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

| PRESE | ENT: J Hawkins (Chair), J Dalley, S Mundy, C Stevens, I Whittaker-Axon, L Wills | |
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| 1. | Present: Cllr L Mayes | |
| 2. | Register of Members' Interests | |
| | No items were registered. | |
| 3. | Resignation | |
| | 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 | |
| | 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. | | |
| | 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 20 th 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 16 th October 2018. The Boundary Commission will | |
| | publish their recommendations in 2019. | |
| | pablish their recommendations in 2013. | |
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| | 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. | J Dalley |
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| | A question was asked about the future of Braeside Education Centre. This will | |
| | be discussed at the full Cabinet meeting on 27 th 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. | |
| 7. | Agree the minutes of the Parish Council meeting on 12th September 2018. | |
| | 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. | |
| 8. | Matters arising & actions from the Parish Council meeting held on 12 th September 2018. | |
| | 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 | |
| | 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. | Clerk |
| | The Parish Steward visited the village on 24 th 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 | |

| | consultation with local residents and evidence of how the order would be enforced. | | |
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| | 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. | Meeting dates for 2019 | | |
| | The proposed meeting dates for 2019 were accepted. The Clerk will liaise with | Clerk | |
| | the Village Hall Committee about booking the meeting space. | | |
| 10. | Village Infrastructure | | |
| | Consideration of quotations for maintenance work to be carried out on the war | | |
| | memorial. | | |
| | 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 | Clerk | |
| | 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 | Clerk | |
| | asked about who commissioned the marble plaque in the first place. The Clerk | Cierk | |
| | will arrange to meet with representatives of St. Matthew's Church to discuss | | |
| | the quotations and recommendations received. | | |
| | Pavilion renovation plans | | |
| | Representatives from the Parish Council have met with representatives from the Construction Paylor of the pa | | |
| | 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. | | |
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| | 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. | | |
| | Siting of bins | | |
| | S Mundy has volunteered to install the new bin on the Hill [Clerk's note: the | | |
| | bin was installed 12/10/18]. 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 | Clerk | |
| | the telegraph pole adjacent to the junction of Marsh Lane with the High | | |
| | Street. | | |
| | Repairs to the bridleway, off Sands Lane. | | |
| | 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 plannings 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. | | |
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| | The ditches at the end of the bridleway still need to be cleared to ensure that | | |
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| | 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. | | |
| 11. | Villago Annoquenco | | |
| 11. | Village Appearance The maintenance of the grass verge along The Common | | |
| | The maintenance of the grass verge along The Common 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. | C N 4 1 | |
| | There was interest expressed by the Parish Council in owning the Common. S | S Mundy | |
| | Mundy will speak with Awdry, Bailey, Douglas about ownership of this area of | | |
| | land. | | |
| | Update on the Parish Steward scheme This item was discussed under item 8 above. | | |
| | Concern about the volume of tractors using the A342 | | |
| | This item was discussed under item 6 above. | | |
| 12. | Village Publicity | | |
| | 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 | Clerk | |
| | 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. | | |
| 13. | Planning matters | | |
| | There were no planning matters to discuss this month. | | |
| 14. | Policy Matters | | |
| | Wiltshire Association of Local Councils (WALC) – consultation on employment | | |
| | services. | | |
| | WALC is consulting Parish Councils on whether they would like to have ampleyment convices added to their appeal subscription. It would result in a | | |
| | 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 | Clerk | |
| | consultation. | CICIK | |
| | Proposed adoption of further Data Protection Policies | | |
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| 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. Allotments Update 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. Village Events Update on plans to commemorate the end of World War 1 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 21 st 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 23 st 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 5 th July 2019 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 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. It was | | | | | |
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| I DALLEGES CANADIE OF CIDONING SU — TOU DUIDS IT WAS AGREED THAT THE PARISO IT I | | | | | |
| | | | | | |
| 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 hulbs. S Mundy | | • • • | S Mundy | | |
| ravour. 3 Muridy will oversee the purchasing of the light builds. | 4= | | J IVIGITALY | | |
| 17. Facebook Update | 17. | • | | | |
| 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 | | pavement to the back entrance of the school, in Silverlands. This tree has been | | | |

| | left propped up and is considered to be dangerous. J Dalley has volunteered to remove the tree. | J Dalley |
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| 18. | Financial matters & monthly invoices for September (total £ 2, 310.90) Cheques for the invoices were proposed by L Wills, seconded by C Stevens. All Councillors were in favour. Admin costs: £1,191.50 Grounds maintenance: £882.12 Leaflets, WW1 commemorations: £237.28 Total: £2,310.90 | |
| | In addition to the invoices presented to the Parish Council for payment, it was agreed at the meeting to pay the invoice for the RoSPA play inspections for £256.70. The External Audit report has been completed. One area was noted regarding the inspection period for electors in 2016-2017. This was resolved at the time and the auditors have subsequently issued an amendment by e-mail to the report to say that no matters have been raised. | |
| | Precept setting outline from Wiltshire Council. For 2018/2019, Central Government has decided to defer the setting of referendum principles for Parish/Town Councils for three years. However, this was conditional upon: the sector taking all available steps to mitigate the need for council tax increases, including the use of reserves where they are not already earmarked for other uses or for "invest to save" projects which will lower on-going costs; and the Government seeing clear evidence of restraint in the increases set by the sector. | |
| 19. | Correspondence Rowde Primary School has contacted the Parish Council about a problem with dog fouling on the school playing field. Forty two bags of dog waste have been collected recently. The Clerk will draft a leaflet to circulate to all residents in the area about the dangers of leaving dog waste uncollected. Also, to remind residents that entering school property without authorsiation is trespass. | Clerk |
| | Other business raised It was suggested that the Parish Council instructs RoSPA to carry out a safety check on the Silverlands Play area, with particular concern to the removed piece of equipment. The Clerk will inquire about the cost of a report. It was reported that the Youth Council is going to be dissolved and the | Clerk |
| | remaining money spent to buy benches for the playing field. The Clerk will write a letter to the leaders of the Youth Council and the Youth Club and ask what their intentions are regarding the money they are keeping. The proposal for the footpath along Tanis will be forwarded to the Community Area Transport Group (CATG) shortly. The preferred option is to create a footpath roadside. The project is still to be costed by a quantity surveyor. The Parish Council will be asking for advisory and financial support. Remembrance service: C Stevens will lay the wreath of behalf of the Parish Council at the Remembrance Service in November. | Clerk |

| 20. | Date of next meetings | |
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| | ♣ 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 | |

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

| Signed: | |
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| Chairman | Date: |