

Draft MINUTES of the Ordinary ROWDE PARISH COUNCIL MEETING
Held on Wednesday 14th December 2016, 7.30pm, at Rowde Village Hall

<p>PRESENT: S Mundy (Chair from 7.45pm), Ben Bentley, John Dalley (from 8.00pm), John Hawkins, Gemma Sartin, Andrew Seedhouse (Chair 7.30pm- 7.45pm), C Stevens.</p> <p>Clerk: R Jeffries</p> <p>Present: Cllr Cuthbert</p>		
1.	Apologies & Acceptance of Apologies: Lesley Stewart	
2.	Register of Members' Interests No new business interests were recorded.	
3.	<p>Chairman's five minutes – A Seedhouse</p> <ul style="list-style-type: none"> The Parish Council were reminded of the forthcoming precept setting meeting in January and were asked to think of projects that could be considered within the precept. It was noted that there was a village meeting on 22nd November 2016 to discuss the proposal to build on land at Malthouse Farm. The Chair reported that the residents present at the meeting were strongly opposed to the proposal. It is hoped that there will be a further public consultation before a planning application is submitted, although this is at the discretion of the developer. The Clerk will clarify the situation with the planning consultant. 	Clerk
4.	<p>Co-option of Dave Revell – vote required</p> <p>D Revell has attended a Parish Council meeting as an observer and met the criteria to join the Parish Council. It was proposed by C Stevens, seconded by B Bentley that D Revell would be co-opted onto the Parish Council. All Councillors were in favour. D Revell joined the Parish Council meeting.</p> <p>Dispensation to set the precept.</p> <p>The Clerk clarified that existing Parish Councillors had been granted a dispensation to set the precept. D Revell will complete the relevant form before the precept meeting.</p>	Clerk/DR
5.	<p>Wiltshire Council update – Cllr Cuthbert</p> <ul style="list-style-type: none"> Cllr Cuthbert is currently dealing with 7 cases involving Rowde residents and has received 38 separate pieces of correspondence about the proposal to build on land at Malthouse Farm. Cllr Cuthbert is waiting for confirmation from the planning consultant to see if they are going to listen to the concerns of villagers, prior to the submission of their planning application. Cllr Cuthbert stated that she will exercise her power as a Councillor to call the application in for consideration by the full Cabinet, if the developers do not make the changes that the residents have called for. The application would not be decided by officers with delegated powers but by a panel of County Councillors. Residents and the Parish Council would be given an opportunity to speak at the planning decision meeting. Cllr Cuthbert recommended that the Parish Council asks for a planning officer from County hall to come to the next consultation meeting to discuss the technical elements of the proposal. Caen Hill: Cllr Cuthbert has asked if the junction can be monitored with a possible view to speed restrictions. It was requested that the Parish Council makes a Freedom of Information request to the Fire Service, The Police and the Highways 	<p>Clerk</p> <p>Clerk</p>

Signed by Chair of the Parish Council, Steve Mundy:

Dated:

	<p>department at Wiltshire Council regarding the statistics for accidents on that stretch of road.</p> <ul style="list-style-type: none"> • Precept setting: Cllr Cuthbert noted that lots of villages are looking at specific projects and are considering attaching an additional element to their precept to fund these projects. Precepts are not currently capped. • Potterne has had a successful referendum with a 36% turn out. 94% voted in favour of adopting the Neighbourhood Plan. The Plan has now been formally approved and adopted. This process is just starting in Rowde but it is hoped that Rowde will be able to use the experience that Potterne has acquired to enable a plan to be produced more quickly than Potterne's. 	
6.	<p>Public Question Time</p> <p>Proposed development at Malthouse Farm.</p> <ul style="list-style-type: none"> • R Eccles thanked Cllr Cuthbert for her comments at this meeting on the proposal for development at Malthouse Farm. • Mr Eccles highlighted inaccuracies in the draft minutes from the Parish Council meeting on 9th November 2016 and requested changes to be made to them. <ul style="list-style-type: none"> ➤ It was requested that Mr D Stirling is referred to as a 'planning consultant' not a 'planner'. ➤ In the context of the planning consultant first stating that one third of the proposed development is outside of the settlement boundary, Mr Eccles confirmed this and Cllr Cuthbert supported Mr Eccles' statement. In summary, the planning consultant, Mr Eccles, Cllr Cuthbert agreed that one third of the proposed development sits outside of the village settlement boundary. ➤ It was stated that the reference to Wiltshire Council's plans to further review the settlement boundaries in January was incorrect. <p><i>[Clerk's note: Wiltshire Council's 'Housing Site Allocations DPD' is still in progress. An informal consultation on draft proposals for revised settlement boundaries took place with parish and town councils from July – September 2014. There will be a formal consultation on a pre-submission draft of the Plan around May 2017 (Wiltshire Council website)].</i></p> <ul style="list-style-type: none"> ➤ Mr Eccles presented the Clerk with a copy of the Parish Council minutes from 10th September 2014 and asked the Clerk to confirm whether she had responded in 2014 to Wiltshire Council regarding the draft proposal to amend the settlement boundaries in Rowde. <p><i>[Clerk's note: The Clerk responded to Wiltshire Council in accordance with the Parish Council's views on 6th October 2014].</i></p> <ul style="list-style-type: none"> ➤ Furthermore, Mr Eccles requested an amendment be submitted to the Rowde Village News to confirm that one third of the proposed development will sit outside of the settlement boundary in Rowde. <p>The Chair responded to say that the minutes are in draft form precisely for these reasons, to enable corrections and appropriate amendments to be made. It was stated that the Clerk does not report in a malicious manner.</p> <p>Planning Application: Iron Pear Tree</p> <p>It was asked whether an extension had been applied for in order to consider the application at this Parish Council meeting. The Clerk confirmed that an extension had been agreed with Wiltshire Council.</p>	

