



Burbage Parish Council

Minutes of a meeting of Burbage Parish Council held on Monday 14th January 2019 at 7.45pm in Burbage Church Centre

Attendance

Cllrs. Steve Colling (Chairman), Andrew Fellows, Glenda Pearce, Gill Terry, Andrew Wheeler and Chris Wheeler were present, plus Joyce Turner (Clerk)

Cllr Stuart Wheeler of Wiltshire Council reported that the budget is still being worked on, and the first draft should be published on 22nd January. The new Vale Centre is being used a lot, and the number of classes available is expanding. Cllr Colling commented that not enough money is being given to CATG, and asked if more could be made available. Cllr Wheeler explained that Area Board funding cannot be used for CATG except in exceptional circumstances, and suggested that Cllr Colling should raise the matter at the Pewsey Area Board meeting on 21st January. Cllr Colling also raised the matter of the Section 106 money for the Persimmon Homes development, and the transfer of the pond and the playground. So far, no money has been received, and neither the pond nor the playground has been passed to the Parish Council. No agreement has been reached on the maintenance of the site or the footpaths. Cllr Wheeler said he would chase these matters up with Sarah Holloway at Trowbridge.

A Police report was sent by email. There have been 5 burglaries in Burbage during December. Three were vehicle break ins, two of which were work vans. One was a burglary of a locked shed, and the fifth one was a break in to a house by smashing through a door. Items were stolen in all 5 cases.

There was no report from the Village Hall.

There was no report from the Speedwatch team.

Three members of the public, Mr Mark Franklin, Mr Nick Burn, and Mr Tom Blanchard were present.

719 To receive and accept apologies for absence: Cllr Giddings and Cllr Thornton

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

721 The previously circulated Minutes of Meeting held on Monday 11th December 2018 were accepted as a true record and signed by the Chairman.

722 The Chairman presented an update from the Community Transport Group. There have been no updates on the proposed 20mph limit in Burbage (East of High Street), changing the T junction on to the A338 from Eastcourt Road back to a proper, straight T to make visibility better, or the request made by the owners of a field opening on to the by-pass to improve the signage, as they are having to bring horses straight out from an obscured gateway on to the busy road where traffic is moving at speed.

The speed assessment at The Warren showed traffic travelling at an average speed of 42mph, which is not high enough for a 50mph limit to be put in place. This means looking at other options. Standing Orders were suspended at 8pm to allow Mr Franklin and Mr Burn to speak. They are concerned about the speed of some traffic which is travelling straight through The Warren as a way to and from the A4. As there is a lot of local traffic going to the school and nursery, as well as to local businesses; and farm animals are being moved across the road twice a day, the very fast moving through traffic is causing issues. There have been collisions, but these have not all been reported. The Chairman asked Mr Franklin and Mr Burn what measures they would like to see taken. After discussion, it was agreed that erecting village gates, and adding some signage to them warning of children and animals on the road ahead, would be the best solution. Standing Orders were reinstated at 8.09pm. It was agreed that the Chairman would ask for advice from CATG on what signage would be best, and what would be allowable. **Action Cllr Colling**

723 Pewsey Area Board – the next meeting is being held on Monday 21st January at Woodborough.

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

i) Clarification has been received from the Chair of PCAP about how and where locally funded Raizer Chairs would be used. The chairs would be supplied to the local volunteer First Responders, not to the area ambulance service. It was agreed that there was a need for a First Responder in the Burbage area. The Clerk was asked to invite Dawn Wilson to the May Parish Meeting to explain the role of the First Responders, and how a Raizer chair would be used. If the meeting attendees from the parish support the request for funding, then the Parish Council will look at providing it.

725 Planning Committee:

- a) Correspondence: None
 b) Receive report on matters outstanding from the previous minutes: The planning permission for Ravenswood House has been granted.
 c) Report on planning decisions taken since the last Parish Council meeting

Reference	Location	Applicant	Proposed Work	Decision
18/10796/FUL	Ravenswood House Wolfhall Road	Mr & Mrs Del Mar	Single storey conversion and extension of existing garage, also a new timber garage building.	Proposal – No Objection (unanimous)
18/11028/FUL	Pike Cottage Stibb Green	Mr & Mrs Franklin	Single storey glazed rear extension	Proposal – To Object On the grounds that the extension is too big for the plot, and the access is not good enough (unanimous)

- d) & e) Consider any new and existing applications for planning:

Cllr Colling, Cllr Fellows, Cllr Pearce and Cllr Terry to visit on Saturday 19th January at 9.00am. Meet at Ivy Cottage.

Reference	Location	Applicant	Proposed Work	Comments to WC by
18/11760/FUL	Ivy Cottage, 7 Marlborough Rd Stibb Green	Mr & Mrs Martin	Proposal for single storey rear extension and internal alterations to an existing semi-detached dwelling	01/02/2019
18/10406/FUL	Land adjacent to 2 & 3 Manor Gardens	Mr & Mrs J Austen and Mr & Mrs T Albery	Retrospective planning for two wooden gates on the bottom boundary to 2 & 3 Manor Gardens; a post and wire fence to the bottom boundary for 2 & 3 Manor Gardens and a wooden seating area in the garden of 2, Manor Gardens	08/02/2019

726 Village Open Spaces Committee:**AW**

- a) Correspondence:
 i) An email from PCAP about a potential grant for funding broadband was discussed. Burbage itself already has broadband, but Cllr Stuart Wheeler reported that he is working on trying to get it installed in Ram Alley.
 ii) An email from Michelle Smith about trees overhanging her garden was discussed. Cllr Terry informed the meeting that she has viewed the problem, and action needs to be taken. However, as the trees are on Wiltshire Council land, the Clerk was asked to advise Ms Smith to contact them. **Action Clerk**

- b) Receive report of Actions outstanding from previous minutes:

Open Spaces	Who	When	Updates
1. CCTV cameras Cllr Pearce to collect all the information from Mrs Liz Rowland. Cllr Colling to use his March article in the Burbage News to ask for a volunteer to take this project over.		Oct	Ongoing Cllr Chris Wheeler volunteered to take the lead on this project.

Open Spaces	Who	When	Updates
<p>2. Parish Steward - current main tasks for the Parish Steward are:-</p> <ol style="list-style-type: none"> Gullies and drains The Wolfhall junction issues Repair surface of entrance to telephone exchange <p>Cllr Andrew Wheeler to meet the Parish Steward in February</p> <p>The dead trees in the garden at Ginny's Drive cannot be dealt with by the Parish Steward. Clerk to write to owner to ask for them to be made safe. Cllr Pearce to provide name and address</p>	<p>AW</p> <p>Clerk/GP</p>	<p>Jan</p>	<p>Ongoing</p> <ol style="list-style-type: none"> Lorry has cleared some gullies, in Ram Alley and East Sands. Proposal to hire contractor to clear all problem gullies. Cllr Chris Wheeler volunteered to get quotes Parish Steward has passed to Highways No progress from Wiltshire Council <p>Parish Steward visits to Burbage: 9th, 10th, and 14th January 6th, 7th, and 11th February 6th, 7th, and 11th March 3rd, 4th, and 8th April</p>
<p>3. 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>Jul</p>	<p>Ongoing</p> <p>Review in June 2019 when the land is transferred to Wiltshire Council/Burbage Parish Council</p>
<p>4. New litter bins for playground -</p>	<p>CW/AW</p>	<p>Feb</p>	<p>First litter bin installed</p> <p>The 2 new bins have been delivered, but not yet installed</p>
<p>5. Repairs needed in the playground – the basketball back plates need replacing.</p> <p>The playground large gates need combination locks installing, to prevent the gates being left open.</p>	<p>CW/Clerk</p> <p>CW</p>	<p>Jan 19</p> <p>Jul</p>	<p>The new plates have been delivered, but not yet installed</p> <p>Cllr Chris Wheeler has purchased two locks, but they are not yet installed. Ongoing</p>
<p>6. Update on Martingale Road and Seawards correspondence - Cllr Chris Wheeler has tried to speak to the replacement contact again, and has chased for a response.</p>	<p>CW</p>	<p>Asap</p>	<p>Ongoing</p> <p>Clerk has sent Cllr Colling the contact details for the Cricket Club</p>
<p>7. Re-siting the defibrillator at the Three Horseshoes. Suggestion to move it to the Cricket Club.</p>	<p>SC</p>	<p>Jul</p>	<p>Ongoing</p>
<p>8. Damaged footpath signs to be replaced.</p>	<p>SC</p>	<p>Oct</p>	<p>Cllr Colling is in the process of checking which signs need to be replaced. Ongoing</p>
<p>9. Village sweep - A quote of £500 + VAT has been obtained from Wiltshire Concrete, to travel to Burbage, sweep all the roads, and take away the collected rubbish. Proposed Cllr Chris Wheeler, seconded Cllr Pearce, approved unanimously</p>	<p>CW</p>	<p>Dec</p>	<p>Cllr Chris Wheeler arranged for a sweep to be done, and it has been completed.</p>
<p>10. Suggestion to put bike rack by bus stop next to the Three Horseshoes</p>	<p>Clerk</p>	<p>Oct</p>	<p>The Clerk has asked CATG for advice. No response has been received.</p>
<p>11. Proposal to site a salt bin by the doctor's surgery</p>	<p>LG</p>	<p>Dec</p>	<p>The salt bin has been obtained by Cllr Giddings</p>

- c) The quotes for the new roundabout in the playground were discussed. Cllr Chris Wheeler is waiting for one more response. Carried forward to the Parish Council meeting on 11th February.
- d) The Clerk reported that she had asked two companies for quotes to clean and maintain the village benches. Both companies wish to view the benches before quoting. Cllr Chris Wheeler volunteered to meet them. Clerk to send Cllr Wheeler a list of the benches. **Action Clerk and Cllr Chris Wheeler**
- e) The Warren issue 5919 was discussed under 722, the CATG update.
- f) Issue 6626, a request made by the owners of a field opening on to the by-pass to improve the signage, as they are having to bring horses straight out from an obscured gateway on to the busy road where traffic is moving at speed. was discussed. The Parish Council agreed to support the request. Proposed Cllr Fellows, seconded Cllr Pearce, approved unanimously. The Clerk was asked to inform Wiltshire Council. **Action Clerk**
- g) The playground inspection rota for the next month was noted.

727 Finance & Policy Committee:

GP

- a) Correspondence: None
- b) Receive report of Actions outstanding from previous minutes: None
- c) The Interim Audit report from Mr Gill was received, and his recommendations noted.
- d) The payment of £40.00 to the Information Commissioner to renew the Data Protection registration was approved.
- e) A Resolution to make a virement to move budget of £500 from unallocated reserves to Line 19 Village Cleaning was made, to cover the expected cost of hiring the sweeper lorry.

728 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 31st December 2018: £100,102.90
- d) Note receipts since last PC Meeting

Date Recd	Payment Type	Ref.	Details	VAT Excl	Total Payments	VAT
03/12/18		R18/12	Bank interest Reward Account Dec 18	18.95	18.95	
02/01/19		R18/13	Bank interest Reward Account Jan 19	17.77	17.770	
Totals				36.72	36.72	

e) Approve new payments:

Cheque Date	Chq No.	Ref.	Details	VAT Excl	Total Payments	VAT
14/01/19	100660	P391C	Bawden Managed Landscapes – grass cutting December 18	536.18	643.42	107.24
28/01/19	100661	P392C	Clerk's salary/BB/phone Jan 2019	352.50	352.50	
14/01/19	100662	P393C	PAYE for Clerk Jan 2019	85.20	85.20	
14/01/19	100663	P394C	Burbage News invoice January 2019	15.00	15.00	
14/01/19	100664	P395C	Mr P Gill – Interim audit	45.00	45.00	
14/01/19	100665	P396C	Last Landscaping – clean of village ponds	1,620.00	1,944.00	324.00
14/01/19	100666	P397C	Information Commissioner – Data Registration renewal	40.00	40.00	
14/01/19	100667	P398C	Chris Wheeler Construction Ltd – Plaque for Jubilee bench	75.00	90.00	15.00
Totals				2,768.88	3,215.12	446.24

729 Next Meeting:

JT

- a) Full Council **Monday 11th February 2019** at 7.45pm in the Church Centre

There being no further business the Chairman closed the meeting at 8.50pm

Signed.....ChairmanDate