35.00	35.00	
Totals				35.00	35.00	

f) Approve new payments:

Date Invoice Recd	Chq No.	Ref.	Details	VAT Excl	Total Payments	VAT
01/02/17	100514	P245C	Burbage News February	30.00	30.00	
28/02/17	100515	P246C	Clerk's salary/BB/phone February 2017	352.50	352.50	
28/02/17	100516	P247C	PAYE for Clerk February 2017	85.20	85.20	
07/02/17	100517	P248C	Burbage News – Printing for 2 nd NP Consultation	334.00	334.00	
Totals				801.70	801.70	

494 Next Meetings:

- a) Full Council **Monday 13th March 2017** at 7.45pm in the Church Centre
- b) Committee Meetings: **Monday 27th February 2017** from 7.45pm in the Church Centre

There being no further business the Chairman closed the meeting at 9.00pm

Signed.....ChairmanDate