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	<p>It was commented that this application has been made by the Merchant Venturers. The application shows a proposal for a new farm track which does not appear to lead anywhere. It was commented that one of the near neighbours has not yet been consulted on the application. It was also noted that there has been no request to change the use of the land.</p> <p>Youth Council</p> <ul style="list-style-type: none"> • J Barber asked about the reasoning behind wanting to start a new Youth Council. This was discussed further in item 10. 	
7.	<p>Agree the minutes of the ordinary Parish Council meeting 9th November 2016</p> <ul style="list-style-type: none"> • The minutes from the meeting on 9th November 2016 were not agreed due to the points noted above. The minutes will be amended and presented again to the Parish Council in January 2017 for consideration. 	
8.	<p>Matters arising & actions taken from the meeting 9th November 2016.</p> <ul style="list-style-type: none"> • It was noted that the salt in the grit bin will loosen easily. • S Mundy will obtain a price for planting hawthorn bushes for the large playing field. • B Bentley has shared the parish's footpath map with A Seedhouse. • S Mundy has costed replacement posts for 'The Hill'. It will cost around £60 to replace all of the posts. D Packer has previously created sleeves which the current posts are sunk into. This will make it easier to replace the rotting posts. • J Dalley is still pursuing the outstanding pitch fees from the Rowdey Cow Rowde FC. • Viridor, based at Compton Bassett, is no longer giving grants for community projects. • A Seedhouse is still discussing the outlay costs with Cllr Cuthbert for having our own Parish Steward. The Chair noted that he had seen Wiltshire Council's Parish Steward out frequently carrying out work in the village. • The overhanging hedge along the High Street has been cut back. 	
9.	<p>Police – Parish Council survey</p> <ul style="list-style-type: none"> • The Community Policing Team has canvassed Parish Councils about police attendance at Parish Council meetings. The Parish Council was asked whether it would like to see the PC or PCSO who covers our area, or whether the parish is happy to see any PC or PCSO. The Parish Council confirmed that it would like to see our own PCSO if they are able to attend. If they are not able to attend, the Parish Council would be happy to receive a written report which can be shared with the village. • The Community Policing Team noted that they produce a daily impactive crime update through Community Messaging which residents are able to register with to obtain up to date information. 	
10.	<p>Discussion about the possibility of starting a new Youth Council</p> <p>The Chair précised the background to this agenda item. The 'Youth Council' has responsibility for certain items on the large playing field (the skate park equipment and the BMX track). There have been difficulties in ensuring the maintenance of the equipment and repairs that are recommended in the RoSPA safety reports.</p> <ul style="list-style-type: none"> • It was stated that the Youth Council no longer carries out the function that it was set up to do. They do not provide any activities for the young people of the village or opportunities for young people to be involved with the Youth Council. • The initial members of the Youth Council are now adults. One of the original members reported to a Parish Councillor that they were content to maintain the 	

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	<p>Skate Park and BMX track but that they did not wish to be involved in any other youth activities. This was disputed by J Barber.</p> <ul style="list-style-type: none"> • It was suggested that a new Youth Council could be set up which would involve the current young people in the village. It was firmly believed by the Parish Council that a Youth Council should be youth based. The original Youth Council has money which it raised for the purposes of spending on projects for the young people in the village, which it is now unwilling to spend. J Barber wanted it recorded that the money belongs to the Youth Council and that it is legally theirs. • It was proposed that the two remaining members of the Youth Council should be invited to attend the next Parish Council meeting to discuss the matter further and ways in which the Youth Council can move forward. • J Barber asked about the funds received by the Youth Club. The Youth Club is an active group which meets regularly on a Friday evening, providing activities and a safe place for young people in the village and surrounding area to meet. • Cllr Cuthbert noted that there are grants available for youth led initiatives. Applications can be made to the Local Youth Network. 	Clerk
11.	<p>Potential refurbishment of the pavilion: review of surveyor's quote for building survey.</p> <p>One quote has been sourced and was considered by the Parish Council. There was a discussion about the possible outcomes for the pavilion once the survey has been carried out: refurbishment, demotion, or closure.</p> <ul style="list-style-type: none"> • The Clerk will obtain two further quotes for a building survey. The Parish Council agreed to spend up to £580 + VAT on a building survey (proposed by J Dalley, seconded by J Hawkins. All Councillors were in favour). 	Clerk
12.	<p>Village Infrastructure</p> <p>Speed Indicator Device</p> <p>The Parish Council has already agreed to use the Speed Indicator Device. It was proposed that the Parish Council now purchases the three new batteries that it needs to function and three solar battery charges for £165.00. This will enable the device to be as maintenance free as possible (proposed by C Stevens, seconded by B Bentley. All Councillors were in favour).</p> <p>Footpaths & grants</p> <p>The Parish Council has not budgeted in its precept for 2016-17 for extensive work to be carried out on the footpaths around the village. The Parish Council would like to move forward with discussions for future repairs.</p> <p>Ditches – Marsh Lane</p> <p>The Canal and River Trust has cleared the ditches along one side of Marsh Lane. Thanks were given to Mr C Edwards and Mr Neal Bawden for facilitating this and for all of their hard work. This will help to improve drainage in the area.</p> <p>The landowner on the opposite side of Marsh Lane has agreed to clear out the ditches there too.</p> <p>It was suggested that the Clerk requests that the Parish Steward continues with some final tidying up and removal of rubbish in that area.</p> <p>Proposed removal of BT payphone</p> <p>BT has proposed the removal of the payphone from the village. There have been 11 calls made from the payphone in the last 12 months. The Clerk has received no response regarding the payphone's possible removal. Some feedback has been received through the facebook page about the poor maintenance of the phone box. Some residents were concerned about the poor mobile signal in the village.</p>	Clerk

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	<p>The Parish Council felt that there was not sufficient response from villagers to justify objecting to the removal of the pay phone. The Clerk will notify Wiltshire Council of the Parish Council's position (proposed by A Seedhouse, seconded by J Dalley) [The Clerk notified Wiltshire Council on 15/12/16).</p>	Clerk
13.	<p>Village Appearance Update on village planter project</p> <ul style="list-style-type: none"> • S Mundy presented a proposed design for the planters and costings for the materials. It was suggested that the Parish Council supplies the soil too. It was suggested that we put speed warnings on the side of the planters which will sit alongside the Highways. • It was proposed that the Parish Council purchases the materials to make 6 planters in the first instance (proposed by G Sartin, seconded C Stevens). S Mundy will assemble the planters with assistance from other Parish Councillors. <p>Grounds Maintenance contracts – review of requirements The existing schedule of work was circulated to Parish Councillors. The Clerk asked the Parish Council to consider the village's grounds maintenance requirements and suggest amendments to the document. The tender will go out as one document to interested parties in early February 2017. The contract can be split if desired.</p> <ul style="list-style-type: none"> • It was suggested that the schedule of work is put on the website for feedback from villagers. <p>The Chair asked for a map of where the rubber matting is laid in the small playing field. It was suggested that the Youth Council would have the drawings.</p>	Clerk
14.	<p>Allotments & Playing fields Vandalism – allotments There has been one report of vandalism and a theft from the allotments in November 2016. This has been reported to the Community Police. Tenants are requested to contact the Community Police through tel: 101 as soon as possible after a crime has taken place.</p>	
15.	<p>Consultation on Draft Wiltshire Playing Pitch Strategy and Wiltshire Open Space Study Community Area Profiles: Review of Rowde's profile The profile of Rowde does not mention the facilities in the small playing field. The Clerk will send the details through to Wiltshire Council. The Parish Council commented on the fact that the facilities at the large playing field are reviewed annually by RoSPA for safety.</p>	Clerk by 9/1/17
16.	<p>Planning Bungalows off Silverlands Road: These bungalows are on schedule to be completed by Spring 2017. Wiltshire Council will be canvassing local residents to encourage them to apply for a bungalow (15/12/16). There is a set criteria that must be met in order for people to become eligible for one of the bungalows. The main criteria is a local connection to Rowde and registration on the Homes4Wiltshire website. Update on village meeting: Malthouse Farm It was further noted that the Parish Council maintains a neutral position regarding the proposed development at Malthouse Farm and will not make a decision until a planning application has been submitted. The Chair asked for residents to put their views forward in a polite manner. Neighbourhood Planning meeting A further meeting to discuss the possibility of having a Neighbourhood Planning meeting has been held with a small group of people. The next stage of the process is to contact the residents who initially expressed an interest in being involved with developing a Plan.</p>	

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	<p>The Parish Council has been asked to assist P Allfrey with making contact with those people who have expressed an interest.</p> <p>Planning Applications considered:</p> <p><u>16/10381/FUL: Iron Pear Tree Farm</u>, Devizes Road: new farm track with access of the A342. The Parish Council could not see how the proposed track met the proposed need as the track does not lead anywhere. It was commented that the applicants have not requested a change of use from agricultural land. The Parish Council objected to the application and requested further clarification on the purpose of the track (proposed by J Dalley, seconded by C Stevens. All Councillors agreed).</p> <p><u>16/09487/FUL; Kenavon</u>, Marsh Lane: replacing a poly-tunnel with a storage barn. The Parish Council found no objections to the application (proposed by B Bentley, seconded by J Hawkins. All Councillors were in favour).</p> <p><u>16/09932/LBC: The George & Dragon</u>: external redecoration and repairs. The Parish Council supported the application (proposed by G Sartin, seconded by J Hawkins. All Councillors were in favour).</p> <p><u>16/10519/FUL: Upper Foxhangers Farm</u>, Marsh Lane, Rowde, Devizes, Wiltshire SN10 1RE Extension to an existing acoustic bund. The Parish Council found no objections (proposed by B Bentley, seconded by C Stevens. All Councillors were in favour). The Parish Council made a request for the landowner to clear the ditches around the junction of Caen Hill with Marsh Lane, whilst carrying out work on the acoustic bund, to improve drainage in the area.</p>	
17.	<p>Finance</p> <p>Financial forecast to March 2017 & potential future projects</p> <p>The predicted amount of money that the Parish Council may carry over into the new year was discussed.</p> <p>There are capital projects and ideas which can be put forward as Parish Council priorities to invest in: the pavilion, playing field, footpaths, footpaths</p> <p>Grounds worker & Litter collector's salaries.</p> <ul style="list-style-type: none"> It was agreed to increase the Litter Collector's salary to £8.50 per/hour (proposed by B Bentley, seconded by J Hawkins. All Councillors were in favour) It was agreed to pay the grounds worker £8.50 per/hour for the work carried out around the village (proposed by J Dalley, seconded by B Bentley). 	
18.	<p>Village Communication</p> <p>Parish Council Facebook page update</p> <ul style="list-style-type: none"> An apology was posted for a comment made at the village meeting about the proposed development on Malthouse farm land. BT are now taking orders for fibre-optic broadband but there is limited capacity. Customers will be dealt with on a first come basis. <p>Freedom of Information Policy</p> <p>A draft policy document was circulated to Councillors. The Clerk requested that Parish Councillors review the document and consider it at the Parish Council meeting in January.</p>	
19.	Financial matters & monthly invoices for November	

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Dated:

	<ul style="list-style-type: none">The invoices for November were approved and cheques were signed for a total of £1788.49. Proposed by C Stevens, seconded by J Hawkins. All Councillors were in favour. <table><tr><td>Admin costs inc. meeting room hire</td><td>1082.69</td></tr><tr><td>Grounds maintenance</td><td>465.80</td></tr><tr><td>External audit fee</td><td>240.00</td></tr><tr><td>Total:</td><td>£1788.49</td></tr></table> <ul style="list-style-type: none">There is a legal requirement for employers to provide a pension service for eligible employees. A contract for the Litter Collector will be drawn up.Solar Farm: A payment of £105.31 has been made to Rowde Parish Council. The contract states that this will be received every year for 25 years index linked.	Admin costs inc. meeting room hire	1082.69	Grounds maintenance	465.80	External audit fee	240.00	Total:	£1788.49	
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Total:	£1788.49									
20.	Correspondence <ul style="list-style-type: none">There was no correspondence to report.									
	Date of next meeting Wednesday 11th January 2017, 7.30pm in the Village Hall for budget setting									

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

Signed: Chairman Date:

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Dated: