



# Burbage Parish Council

## Minutes of a meeting of Burbage Parish Council held on Monday 10<sup>th</sup> July 2017 at 7.45pm in Burbage Church Centre

### Attendance

Cllrs. Steve Colling (Chairman), Andrew Fellows, Lee Giddings, Glenda Pearce, Gill Terry, John Thornton, Andrew Wheeler and Chris Wheeler were present.

8 Members of the Public were present.

Cllr Stuart Wheeler of Wiltshire Council was not in attendance.

A Police report was sent by email. The police have undertaken several targeted patrols, aimed at cutting the number of dwelling and non-dwelling burglaries. In the Pewsey area, these types of crime have dropped from 39 to 22 over the period of May and June. There were no burglaries in the Burbage parish area during June. The full police report has been published on the News page of the Parish Council website.

Mrs Sue Masey, the Chairman, attended the meeting to present the Village Hall report. At the recent EGM seven people volunteered to join the committee. As it was an EGM, only 3 were allowed to be appointed, and there is now a good committee in place. Two of the new members are new to the village, but have very relevant previous experience. The other volunteers will be invited to join the committee at the AGM, when the rules allow more people to be appointed. The decision has been taken not to build a new village hall, but to refurbish the existing one. Work has been done to fix the leaking roof already. The electrics and the kitchen upgrade are the next targets, followed by an upgrade of the toilets and the disabled facilities. The new committee are very keen, and managed to get the bar area of the Village Hall painted in the short space of time before the Village Gala began.

There was no Speedwatch report.

The Chairman invited questions from the members of the public. Mrs Pat Ambrose advised the Parish Council that there have been ongoing problems with children playing football and climbing the trees in the green space in Martingale Road, which is having an adverse effect on the quality of life of people whose gardens back on to the area. The noise continues until quite late in the evening. Mr Mike Bird read out a letter which had been signed by four residents. Two residents have contacted the police, who have said they will keep an eye on the area. The fence which the Parish Council had offered to attach a notice to to stop balls being kicked against it was erected by the original developers, and is now beginning to fall down, so it was felt that a sign would not be of any benefit. The children using the area feel that Barn Meadow is too far away to use instead. The level of noise being made is the big issue for the residents. A discussion took place about what could practically be done. A request from the Chairman that the residents should start a petition, to add weight to the complaint, was not felt to be practical by the residents at the meeting. It was agreed that the Chairman would write about the general problem of anti-social behaviour in the village in his next article in the Burbage News. The Clerk was asked to contact the police to restate the problems being experienced.

### **Action Cllr Colling & Clerk**

Three residents of The Warren attended the meeting to request that the Parish Council apply for a speed limit on the Savernake Road in that area. Commuters use the road to get to Bedwyn station, and as a way to avoid the A4, and travel along the road at high speed. School children walk along the road, as well as dog walkers accessing the forest; and the turning out from the road the school is on has very limited visibility of anything coming along the Savernake road. 173 residents have signed an on-line petition asking for a speed limit. The Chairman outlined the procedure for getting a speed limit set up; and asked the residents to put forward a formal case for the application. The Parish Council will then take the request forward to CATG.

**542 To receive and accept apologies for absence:** Cllr Rowland

**543 To receive Declarations of Interest and requests for dispensation:** Cllr Andrew Wheeler and Cllr Chris Wheeler both declared a pecuniary interest in item 548 d), the quote to supply new signs directing people to the Church.

**544** The previously circulated Minutes of Meeting held on Monday 12<sup>th</sup> June 2017 were accepted as a correct record and signed by the Chairman.

**545 Correspondence received since the last meeting, not covered by Committees:** None

**546 Neighbourhood Planning Steering Group:**

a) Approval was given for the Neighbourhood Development Plan to be submitted to Wiltshire Council for the next stage of the adoption process. Proposed Cllr Pearce, seconded Cllr Fellows, approved unanimously. The Clerk was asked to make the submission. **Action Clerk**

**547 Planning Committee:**

a) Correspondence:

i) The Chairman reported that Wiltshire Council's Planning Department had decided that the beech trees at the edge of the Persimmon estate were actually a hedge, and so could be cut back and returned to being a hedge.

ii) Wiltshire Council wish to stop sending out paper plans of planning applications, and are asking all Parish Councils to access the plans on-line and print them off for themselves. This is not felt to be practicable by several Parish Councils, and the Pewsey Area Board is taking the matter up.

