

Draft MINUTES of the Ordinary ROWDE PARISH COUNCIL MEETING
Held on Wednesday 10th October 2018, 7.30pm, at Rowde Village Hall


PRESENT: J Hawkins (Chair), J Dalley, S Mundy, C Stevens, I Whittaker-Axon, L Wills		
1.	Present: Cllr L Mayes	
2.	Register of Members' Interests No items were registered.	
3.	Resignation <ul style="list-style-type: none"> P Lucas has resigned from the Parish Council. Two casual vacancies have now been advertised. If there are more than ten people interested in joining the Parish Council at this time, an election will be held. 	
4.	Chairman's five minutes The Chair welcomed Bridget Cresswell who was observing the meeting with a view to becoming a Parish Council. Yazmin Pullen was also observing the meeting.	
5.	Public Question Time <ul style="list-style-type: none"> A question was asked about when the white lines will be repainted on the A342 past the George & Dragon pub. Wiltshire Council has confirmed that these lines are on the schedule to be repainted in the next year. A complaint was made about cars parking over the layby and onto the road in front of the George & Dragon pub. The landlord of the pub is aware of the problem and advises customers to park considerately. A question was asked about whether there are any football clubs using the playing field at the minute. Devizes Town under 16s are playing on the pitch this season. A query was raised about the minutes from the last meeting, when it stated that residents along the Common would be contacted regarding mowing rights. This matter was discussed in full in agenda item 11. 	
6.	Wiltshire Council Update – from Cllr Laura Mayes <ul style="list-style-type: none"> The road works on the London Road, Devizes are nearly complete. The new traffic lights will be running from w/c 22/10/18. Cllr Mayes apologised to everyone for the long delays in completing the work. The recommendation paper on the Special Schools consultation is due before Cabinet on 27th November. It will be published on 20th November. The Boundary Commission has been reviewing the electoral divisions in Wiltshire with consideration for the recent population growth. Each division within Wiltshire Council needs to have around 4200 people in it. Some of these divisions have grown hugely in recent times and they are not equal. The Boundary Commission has confirmed that Wiltshire Council must remain with 98 members. A new division will be formed of Bromham, Rowde & Roundway. Rowde will remain in the Devizes Area Board. It is not intended that there will be any effect on Rowde Parish Council. This recommendation will be debated at a full Council meeting on 16th October 2018. The Boundary Commission will publish their recommendations in 2019. 	

	<ul style="list-style-type: none"> • There have been complaints about tractors travelling to and from the bio-mass plant in Bromham. J Dalley agreed to speak with the farmer about residents' concerns. • A question was asked about the future of Braeside Education Centre. This will be discussed at the full Cabinet meeting on 27th November. There have been lots of expression of interest from those who want to run it as an outdoor education centre. Two or three viable options are still being considered. 	J Dalley
7.	<p>Agree the minutes of the Parish Council meeting on 12th September 2018.</p> <p>The minutes are accepted as accurate: proposed by I Whittaker-Axon, seconded by J Dalley. All Councillors who were present were in favour of accepting them as a true record.</p>	
8.	<p>Matters arising & actions from the Parish Council meeting held on 12th September 2018.</p> <ul style="list-style-type: none"> • The Clerk is in the process of applying to the Community Area Transport Group for improvements to be made to the road and pavement area from Rowdeford School to Slade's Garage. • Aster will work with their tenant to tidy an area on Cock Road. • The Clerk requested that the Parish Steward clears the weeds on the High Street to Devizes Road. Wiltshire Council responded to say that the weeds in the gutter/kerb top were treated this year. They reported that it is not safe for the Steward to remove them by hand on a road edge. It is possible for a tractor with a rip brush to be used, which would require a sweeper behind and stop/go traffic control. The Clerk has requested this to be done. • The Parish Steward visited the village on 24th September and recorded jobs of clearing and cleaning signs. • The gullies along the High Street and Devizes Road will be cleared shortly. They are on an annual schedule to be cleaned and the A342 is due to be done in the next six weeks. • The Clerk has written to a resident on Springfield Road about a request to help with parking issues in the close. Wiltshire Council has responded to say that if a dropped kerb is required, it must be submitted as a planning application request. The Clerk has asked Wiltshire Council if any other options can be considered to solve this problem. • New Data Protection policies have been added to the village website. • The Clerk has confirmed that the archery arrow does not belong to the Archery instructor who uses the playing field. • The Clerk has laminated a notice with details of the Parish Council on it to put inside the allotment water meter which is sited on Marsh Lane, by the entrance to the stables. • The Clerk has ordered a wreath for the Parish Council to lay at the war memorial on Remembrance Sunday. • A new bin is to be installed on the Hill. The existing bin on Cock Road will be moved. • The Clerk has contacted Wiltshire Council about an historic dog control by-law on the large playing field. Wiltshire Council has responded to say that any historic by-law would now be void. The current regulations require a 'Public Space Protection Order' to be put in place. This would require submitting a proposal to Wiltshire Council to show evidence that it is required. A 	Clerk

	<p>consultation with local residents and evidence of how the order would be enforced.</p> <ul style="list-style-type: none"> • A new Councillor leaflet has been printed. Volunteered were requested to help deliver the leaflet. • L Wills has confirmed that Rowed Primary School do not have an unused polytunnel which could be used by the allotment holders. 	
9.	<p>Meeting dates for 2019</p> <ul style="list-style-type: none"> • The proposed meeting dates for 2019 were accepted. The Clerk will liaise with the Village Hall Committee about booking the meeting space. 	Clerk
10.	<p>Village Infrastructure</p> <p>Consideration of quotations for maintenance work to be carried out on the war memorial.</p> <ul style="list-style-type: none"> • The Clerk presented a summary of three quotes obtained for work to be carried out on the war memorial. It has not been confirmed yet what method the third contractor would use to clean the memorial. The Clerk will ask the contractor the question again. A decision on the work was deferred until the next Parish Council meeting. • Contractors have recommended replacing the marble plaque. A question was asked about who commissioned the marble plaque in the first place. The Clerk will arrange to meet with representatives of St. Matthew's Church to discuss the quotations and recommendations received. <p>Pavilion renovation plans</p> <ul style="list-style-type: none"> • Representatives from the Parish Council have met with representatives from the Community Payback team about remedial work which could be undertaken on the pavilion. • There was a lengthy discussion about the merits of renovating the pavilion. A case was made for tidying the building up so that people can make use of it and concerns were also raised about not spending more money on a building whose long term future is uncertain. It was noted that the Parish Council needs to spend its public funds wisely. • It was agreed to make a decision on using the Community Payback team at the next Parish Council meeting when there would be a clear idea of how much the materials will cost to refurb the building. <p>Siting of bins</p> <ul style="list-style-type: none"> • S Mundy has volunteered to install the new bin on the Hill [<i>Clerk's note: the bin was installed 12/10/18</i>]. A paving slab will be purchased for this. It was agreed to move the bin on the telegraph pole at the entrance to Cock Road to the telegraph pole adjacent to the junction of Marsh Lane with the High Street. <p>Repairs to the bridleway, off Sands Lane.</p> <ul style="list-style-type: none"> • P Millard, the Rights of Way Officer for Wiltshire Council and the West Wilts Ramblers have worked to clear the bottom of the bridleway (ROWD27). The Parish Council has agreed for the plantings at the edge of the playing field to be laid at the end of the footpath to ensure that it can be used all year around. It was agreed that the potholes along Sands Lane would be filled in the process by Wiltshire Council. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

11.	<ul style="list-style-type: none"> • The ditches at the end of the bridleway still need to be cleared to ensure that this area does not flood in the winter. The Parish Council will be given a cost for this to be done. • The footpath in the next field (POUL26) has been cleared of reeds to make it possible to access the canal. <p>Village Appearance</p> <p>The maintenance of the grass verge along The Common</p> <ul style="list-style-type: none"> • The Parish Council did not write to all residents on the Common about the upkeep of the grass verge. The Chair has spoken to one resident, who has since met with representatives of the Parish Council, a representative from Wiltshire Wildlife Trust and local residents. • The resident has kindly agreed to cut the area once a year, as near to September as possible to allow for the last colonies of butterflies to finish their cycle. It was agreed to leave one patch fallow each year and to rotate this each year to encourage the re-establishment of more wildlife species. The resident has also kindly offered to attempt to cut back the scrubland opposite this area to try to reintroduce indigenous wildlife species. • There have been problems with travellers using this area to graze their horses. This has caused concern to local residents. The landowner at the end of the Common has grazing rights for his cattle. Any unauthorized grazing will be reported to Wiltshire Council. • There was interest expressed by the Parish Council in owning the Common. S Mundy will speak with Awdry, Bailey, Douglas about ownership of this area of land. <p>Update on the Parish Steward scheme</p> <ul style="list-style-type: none"> • This item was discussed under item 8 above. <p>Concern about the volume of tractors using the A342</p> <ul style="list-style-type: none"> • This item was discussed under item 6 above. 	S Mundy
12.	<p>Village Publicity</p> <ul style="list-style-type: none"> • New Councillor leaflets have been printed. Volunteers were asked to help deliver the leaflets to all of the houses in the village. • Rowde Village Walks leaflets. More of these leaflets have been printed. A question was raised as to whether the leaflet should be revised to include the new Marsh Lane permissive footpath. There is an older version of the leaflet with the footpaths marked on it. The Parish Council will try to obtain a copy of this leaflet and see if it can be updated to include the new permissive path. 	Clerk
13.	<p>Planning matters</p> <ul style="list-style-type: none"> • There were no planning matters to discuss this month. 	
14.	<p>Policy Matters</p> <p>Wiltshire Association of Local Councils (WALC) – consultation on employment services.</p> <ul style="list-style-type: none"> • WALC is consulting Parish Councils on whether they would like to have employment services added to their annual subscription. It would result in a 4% increase in the annual subscription charge. Rowde Parish Council did not wish to access additional employment services. The Clerk will respond to the consultation. <p>Proposed adoption of further Data Protection Policies</p>	Clerk

	<ul style="list-style-type: none"> It was agreed to adopt the following policies: Social media & electronic communication policy; document retention and disposal policy; and removable media policy. The Clerk will upload the documents onto the website. 	Clerk
15.	Allotments Update <ul style="list-style-type: none"> It was reported at the last meeting that the security lock has gone missing. The issue of security will be reviewed at the next Parish Council meeting. 	
16.	Village Events Update on plans to commemorate the end of World War 1 <ul style="list-style-type: none"> Children from Rowde Academy Primary School will be painting pebbles to form a giant poppy on the Hill. The pebbles will be put in place on Sunday 21st October, from 1pm – 4pm. Turf from the Hill will be removed in advance. It was also agreed to remove the planter and to re-site it elsewhere in the village. The Parish Council will seek to returf the Hill in the new year. There will be a poppy trail around the village starting from Tuesday 23rd October. Details of the soldiers who died will be placed around the trail. J Hawkins was thanked for all of his hard work in producing this information. It was agreed that the Parish Council would cover the costs of the materials used in the project: pebbles, paint, and mdf to cut out silhouettes of a soldier. It was proposed by S Mundy, seconded by I Whittaker-Axon. All Councillors were in favour. To consider a request to use the field for an overnight event on 5th July 2019 <ul style="list-style-type: none"> The Parish Council agreed to the use of the field for an overnight event. The conditions set were: that the football playing surfaces need to be protected; the event must clear the site themselves. If any further clearing is required, the event team will be charged by the Parish Council for this. The event team are required to police their own traffic and noise. The team will need to provide a water bowser. The event will need to be fully insured and all appropriate licences sought, including an events licence. No glass bottles should be used. It was agreed that dogs could be brought to the event but all dog waste would be cleaned up before the site is vacated. There should be no more than 500 at the event. A question was asked about whether they would be using fireworks. The team has offered to pay £600 for the use of the field. Money will also be donated to the Opportunity Centre from the event. It was proposed by L Wills, seconded by S Mundy that permission would be given for the use of the field for this event. All Councillors were in favour. Purchase of LED lights for the Village Christmas Tree <ul style="list-style-type: none"> The Parish Council has three batteries with solar panel chargers which can be used to power the new village Christmas tree lights. These batteries were originally for use with the Speed Indicator device. They are 24v leisure batteries, capable of running 50 – 100 bulbs. It was agreed that the Parish Council would purchase up to 80 bulbs, costing up to £160.00. This was proposed by I Whittaker-Axon, seconded by C Stevens. All Councillors were in favour. S Mundy will oversee the purchasing of the light bulbs. 	S Mundy
17.	Facebook Update <ul style="list-style-type: none"> There has been an update about a tree which has been felled along the pavement to the back entrance of the school, in Silverlands. This tree has been 	

20.	Date of next meetings  Next Parish Council meetings will be held on Wednesday 14 ^h November 2018, at 7.30pm and on Wednesday 12 th December 2018, at 7.30pm in the Village Hall.	
-----	--	--

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

Signed:

..... Chairman Date: