



Burbage Parish Council

Minutes of a meeting of Burbage Parish Council held on Monday 18th March 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 Wiltshire Council approved the budget. He was pleased to see that a new doctor is joining Burbage surgery, which is good news for the village. He asked Cllr Chris Wheeler to keep him informed on whether the Parish Steward is performing a satisfactory service. The general feeling of the Parish Council is that the Parish Steward does not have the tools to be able to do very much himself. Two issues were raised, the GPO manhole having been left with the cover off, so there is a deep hole in the road; and a sign with rotted off posts, which need replacing. Burbage's S106 money is still being chased, and Cllr Wheeler is trying to set up a meeting with Persimmon Homes to tie up all the outstanding items. The play park is still closed off, and the transfer of the Persimmon half of Seymour Pond has not yet taken place.

A Police report was sent by email. There were no burglaries in Burbage, but as East Pewsey is still being targeted by thieves then there continues to be an increased police presence. The Parish Council Chairman had reported groups of youths congregating in the church porch, and the police have increased patrols in that area, and have spoken to some of the people concerned.

There was no report from the Village Hall.

There was no report from the Speedwatch team.

One member of the public, Mr Jonathan Chandler, Chairman of the Burbage and Easton Royal Cricket Club, was present.

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

742 To receive Declarations of Interest and requests for dispensation: Cllr Chris Wheeler declared a non-pecuniary interest in Item 748 c). He also declared a pecuniary interest in Item 749 c), and took no part in the decision.

743 The previously circulated Minutes of Meeting held on Monday 11th February 2019 were accepted as a true record and signed by the Chairman.

744 The Chairman presented an update from the Community Transport Group. The proposed 20mph limit is progressing, as is the provision of village gates and speed limit signs at the Warren. CATG is not in favour of redesigning the East Court Road junction, particularly as there have been no reported incidents there. Issue 6626, the request for signage for the entrance off the bypass, is being looked at by a member of the Highways Department, who will advise on solutions. There hasn't been any progress on the improvements to the Stibb Green embankment and footpath. Cllr Stuart Wheeler to chase this up. Issue 6962 relating to the Burbage Wharf bridges was discussed. Wiltshire Council had bought the land by the bridges so that the bridges could be straightened out, but budget had not been set aside to do the work. The Parish Council agreed to support the request for a new bridge, but not the request for traffic lights on the existing bridge.

745 Pewsey Area Board – there was a meeting on 11th March, but there was nothing of note to report.

748 Item 748 c), the discussion of the plan of the proposed changes to the cricket club parking and vehicle access, was brought forward, as Mr Jonathan Chandler had attended the meeting for this specific item. The Cricket Club wish to move the fence alongside the ditch closer to the ditch, and then to fence off a track for cars to come on to the field, so that the cars are separated from the rest of the field. They wish to tidy up the area around the ditch, and widen the stile to wheelchair width. Gaps will be left in the fence separating off the car area, so that people can get through. There will not be any obstruction for people using the footpath; and no trees will be cut down. The Parish Council agreed that it was happy for the plan supplied by the cricket club to be implemented, and gave it their unanimous support.

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

i) Mr Tom Blanchard applied to be co-opted as a Parish Councillor, to fill one of the vacant positions. It was agreed that his application would be accepted. Proposed Cllr Pearce, seconded Cllr Terry, approved unanimously. The Clerk was asked to inform Mr Blanchard and Wiltshire Council. **Action Clerk**

ii) An email from PCAP asking if there would be any interest in organising a walk as part of the North Wessex Downs AONB pilot Walking Festival this year, from 10th to 23rd June, was discussed. The Clerk was asked to pass the details on to Mrs Liz Rowland and Mr Geoff Hill, and to inform PCAP that Burbage Parish Council are looking into it. **Action Clerk**

iii) An email from Wiltshire Council about the temporary closure of Smithys Lane from 29th April to 1st May, to enable Wessex Water to carry out installation of washout, was noted.

iv) An email giving details of the admissions policy to Burbage school from the Excalibur Trust was noted. The Clerk was asked to forward the email to the Chairman. **Action Clerk**

747 Planning Committee:

a) Correspondence: None

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

c) Report on planning decisions taken since the last Parish Council meeting

Reference	Location	Applicant	Proposed Work	Decision
18/11976/FUL	Orchard House 36 Eastcourt	Mr Tom Cady	Proposed bicycle store to be moved from south western side of boundary to south eastern side & garden room added. Close boarded fence and gate installed to SE corner of house. Repositioning of 3 no. car parking spaces. Reposition entrance gates to boundary. External door added to sitting room instead of existing window. Proposed conservation roof light to utility room. Change of paving to exterior of property to Bradstone Woburn Rumbled Graphite Range Brick Pavers. Removal of post and rail fence to Eastern boundary with replacement erected by owners of 34 Eastcourt.	Proposal – No Objection (unanimous)

d) Consider any new and existing applications for planning:

Reference	Location	Applicant	Proposed Work	Decision
19/01658/FUL	Beeching Villa Savernake Forest Hotel Lower Level Lodge	Mr Steve Loftus	Two storey rear extension. Two storey front extension. Detached garage.	Proposal – No Objection (unanimous)
19/01813/FUL	39 Ailesbury Way	Mr & Mrs Alan Vines	Single storey extensions at front and rear	Proposal – No Objection (unanimous)

e) No Planning visits are needed.

748 Village Open Spaces Committee:

AW

a) Correspondence:

i) An email was received from Mrs Linda Kidd following the resurfacing of East Sands. The way the tarmac had been laid had caused flood water to gather outside their lower gate. The Parish Steward examined the problem, and is arranging for it to be rectified.

ii) An email was received from Jayanti Sainsbury, informing the Parish Council that the wooden fence on the open space between Manor Gardens and the Withies had been badly damaged by the gales. It was agreed that this land did not belong to the Parish Council, and the Clerk has logged an issue with Wiltshire Council.

iii) Mr John Acheson has reported that a tree in Martingale Road is in a dangerous state, and supplied a quote to rectify it. It was agreed that this land does not belong to either the Parish Council or Wiltshire Council, as it has never been adopted. The residents are therefore free to arrange to have the tree cut back if they wish. The Clerk was asked to inform Mr Acheson. **Action Clerk**

b) Receive report of Actions outstanding from previous minutes:

Open Spaces	Who	When	Updates
CCTV cameras		Apr	Ongoing It was agreed that Cllr Chris Wheeler should invite the two companies who have supplied quotes for this work to come to the April Parish Council meeting to do 30 minute presentation. Meeting to start at 7.30pm

c) Discussed earlier in the meeting.

d) The quotes for trimming the trees around the playground were discussed. Following advice from Mr Simon Last, it was agreed that the trimming would be delayed until late summer. Cllr Chris Wheeler volunteered remove the broken branches from the playground, and tidy up the area. **Action Cllr Chris Wheeler**

The Clerk was asked to write back to the companies who had supplied quotes to say that because of the risk of disturbing nesting birds, it had been agreed that the Parish Council would ask each company to re-tender after August.

Action Clerk

e) The proposal to issue a new village cleaning contract was discussed. It was agreed that a contract for one clean would be issued, at the same price. Proposed Cllr Colling, seconded Cllr Pearce, approved unanimously. The Clerk was asked to issue the contract, and to put a proposal to issue a three year contract on the agenda for the April meeting. **Action Clerk**

f) The proposal to apply for planning permission to reduce the crown of the tree in the playground was discussed. Cllr Pearce volunteered to investigate how to make the application. **Action Cllr Pearce**

g) Cllr Chris Wheeler reported that he is still waiting for one quote for the work on the playground.

h) The playground inspection rota for the next month was noted. Cllr Chris Wheeler distributed copies of the tick list he had produced of what needs to be checked at each inspection. The Clerk asked if the soft copy could be sent over, so that it can be stored on the computer with the other Parish Council forms. **Action Cllr Chris Wheeler**

749 Finance & Policy Committee:

GP

a) Correspondence: A notice from Calor that they have set up a Rural Community Fund to allow organisations to bid for grants for community projects was noted.

b) Receive report of Actions outstanding from previous minutes: None

c) The proposal to replace and reposition the village gates on the Savernake Road was discussed. The Clerk reported that Wiltshire Council have advised that the gates have to be supplied and fitted by an approved supplier. The quote of £836.74 plus VAT from Chris Wheeler Construction Ltd to supply and erect a new gate to replace the damaged one was approved. Proposed Cllr Colling, seconded Cllr Pearce, approved unanimously. Cllr Chris Wheeler, having previously declared a pecuniary interest, took no part in the discussion.

The quote of £668.80 plus VAT from Chris Wheeler Construction Ltd to move both gates to the start of the extended 30mph limit was approved. Proposed Cllr Colling, seconded Cllr Pearce, approved unanimously. Cllr Chris Wheeler, having previously declared a pecuniary interest, took no part in the discussion.

d) The Clerk's expenses of £75.78, covering the period 16th October 2018 to 18th March 2019, were approved.

e) The Clerk's salary was reviewed. The previous review had taken place in November 2015, and the Wiltshire Council pay scale for the level and spine point that has been set for the Clerk has increased from £10.04 per hour in 2015 to £11.00 per hour as of 1st April 2019. It was agreed that the Clerk's salary should be increased to the new level. Proposed Cllr Chris Wheeler, seconded Cllr Fellows, approved unanimously.

750 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 28th February 2019: £95,485.23

d) Note receipts since last PC Meeting

Date Recd	Payment Type	Ref.	Details	VAT Excl	Total Payments	VAT
01/03/19		R18/15	Bank interest Reward Account Mar 19	16.60	16.60	
Totals				16.60	16.60	

e) Approve new payments:

Cheque Date	Chq No.	Ref.	Details	VAT Excl	Total Payments	VAT
18/03/19	100674	P405C	Bawden Managed Landscapes – grass cutting February 19	536.18	643.42	107.24
28/03/19	100675	P406C	Clerk's salary/BB/phone Mar 2019	352.50	352.50	
18/03/19	100676	P407C	PAYE for Clerk Mar 2019	85.20	85.20	
18/03/19	100677	P408C	Burbage News invoice March 2019	15.00	15.00	
18/03/19	100678	P409C	Clerk's expenses 16/10/2018 – 18/03/2019	75.78	75.78	
18/03/19	100679	P410C	Hire of Church Centre Apr18 – Mar 19	238.00	238.00	
Totals				1,302.66	1,409.90	107.24

751 **Next Meeting:**

JT

a) Full Council **Monday 8th April 2019** at 7.30pm in the Church Centre

There being no further business the Chairman closed the meeting at 9.30pm

Signed.....ChairmanDate