



# Burbage Parish Council

## Minutes of a meeting of Burbage Parish Council

### held on Monday 8<sup>th</sup> January 2024

### at 7.45pm in Burbage Church Centre

Present: Cllrs. Gill Terry, Theo Clarke, Andrew Wheeler, Chris Wheeler, Tom Blanchard, Glenda Pearce, Zoe Voorspuys.

#### To receive a report from Wiltshire Council –

Cllr Stuart Wheeler not a huge amount to report. No material update on Seymour Court. Believe that Section 106 discussions are ongoing. Work has started on the A338. As a whole, more money is being spent on the roads, which is obviously an ongoing issue.

Wilton had an emergency situation where the sluices hadn't been raised - the crisis was averted. It was noted that the village WhatsApp group worked very well during this emergency.

Update provided on Wiltshire Council finances, including on the 2024 council tax. Overall the finances are in good order going forward.

Rosie Pack (horse rider) asking for WARNING HORSES signs (in both directions) to be considered for the Burbage end of the A338 near the roundabout where there is access to a bridleway. Proposed that Cllr Steve Collings raise the matter at Cat G.

Cllr Andrew Wheeler reiterated that the roundabout street furniture has still not been sorted. A street light at Eastcourt was not working/was disconnected. 2- 3 lights are currently also obscured by overgrown foliage opposite the 3 cottages on the High Street north of the West Court turning. The council briefly discussed the accidents that have also occurred outside these cottages.

**There was no Village Hall report this month.**

#### 1 member of the public attended.

Phillip Marsh attended the meeting following his email regarding the potential issue of the Village Hall and its grounds. The main concern arising from issues regarding the potential lease/possible sale of the Red Lion field and Barn Meadow. Is there a potential role for the PC, should the whole Village Hall committee resign. Cllr Pearce noted that she had attended the AGM and 3 committee members had reversed their decision and have agreed to stay on for now. The council agreed to continue to monitor the situation, especially regarding the land.

Item:

Clerk/Councillor

**1294 Receive and accept apologies for absence:** Cllr Steve Colling, Cllr Lee Giddings, Joyce Turner (RFO) & June Amor (Clerk) sent apologies in advance. Cllr George Walsh Waring did not attend.

**1295 Receive Declarations of Interest and requests for dispensation - None**

**1296 Minutes:** The Minutes of Meeting held on Monday 11<sup>th</sup> December were agreed.

**1297 Community Transport Group:** There have been no meetings since the last council meeting in December.

**1298 Receive update from the Pewsey Area Board meeting:** There have been no meetings since the last council meeting in December.

**1299 Correspondence received since the last meeting, not relating to committees:** Police report/review and planned events (23/01 and 15/02 GP to check the dates). Phil Marsh emailed regarding Village Hall. See above. Notification from Wiltshire Council (WC) regarding a dead Oak Tree. Email regarding flooding at the Red Lion Field. The ditch on the cricket club (CC) is blocked/the road is WC. The Clerk to inform the CC and Scouts. Info noting resurfacing Wolf Hall Rd commencing in January. Cllr Pearce also received information regarding an increase in the cost per visit (+£100) of the Blue Bus. It was agreed that discussions would be needed to apply for additional funding to continue to support the

Blue Bus going forward, or the number of visits may have to be reduced. Further update to delay work to Seymour Pond until the weather improves. Work to be completed by the end of February.

### 1300 Receive Report of Issues outstanding from the previous minutes – See Annexe A below

#### 1301 Finance & Policy Committee:

GP

- a. **Correspondence:** Invoice from Kevin Cox for playground – agree payment at next meeting. Fwd invoice to Clerk.
- b. **Approve the budget for the FY 2024/2025.** The budget for 2024/25 of £55,000 was approved. Proposed by Cllr Blanchard, seconded by Cllr Clarke.
- c. **Approve the precept figure for 2024/2025.** The Precept of £31,324 for 2024/25 was approved and the Chair confirmed that he would speak to the RFO to ensure that the precept demand was made to Wiltshire Council. Proposed by Cllr Pearce, seconded by Cllr A Wheeler
- d. **Approve the expenses claim for the Clerk** – Proposed Cllr Pearce and seconded by Cllr Clarke – approved.
- e. **Approve Chair and Clerk's training** – The Chair set out the costs for training for the Chair and Clerk by WALC. The council also agreed that it would be good to arrange all council training in 2024. Proposed Cllr Pearce and seconded by Cllr Blanchard – approved.
- g. **Confirm the approval of the purchase of the SIDS at a cost of £5,400.00.** Proposed Cllr Pearce and seconded by Cllr Clarke – approved

#### 1302 Planning Committee:

- a) Correspondence: No correspondence.
- b) **Update on Seymour Court Planning Application:** None – however, continued issues with ASB at the site. The Clerk to email Astor regarding the damage to fencing caused by the individuals and raise the issue of security.
- c) Report on planning decisions taken since the last Parish Meeting: Hedgerow at Marr Green to access Electricity Pylons
- d) Planning decisions for review at the meeting:

<b>PL/2023/11042</b>	East Down House, 6 Eastcourt, Burbage SN8 3AG	Proposed works to trees in a Conservation Area	Lombardy Poplar Tree – remove 2 or 3 large stems	10.01.2024 No objection
<b>PL/2023/10001</b>	Margreen Farm, Collingbourne Road, Burbage SN8 3RT	Full Planning Permission	Renewal of farmyard with concrete	11.01.2024 No objection
<b>PL/2023/09737</b>	Lamerton House, 145 High Street, Burbage SN8 3AA	Householder application	Addition of veranda to rear of property	10.01.2024 No objection

#### 1303 Village Open Spaces Committee:

AW

- a) Correspondence.
  - i) Gigaclear Broadband – Clerk to email and try to arrange a meeting with the Chair and Gigaclear.
  - ii) Trees overgrowing fence line – Ailesbury Way. PC to take action and organise for trees to be cut back once quotes have been collated.
- b) Village maintenance: Tree down in on Church owned grounds and overhanging Fir Green Lane. Clerk to email PCC to action. It was noted that there weren't any bin liners in some of the bins – Clerk to email Idverde to ensure this was rectified
  - i) Review map of Village to establish parameters of maintenance work - Cllr Wheeler to distribute to other Cllrs and to be discussed at next meeting. To be added to the February agenda for discussion
  - ii) Review of Idverde contract (including scope of tasks) and role of Parish Steward – establish balance of responsibilities – deferred to next meeting. The council requested that Cllr Chris Wheeler speak to Idverde to understand whether the contract could be extended or whether the council would need to go out to tender.
  - iii) Agree timing for completion of outstanding Village works- waiting for weather to improve for completion.
  - iv) Approve scope and budget for instructing external counsel - deferred to next meeting.

- v) Approve footpath renovation plan for 2024 – It was agreed that the footpath from Ailesbury Way to the School along Blackmans Lane be renovated in 2024. Proposed by Cllr Clarke, seconded by Cllr Terry. Cllr Chris Wheeler agreed to draft the scope of work to be used for the tendering process.
- c) Update on Seymour Pond and surrounding area –
- Update on cleaning work by Aquatic South West – work deferred until weather improves.
  - Discuss further clearing out works, as raised in November 2023 meeting - deferred
  - Approve next steps for the pond development project - deferred
- d) Approve specific Parish Steward tasks -
- e) Playground:
- Update on the repairs to the play equipment in the playground:  
Cllr Andrew Wheeler reported that Phil Leach had noted that the playground was generally in good condition. He might look into getting a cargo net for the tyre equipment. The chimney on the train to be replaced in the summer. Need to replace/repair the bench in the older children's play area. Cllr Chris Wheeler to order new 'stopper' for zip wire. More graffiti has been noted and there is continuing ASB.
  - Discuss the playground upgrades for 2024 – Cllr Clarke to research to possible new equipment. Some of the smaller pieces need updating/refreshing.
  - Approve replacement of broken bins – noted that the bins were still usable and therefore no decision was taken to replace the bins.
  - Agree Fencing and footpath repair/replace – Clerk to circulate the spec (Cllr Chris Wheeler to provide) to go out to tender, quoting for with and without the central fence dividing the areas. Current and urgent repairs to the fence at an approximate cost of £250 proposed Cllr Pearce, seconded Cllr Clarke. Approved
- i) Playground inspection rota:
- 13<sup>th</sup> Jan Cllr Pearce  
20<sup>th</sup> Jan Cllr Terry  
27<sup>th</sup> Jan Cllr Voorspruy  
3<sup>rd</sup> Feb Cllr Walsh-Waring  
10<sup>th</sup> Feb Cllr A Wheeler

**1304 Clerk/Finance /RFO Report:****Clerk/RFO**

- RFO's monthly report – deferred as no RFO present or report.
- Receive current liquidity statement & Bank Reconciliation for 31<sup>st</sup> December 2023 - deferred as no RFO present
- Note payments since last Parish Council Meeting; all have been paid
- Approve new payments: Proposed Cllr Pearce , seconded Cllr A Wheeler

Cheque Date	Chq No.	Ref.	Details	VAT Excl	Total Payments	VAT
08/01/2024	101071	P799C	Idverde Ltd – Grounds Maintenance Dec	462.58	555.10	92.52
24/01/2024	101072	P800C	Mrs J Amor (Clerk) – Salary/Phone/BB	211.00	211.00	
24/01/2024	101073	P801C	Ms J Turner (RFO) – Salary/Phone/BB	251.00	251.00	
08/01/2024	101074	P802C	HMRC – PAYE for Clerk & RFO Jan	110.00	110.00	
08/01/2024	101075	P803C	Mrs J Amor (Clerk) Expenses Dec 2023	18.00	18.00	
08/01/2024	101076	P804C	Mrs J Amor (Clerk) Purchase of Yellow Book	190.00	190.00	
			<b>TOTAL</b>	<b>1,242.58</b>	<b>1,335.10</b>	<b>92.52</b>

**1305 Next Meeting:**

- a) Full Council **Monday 19<sup>th</sup> February 2024** at 7.45pm. Church Centre

**Clerk****June Amor**

Clerk to the Council

**Annexe A – Actions outstanding from previous Minutes**

**Actions currently in progress**

Open Spaces	When	Updates
1. CCTV cameras		Ongoing
2. a. Defib required at Stibb Green b. Boxes need repainting and some refurbishment	Ongoing	Concrete plinth is in. Repainting to take place in Spring 2024
3. Damaged footpath signs to be replaced  The village name signs for new gates	Ongoing  Oct 2022	The RFO to chase drivers Insurance Company
4. SID	Ongoing	2 SIDS Delivered . Some fixtures were missing, due end of w/c 08/01 and they will be fitted hopefully the following week
5. Bus Shelter Glass	Ongoing	Clerk requested a copy of the quote for glass that Cllr Wheeler obtained to send to Insurance Company
6. Clerk to continue to chase Milestone for a representative from Milestone to attend the next Parish Council Meeting	Ongoing	
7. Local Plan monitoring	Ongoing	