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

c) The Chairman reported that he had reviewed the Housing Allocation Plan sent out by Wiltshire Council. Burbage parish had sent in its suggested settlement boundaries in 2014, and these have been broadly agreed.

d) Consider any new or existing Applications for planning: None

e) Arrange date for upcoming planning visits: None required

**548 Village Open Spaces Committee:****AW**

a) Correspondence:

i) An invitation from play equipment manufacturers Kompan to enter a competition to win matched funding for new play or fitness equipment was discussed. It was agreed that the Parish Council would not enter the competition.

ii) An email from Mary Powell expressing disappointment at the state of the grass cutting at Seymour Pond around John Powell's memorial bench was discussed. Cllr Andrew Wheeler was asked to check which areas of the pond the Parish Council is currently maintaining, and then speak to Bawden. **Action Cllr Andrew Wheeler**

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		Sep	Ongoing
3. Tree Preservation Orders – The Clerk has submitted the request for the four trees to Wiltshire Council. Wiltshire Council have replied, but all 4 applications were rejected	Clerk	Apr	CLOSED
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. Cllr Stuart Wheeler agreed to chase it again	Cllr Wheeler	Jul	Ongoing

Open Spaces	Who	When	Updates
5. Jubilee Tree bench – the Parish Council to purchase and install a plaque on the bench to commemorate the Queen’s Jubilee. The Clerk to send Cllr Chris Wheeler a copy of the wording that had been agreed. Cllr Chris Wheeler to obtain the plaque. Also agreed to arrange a memorial plaque for Miss Gladys Smith by the new piece of pay equipment funded by her bequest. Cllr Pearce to provide wording for the plaque.	CW	Sep	Ongoing
	Clerk	Jul	COMPLETE
	GP	Jul	COMPLETE
6. Parish Steward –5 main tasks for the Parish Steward are:- <ol style="list-style-type: none"> <li>1. The Wolfhall junction issues</li> <li>2. Footpath from Old Bakery to Manor Farm</li> <li>3. Flooding at the bottom of Westcourt</li> <li>4. The damaged culvert at East Sands</li> <li>5. Verge towards Fir Greenland overgrown</li> </ol> <p>Further issues:-</p> <ol style="list-style-type: none"> <li>1. Signpost to Westcourt on Pewsey/Burbage road just before Harepath is leaning dangerously toward the road</li> <li>2. Bottom of Westcourt is still flooding after heavy rain</li> </ol>	MR		Ongoing  <ol style="list-style-type: none"> <li>1. Ongoing</li> <li>2. Promised to widen path</li> <li>3. Ongoing</li> <li>4. Ongoing</li> <li>5. Will be cleared</li> </ol>
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.  Letter received stating that a previous resident had been asked to remove the trees by the Parish Council. The Clerk was requested to ask for copies of the letters quoted	Clerk	Nov	The title deeds show that the Parish Council is the owner of the land  Clerk to chase
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 The Clerk to send details to Cllr Stuart Wheeler to chase	Clerk	Jul	Ongoing

Open Spaces	Who	When	Updates
9. Maintenance points raised by Mr David Butler: a) Broken kissing gate. Cllr Chris Wheeler said it was owned by him, and he would repair it. b) Overgrown footpath past Scout Hut. Cllr Acheson volunteered to speak to the owner about getting it cleared. c) Overgrown footpath between Saddlers Way and the High Street. The Parish Council agreed to fund the clearing, up to a maximum cost of £100. Cllr Acheson has asked Simon Last to cut it, but can't be done until August.	CW JA JA	Apr Apr Apr	COMPLETE COMPLETE COMPLETE

- c) A complaint about the footpath running behind the electricity substation being overgrown was discussed. Cllr Andrew Wheeler agreed to talk to Bawdens, the contractors for grass cutting, give them the updated plan of the areas that should be being cut, and to ask them to start maintaining that particular footpath. **Action Cllr Andrew Wheeler**
- d) Cllr Chris Wheeler and Cllr Andrew Wheeler having declared a pecuniary interest, the discussion on the quote for replacing the Church direction signs was passed to the end of the meeting.
- e) Cllr Giddings reported that he had received a second tender for the proposed new piece of climbing equipment for the playground. The item was passed to the next Open Spaces Committee meeting, to be held on Monday 25<sup>th</sup> September, for review. **Action Cllr Giddings**
- f) The playground inspection rota for the next two months was noted.

#### 549 Finance & Policy Committee:

GP

a) Correspondence: An invitation to apply for funding from the Police and Crime Commissioner's Community Action Fund was discussed, as it was felt that the proposed CCTV installation for Burbage village would be eligible. It was agreed that it is too soon to apply this year, but that an application might be appropriate next year.

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

c) The payment of the electrician's invoice of £326.40 for installing the White Hart defibrillator in the phone box was approved. Proposed Cllr Colling, seconded Cllr Terry, approved unanimously

d) The proposal to renew membership of CPRE, at a cost of £36.00, was approved. Proposed Cllr Pearce, seconded Cllr Fellows, approved unanimously

#### 550 RFO / Finance Report:

a) Correspondence: None

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

c) Receive current liquidity statement & Bank Reconciliation for 30<sup>th</sup> June 2017: **£79,542.69**

d) Note receipts since last PC Meeting:

Date Cleared	Chq/SO/BACS	Ref.	Details	VAT Excl	Total Recp.
01/06/17	BACS	R17/04	Bank Interest - Base Rate Reward account June 17	11.06	11.06
<b>Totals</b>				<b>11.06</b>	<b>11.06</b>

e) Note payments made as the result of an authorised contract:

Date Invoice Recd	Chq No.	Ref.	Details	VAT Excl	Total Payments	VAT
13/06/17	100551	P282C	Burbage News – half page June 17	15.00	15.00	
<b>Totals</b>				<b>15.00</b>	<b>15.00</b>	

f) Approve new payments:

Date Invoice Recd	Chq No.	Ref.	Details	VAT Excl	Total Payments	VAT
10/07/17	100552	P283C	Bawden Managed Landscapes – grass cutting June 17	536.18	643.42	107.24
28/07/17	100553	P284C	Clerk's salary/BB/phone July 2017	352.50	352.50	
10/07/17	100554	P285C	PAYE for Clerk July 2017	85.20	85.20	
10/07/17	100555	P286C	Clerk's expenses Jun-Jul 2017	26.58	26.58	
10/07/17	100556	P287C	Burbage News – half page July 17	15.00	15.00	
10/07/17	100557	P288C	Bawden Managed Landscapes – grass cutting July 17	536.18	643.42	107.24
25/08/17	100558	P289C	Clerk's salary/BB/phone August 2017	352.50	352.50	
10/07/17	100559	P290C	PAYE for Clerk August 2017	85.20	85.20	
10/07/17	100560	P291C	Burbage News – half page August 17	15.00	15.00	
10/07/17	100561	P292C	CPRE membership renewal	36.00	36.00	
10/07/17	100562	P293C	R J Kennington - electrician	272.00	326.40	54.40
<b>Totals</b>				<b>2,312.34</b>	<b>2581.22</b>	<b>268.88</b>

**CLlr Chris Wheeler and Cllr Andrew Wheeler left the meeting, along with Cllr Giddings**

**548** d) The quote of £160.00 + VAT to replace the signs to the Church was discussed and accepted. Proposed Cllr Colling, seconded Cllr Thornton, approved unanimously.

**551 Next Meetings:**

- a) Full Council **Wednesday 13<sup>th</sup> September 2017** at 7.45pm in the Church Centre  
 b) Committee Meetings: **Monday 25<sup>th</sup> September 2017** from 7.45pm in the Church Centre

**JT**

There being no further business the Chairman closed the meeting at 9.10pm

Signed.....Chairman .....Date