

Draft MINUTES of the Ordinary ROWDE PARISH COUNCIL MEETING

Held on Wednesday 9th September 2020, 7.30pm, Virtual Meeting operated and recorded by Zoom

	PRESENT: I Whittaker-Axon (Chair), P Bryant, W Cherry, J Hawkins, J Dalley, D Pullen, D Revell, C Stevens, L Wills (Vice-Chair) PRESENT: Cllr Laura Mayes (for item 4)		
	Presentation by Kirstie Hearn, Treatment Project Manager, Wessex Water gave a presentation on plans to improve Rowde Water Recycling Centre, on The Common. The water recycling centre will be upgraded with a £3 million pound project. Wessex Water will submit a full planning application to Wiltshire Council. If the plans are approved, it is proposed that the work will begin in January 2021 and will take approximately 12 months to complete. A question was asked about whether the current scrubland would be retained. The answer was yes and that there are plans to plant further trees in that area.		
	Wiltshire Council update with Cllr Mayes Covid: Wiltshire Council has moved from the 'response' phase to the 'recovery' phase. There is a Recovery Co-ordinating Group which is following four key themes. Recovery is defined as the process of rebuilding, restoring and rehabilitating the community, the public health, the economy and relevant infrastructure following the COVID-19 incident. • Wiltshire Council has granted £94 million in grants to 8000 business. 267 business have closed since the Covid crisis. More people are claiming Universal Credit. There has been an increase of 4.2% and it is anticipated that this number will increase. • Community Resilience: Wiltshire Council would like to build on the community strength show during the outbreak. Rowde was commended for the community work that it did. • Care, safeguarding and education: Referrals to Social services dropped during the pandemic. It is anticipated that now that schools have re-opened that the referral rate will increase. • PPE supplies in Care homes are good around Wiltshire. There has been only one outbreak in a Wiltshire care home since early July. • The rate of infection in Wiltshire is 275/100,000 people compared with 500/100,000 nationwide. Infection rates are relatively low, although the virus is still here. • Wiltshire Council has a Local Outbreak Management Plan (LOMP) which plans for local outbreaks in schools, for example. • A question was asked about whether the restrictions on gathering of more than six people will affect transport to school. School travel will be exempt from this regulation.		
1.	Apologies & Acceptance of Apologies Absent: Cllr Cuthbert (no apologies sent) All Parish Councillors were present.		
2.	Election of Chair J Hawkins stood down as Chair to the Parish Council during the pandemic. I Whittaker-Axon has been acting Chair. A vote was taken to officially elect I Whittaker-Axon as Chair. This was proposed by L Wills, seconded by C Stevens. All Councillors were in favour.		
3.	Election of Vice-Chair There was some discussion about whether a Vice-Chair is required. The Chair stated that in the interests of the Parish Council, a Vice-Chair should be elected.		

	L Wills was proposed as Vice Chair by I Whittaker-Axon, seconded by J Hawkins. Four Councillors were in favour. One abstained.																					
4.	Chairman’s Five minutes No further matters were raised.																					
4.	Co-option - W Cherry was proposed by J Dalley, seconded by I Whittaker-Axon. Four Councillors were in favour. One abstained. - Debra Pullen was proposed by I Whittaker-Axon, seconded by L Wills. All Councillors were in favour - Dave Revell was proposed by I Whittaker-Axon, seconded by W Cherry. All Councillors were in favour. - Pat Bryant was proposed by I Whittaker-Axon, seconded by L Wills. All Councillors were in favour. The new Parish Councillors were able to participate fully in the meeting following their co-option.																					
6.	Register of Members’ Interests No interests were recorded.																					
7.	Wiltshire Council update Please see item above.																					
8.	Public Question Time No questions were asked.																					
9.	Agree the minutes of the Parish Council meeting on 10th June 2020 The minutes were accepted as an accurate record: proposed by I Whittaker-Axon, seconded by L Wills. All Councillors who were present at that meeting accepted them as a true record.																					
10.	Matter arising and actions from meeting on 10th June 2020 - The Clerk has obtained a quote for a road sweeper to go through the village. The charge will be £40 per hr + VAT for a minimum of four hours. There is a further cost of £85 per tonne to tip the waste. - The Clerk has requested a further grit bin (Rowde Court Road, near to the back entrance to the Church) - The Clerk has reported to Wiltshire Council that there is stile missing on the footpath off the Common.																					
11.	Roles & Responsibilities of Parish Councillors The following roles will be held by the following Parish Councillors <table><tr><td> - Finance </td><td> - John Hawkins </td></tr><tr><td> - Roads & transports, footpaths </td><td> - Pat Bryant </td></tr><tr><td> - Playing field management </td><td> - John Dalley </td></tr><tr><td> - Allotments </td><td> - Lisa Wills & Ivan Whittaker-Axon </td></tr><tr><td> - Planning </td><td> - John Hawkins </td></tr><tr><td> - Social Media </td><td> - Lisa Wills </td></tr><tr><td> - Youth Co-ordinator </td><td> - Lisa Wills </td></tr><tr><td> - Play Equipment - safety </td><td> - Dave Revell </td></tr><tr><td> - Neighbourhood Plan </td><td> - Pat Bryant & All </td></tr><tr><td> - Village Appearance & Safety </td><td> - Wayne Cherry </td></tr></table>	Finance	John Hawkins	Roads & transports, footpaths	Pat Bryant	Playing field management	John Dalley	Allotments	Lisa Wills & Ivan Whittaker-Axon	Planning	John Hawkins	Social Media	Lisa Wills	Youth Co-ordinator	Lisa Wills	Play Equipment - safety	Dave Revell	Neighbourhood Plan	Pat Bryant & All	Village Appearance & Safety	Wayne Cherry	
Finance	John Hawkins																					
Roads & transports, footpaths	Pat Bryant																					
Playing field management	John Dalley																					
Allotments	Lisa Wills & Ivan Whittaker-Axon																					
Planning	John Hawkins																					
Social Media	Lisa Wills																					
Youth Co-ordinator	Lisa Wills																					
Play Equipment - safety	Dave Revell																					
Neighbourhood Plan	Pat Bryant & All																					
Village Appearance & Safety	Wayne Cherry																					
12.	Playing Field Update Concerns were raised about the service being provided by the ground’s contractor. The Clerk will speak with the contractor.																					

	- Residents have reported late night activity on the playing field to the Community Police. The Police have said that they will increase patrols in the area. - The Scooter Club has requested to use the large playing field for their annual event next year from 30th July – 1st August 2021. The event was cancelled this year due to Covid-19. It was agreed that they would be charged £600 for the use of the field for the weekend, as was previously agreed. The Parish Council reserve the right to enter the field during the event.	Clerk
13.	Allotments - Bonfires have been permitted on the allotments due to an outbreak of blight. - The advice from Wiltshire Council is still to keep bonfires to a minimum. - The Parish Council would like to see more environmentally friendly ways of disposing of garden waste, for example composting areas, or garden waste collections. A grab lorry was suggested or the hiring of a skip. Further research will be undertaken. - L Wills proposed that the Parish Council joins the allotment Association (cost £55.00 per year). This would provide access to template rules, tenancy agreements, and news updates. It was agreed that the Parish Council would become a member.	JD/IWA Clerk
14.	Planning National Planning Policy Consultations There are two national planning policy consultations which are now live. The first consultation is on short-term change to planning policy, deadline date 1st October 2020. Changes proposed include lifting the threshold for building affordable houses from 10 – 40/50 dwellings. The second consultation is on fundamental changes to the planning system, deadline date 29th October 2020. These changes may have an affect on Rowde. P Bryant & J Hawkins will investigate this further. Planning Applications 20/05178/FUL: 2 Manor Farm, Manor Farm Lane, High Street, Rowde, Wiltshire, SN10 2ND. Proposed balcony to rear of house and erection of garage. Confirmation of Parish Council's response – no objections. 20/05857/FUL Rowde Hill Farm. Proposed erection of a replacement agricultural building. Confirmation of Parish Council's response – no objections	
15.	The Common – update - SSE has requested permission to replace three telegraph poles on the Common. The Parish Council consents to this work taking place. - Travellers are sited on the Common (across from Berhills Lane) on Wiltshire Council land. The situation is being monitored by local residents. - Land Maintenance: thank you to L Tovey & F Drake for cutting the grass on the Common. It is due to be baled soon. Residents have been out removing ragwort as it appears. It is reported that there is a problem with water hemlock.	
16.	Footpaths - MP Danny Kruger walked some of the footpaths in Rowde in August. It has been reported to the Parish Council that there are some footpaths in need of attention around the village. - ROWD24 – stile is missing (reported to Wiltshire Council) - ROWD11 – side of bridge has fallen away (reported to Wiltshire Council) - Permissive footpath opposite entrance to the Rowdey Cow – damage to side of first bridge (D Revell to investigate)	DRevell

	- Two stiles damaged: bridleway & Lower Foxhangers (reported to Wiltshire Council) - ROWD6 & ROWD2 – navigation unclear due to crops and overgrown vegetation	
17.	Highways A resident on Close Lane has submitted a Highways Improvement Form to Wiltshire Council, proposing that a steel barrier is installed on the corner at Close Lane, off the High Street. The Parish Council supports this application and will raise the matter with the Community Area Transport Group (CATG). • It was noted that there is a drainage problem at the High Street/Close Lane junction. The water is not flowing properly under the bridge. The Clerk will report this problem to Wiltshire Council and Wessex Water. • The Clerk will chase the contractor regarding the weed killing programme. When the programme has finished, it was agreed that the Parish Council will hire a road sweeper to come through the village. • Wiltshire Council is considering a wildflower area in front of the houses in Reed Place. • A query was raised about the ditch at the back of houses in Silverlands and whether it would be possible for residents to plant wildflowers in them. The Clerk will ask Wiltshire Council. • A report was submitted to the Parish Council from the Community Speedwatch Team. They did not report any speeding tractors through the village during the times that they were on duty • The Clerk has been asked to purchase 40mph warning stickers and 50mph warning stickers. • A 20mph speed limit was discussed again for Springfield Road. The Clerk noted that the Parish Council has recently requested this at the Community Area Transport Group and been refused.	Clerk Clerk Clerk
18.	Website & Social Media Update • The website has been reviewed and checked with a screen reader for accessibility in accordance with new regulations WCAG 2:1AA. The website will be reviewed regularly. • A complaint has been made by a resident of Bunnies Lane that the road was closed recently for gas works which the residents were not warned about. Also, that some rubbish (yellow tape) had been left behind by the contractors. The Parish Council was not aware that the gas works were taking place.	
19.	Financial Matters Payments were approved for the following, proposed by J Hawkins, seconded by I Whittaker-Axon. All Councillors were in favour. <u>June invoices</u> (total: £2, 388.10) Admin costs: £1, 271.92 Grounds maintenance: 740.58 Defibrillator repairs: £375.60 <u>July invoices</u> (total: £2,127.17) Admin costs: £1, 523.67 Grounds maintenance: £603.50 <u>August invoices</u> (total: £2,048.98) Admin costs: £1,236.92 Grounds maintenance: £812.06	

	• The report on the Annual Return for 2019-20 has been returned by the external auditor. No matters were raised. • A Community Infrastructure Levy (C.I.L) has been received for £5, 297.72 from the Malthouse Farm development.	
20.	Correspondence • There was not additional correspondence to report on.	
	Date of next meeting  Parish Council meeting: Wednesday 14 th October 2020, 7.30pm. <i>This will be a virtual Zoom meeting. Please contact the Clerk for a code to join the meeting, at least the day before the meeting.</i> Everyone is welcome to attend all meetings.	

A reminder that all requests for work/or goods must be presented to the relevant Committee first for authorisation.

Signed: Chairman Date: