

MINUTES OF ROWDE PARISH COUNCIL MEETING
Held on Wednesday 10th June 2015, 8.00pm, at Rowde Village Hall

PRESENT: S Mundy (Chair), B Bentley, P Evans, J Graham, A Seedhouse, C Stevens, J Dalley (from item 4 onwards)

Clerk: R Jeffries

Wiltshire Councillor: A Cuthbert

1.	Apologies & Acceptance of Apologies – I Marr	
2.	Register of Members' Interests None to record	
3.	The Chair welcomed Victoria Smith from Wiltshire Council, and prospective new Councillors Lesley Stewart, Jonathon Hawkins and Jonathon Taylor.	
4.	Co-option of John Dalley A vote was taken and J Dalley was co-opted onto the Parish Council. The declaration of acceptance of office, and the Code of Conduct was signed.	
5.	Wiltshire Council proposal to build 6 bungalows for older people on Oxhouse Farm Land Victoria Smith, Commissioning and Contracts Lead for Wiltshire Council presented Wiltshire Council's proposal to build 6 bungalows for older people on Wiltshire Council land situated behind Silverlands Road. This proposal has arisen from local need and the bungalows will be for people who live in Rowde or who have a connection with Rowde. Queries were raised about re-allocating existing parking spaces; a possible drop off zone for school parents; construction traffic using Silverlands Road; flooding (Aster are working to create a French drain in the area); and the new permissive footpath (this will be redirected around the southern and eastern boundaries of the proposed development). It was noted that this is a draft proposal. There will be a public stakeholders meeting on Wednesday 17 th June, from 5pm – 7pm, in the Village Hall. V Smith, the Architects and Build team will be present on the evening to answer questions. Everyone is welcome to attend.	
6.	Public Question Time A query was raised about a point on the Parish Council minutes from the meeting held on 13 th May 2015. A member of the audience noted their belief that the decision to appoint a gardener for the Hill was not on the agenda for that meeting, nor was a vote taken. The Clerk confirmed that the item did appear on the agenda. It was decided to take the vote again to re-confirm the Parish Council's intent to appoint a gardener to maintain the Hill. The item was proposed by J Graham, seconded by B Bentley. All Councillors were in favour. A further question was asked about the need for bids to be re-tendered for the revised contract. A Seedhouse confirmed that as the variance in contract only resulted in a small change in value, there is no requirement for the tender process to take place all over again. The minutes from the Parish Council meeting in May will be amended to reflect the above and will be put before the Parish Council again in July for approval and signing.	
7.	Wiltshire Council update <ul style="list-style-type: none"> • Cllr Anna Cuthbert, Wiltshire Councillor for Bromham, Potterne and Rowde, has met with Paul Coles, the Regional Director for Commercial Rural Roll-out at BT, and the Project Manager for Government backed superfast broadband in Wiltshire. • Anna is trying to find the evidence that shows that Rowde was promised superfast broadband in BT's commercial programme. • Anna agreed that the Parish Council will establish a dialogue with BT. BT has offered to meet with residents in Rowde to discuss Rowde's position. • It was noted that the e-petition to campaign for superfast broadband in Rowde expires on 29th June. There is also a paper copy available in the shop and at B Bentley's house. 	

	<p>Mobile Library Consultation</p> <ul style="list-style-type: none"> Wiltshire Council is looking to reduce its operating costs of the mobile library service. It is being proposed that the stop in Rowde is reduced from every two weeks to every four weeks. A public consultation has been opened until 31st July to discuss this proposal. <p>Community Infrastructure Levy (CIL) – adopted.</p> <ul style="list-style-type: none"> The proposals for the Community Infrastructure Levy (CIL) were adopted by Wiltshire Council on 12 May 2015 with the implementation date being 18 May 2015. This means that Wiltshire Council has become a charging authority for CIL and that any decisions made on or after 18th May could be liable for a CIL contribution. The Community infrastructure levy (CIL) is a charge that local authorities in England can place on development in their area. The money generated through the levy will contribute towards the funding of infrastructure to support growth. CIL is applied as a charge on each square metre of new development and will be payable by most developers in Wiltshire. It replaces a number of Section 106 contributions. 	
8.	<p>Agree the minutes of the Parish Council meeting on 13th May 2015</p> <ul style="list-style-type: none"> A query was raised on one point in the minutes, please see item 6 above. The minutes from the meeting in May will be approved and signed at the next meeting on 8th July. 	
9.	<p>Actions taken from the meeting on 13th May 2015</p> <p>Parking in Silverlands: The Clerk has contacted the Headmistress of Rowde Primary Academy and Aster Housing with concerns of residents about parents parking inconsiderately at school drop off and pick up times.</p> <p>Gardener for The Hill: An advert has been placed in the village news. J Dalley agreed to pursue a contact who may be interested.</p> <p>Youth Council repairs to the BMX track: J Dalley agreed to speak with members of the Youth Council regarding the work needed.</p> <p>New Marsh Lane permissive footpath: The nettles and foliage have been cut back along the new permissive footpath off Marsh Lane. Thanks were given to Neal Bawden for carrying out this work.</p>	<p>JD</p> <p>JD</p>
10.	<p>Planning Applications for consideration</p> <ul style="list-style-type: none"> 15/04465/FUL Ox House, Devizes Road, Rowde: change of use from agricultural building to goods vehicle operating confine for three good vehicles and no trailers. The Parish Council found no objections. 15/04517/FUL Manor Farm, High Street, Rowde, SN10 2ND: single storey rear extension and detached two storey side extension. The Parish Council found no objections. 	
11.	<p>Standing Orders review</p> <ul style="list-style-type: none"> An amendment was made to include the change in law which permits members of the public and press to record and report the proceedings of the public meetings. This amendment was proposed by B Bentley, seconded by A Seedhouse. All Councillors were in favour. The second amendment for Councillors to declare convictions for theft or fraud in relation to business to the insurance provider was not approved. It was asked for the Clerk to confirm the length of time from conviction that the insurance providers are interested in. It was agreed to trial an additional public question time at the end of each Parish Council meeting for a period of 3 months: proposed by C Stevens, seconded by J Dalley. All Councillors were in favour. 	<p>Clerk</p>
12.	<p>Neighbourhood planning</p> <ul style="list-style-type: none"> The Chair and Clerk updated the Parish Council on the CPRE Kennet District Group AGM which featured a discussion on Neighbourhood planning and SHLAA Sites. 	

	<ul style="list-style-type: none"> Wiltshire Council has an ongoing call for landowners to offer sites to build homes on, in line with the Council's approved Core Strategy. On the Strategic Housing Land Availability Assessment (SHLAA), one site has been offered up in Rowde (off Close Lane). In conjunction with this work, Wiltshire Council is working on Wiltshire's Housing Sites Plan Allocation. An informal consultation has been held on the methodology for drafting this plan. A formal consultation will be held on the plan in July. It was urged that all parishes should respond to the consultation. It was proposed that Parish Councillors will attend the public consultation on the proposed bungalow development off Silverlands on 17th June to also discuss the possibilities of starting a Neighbourhood Plan with the village. 					
13.	<p>Snow Plan – formal approval</p> <ul style="list-style-type: none"> A revised snow plan was presented. B Bentley proposed that the Snow Plan should be adopted and that two half tonne grits bins should be purchased for approx. £238 for a pair. It was proposed that one grit bin should be sited at Rowde Hall, as previously agreed. The Clerk will investigate siting the second bin in Maundrell Close. J Dalley seconded the proposal. All Councillors were in favour. The Clerk will investigate the cost for our insurance company to cover individuals to operate a Wiltshire Council owned snow plough. 	Clerk				
14.	<p>Implementation of booking system for Large Playing Field</p> <ul style="list-style-type: none"> A draft booking form and procedures for using the playing field was presented. It was agreed not to ask hirers for a deposit. However, it was requested that a clause should be added that the hirer will be charged in the event of damage taking place or excess cleaning being needed. J Dalley agreed to take copies of the form to the football teams to gather contact details and scheduled use of the pitch for each season. 	Clerk J Dalley				
15.	<p>Allotments – update on vandalism and security measures</p> <ul style="list-style-type: none"> Serious vandalism has taken place at the allotments over the weekend 30 – 31st May. Many sheds had been pulled over, broken into and damaged. The matter has been reported to the Police who are following a line of enquiry. A group of allotment tenants worked together at the time to rectify some of the damage to the sheds. A meeting for allotment holders was held on Friday 5th June in the Village Hall. A working party has been formed to carry out routine maintenance throughout the year, for example repairing fence damage and tidying access paths. It is proposed that a solar powered security camera is purchased for surveilling the area. C Stevens will supply the Parish Council with quotes for a security camera at the Parish Council meeting in July. 	C Stevens				
16.	<p>Financial matters & monthly invoices</p> <ul style="list-style-type: none"> It was agreed that the costs for the Clerk to attend the SLCC regional conference would be covered: £69 plus VAT (Proposed by B Bentley, seconded by C Stevens. All Councillors voted in favour). It was noted that the Clerk has received government notification that Parish Council employees will be automatically enrolled onto a pension scheme, starting from 1st February 2017. The finalised accounts were presented to the Parish Council. The accounts have been approved by the internal auditor ready for inspection by the external auditor. The Parish Council approved the accounts ready for external audit (Proposed by C Stevens, seconded by A Seedhouse. All Councillors were in favour). The invoices for May were approved and cheques were signed (Proposed by B Bentley, seconded by C Stevens. All Councillors were in favour). 					
	<table border="1"> <tr> <td>Staff and admin costs</td> <td>1037.97</td> </tr> <tr> <td>Grounds Maintenance</td> <td>420.10</td> </tr> </table>	Staff and admin costs	1037.97	Grounds Maintenance	420.10	
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		Refreshments for village meeting	37.50	
		Total:	1495.57	
17.	Correspondence	<ul style="list-style-type: none"> • Thank you letters were received from the Village Hall, the Monday Club, the Tuesday Afternoon Club, and Link for donations from the village precept. • A letter was received highlighting continued problems with the condition of the Sands Lane track. It was agreed to ask J Dalley if he can get a working party together to look at the problem. It was suggested that the Clerk contacts WC to let them know that the ongoing maintenance of this track is beyond the Parish Council's means to sustain. 		J Dalley Clerk
The next Parish Council meeting – Wednesday 8th July 2015, 8.00pm, Village Hall.				

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

Signed: Chairman Date: