

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

PRESENT: S Mundy (Chair), J Dalley, J Hawkins, G Sartin, C Stevens, L Stewart Clerk: R Jeffries		
1.	Apologies & Acceptance of Apologies: B Bentley, A Seedhouse Absent: Councillor A Cuthbert	
2.	Register of Members' Interests G Sartin registered an interest in item 12b) planning application: 16/04178/FUL: 1 & 2 Rowdefield Cottages: removal of hedgerow and provision of new gravel drive.	
3.	Chairman's five minutes The Chair welcomed everyone back after the summer holidays. <ul style="list-style-type: none"> • Get well wishes were sent to B Bentley after his recent health problems. Ben was wished a speedy recovery. • It was noted that the agenda items for this meeting have been timed to ensure that items are dealt with more time effectively. • There is a training course for new Councillors on 12th November, 9.30am – 3.00pm, in Rushall Village Hall. The Clerk will send the details out to new Councillors. Councillors interested in attending should please contact the Clerk. • It was recorded that there has been no further work done on developing a Neighbourhood Plan. 	Clerk
4.	Wiltshire Council update Cllr Cuthbert did not attend the meeting. No written update was provided.	
5.	Public Question Time <ul style="list-style-type: none"> • J Barber queried the Parish Council's finance figures stated in the August edition of the Village News. A detailed explanation was asked for the figures quoted and the Parish Council were told that the minutes from the meeting in July could not be signed off as a result of this. <i>[Clerk's note: the figure for playground repairs was quoted incorrectly in the village magazine. It should read £179.35, not £1689.23. This figure was wrongly transposed from the previous edition of the magazine. The total figure spent overall remains the same, and the minutes of the meeting stand as correct]</i> • A request was made for double yellow lines to be marked from the entrance of Church View to 29 Tower View (a small section of road, with space for two parked cars), as parking there is making it difficult for farm vehicles to pass. The Clerk will speak with Highways about the request. 	Clerk
6.	Agree the minutes of the ordinary Parish Council meeting 13th July 2016 <ul style="list-style-type: none"> • The minutes were not agreed due to the financial query stated above. The minutes will be presented again for approval at the next Parish Council meeting on 12th October 2016. 	
7.	Matters arising & actions taken from the meeting 13th July 2016. <ul style="list-style-type: none"> • The resurfacing of Dunkirk Hill has been completed (13/9/16). The pavement has also been sided out as requested, although there were concerns about whether adequate amounts of the grass verge have been removed. In general, it was thought that Wiltshire Council had done a good job with the work. 	

	<ul style="list-style-type: none"> • The Clerk raised the Parish Council’s concerns about poor way marking from LOCK 23 to footpath ROWD27. The Clerk visited the site with P Millard, a Senior Rights of Way Officer with Wiltshire Council. It was suggested that two new kissing gates are put along this route, plus 2 way marking posts. This item was discussed fully in item 9 below. • J Dalley will look at creating the fire pit at the Large Playing Field in the spring. • S Mundy has carried out some initial research on the cost of renewing the batteries for the Speed Indicator Device. They are priced between £20 - £40 depending on the ampage we need. The Clerk and S Mundy will continue to investigate the costs of replacing the batteries. • The Clerk has requested that the village is swept. Wiltshire Council has scheduled this. • J Dalley will fix a bin to the Caen Hill bus stop, if there is a spare one in the pavilion. • J Hawkins has given available dates to Cllr Cuthbert to meet to discuss progressing with a Neighbourhood Plan. Unfortunately, a date to meet has not been agreed yet. • It was agreed not to schedule a village event to promote the Neighbourhood Watch scheme. There is no requirement to be registered with a Neighbourhood Watch scheme in order to obtain police alert updates. Anyone is able to register to receive the updates. The Clerk will share details on the village noticeboards, village news, and website and through the Facebook page on how individuals can register to receive the alerts. 	<p>SM</p> <p>Clerk</p>
8.	<p>Final decision on signing Sandridge Solar Farm agreement</p> <p>The Parish Council has received a further reminder that the agreement needs to be signed in order to receive funds from Sandridge solar power community fund. The Parish Council queried why Bromham PC are due to receive 1.57% in their agreement, compared with 0.21% offered to Rowde. The response received was that the percentages were calculated as originally set out, based upon the number of postal addresses within 2.75km of the centre of the site. There are comparatively few addresses within Rowde, hence the lower percentage. The energy company can not predict how much money will be generated and therefore how much we will receive.</p> <ul style="list-style-type: none"> • It was proposed that the Parish Council signs the agreement (J Hawkins, seconded by J Dalley). All Parish Councillors were in favour. The agreement was duly signed by S Mundy (Chair), witnessed by R Jeffries (Clerk). 	
9.	<p>Village Infrastructure</p> <p>Footpaths: A proposal has been put forward by P Millard, a Senior Rights of Way Officer from Wiltshire Council, for funding to carry out repairs on three of the footpaths in the Village: ROWD6 (Tanis to Rowdeford School); ROWD3 (Braeside to Rowdefield Farm) and ROWD27 (off the Sands Lane Bridleway towards the canal). Permission has been obtained from the land owners and the work will be carried out by the West Wiltshire Ramblers Working Party and volunteers from Royal Wotton Bassett Academy coordinated by Rowdeford School. All work will be undertaken by volunteers under guidance from The Rights of Way and Countryside team.</p> <p>The improved ROWD6 would go towards creating a stile free route around the outer edge of the Parish, and enable pupils from Rowdeford School a safe route around the village.</p>	

<p>Improvements to ROWD3 will enable people to walk to and from Devizes and for pupils at Braeside to walk safely to Rowdefield’s educational suite.</p> <p>The work includes replacing difficult stiles with metal kissing gates and in one place replacing a stile with wooden steps up to the road (towards St. Edith’s Marsh). The total amount of funds needed is £3,647 [a full itinerary of costings can be supplied upon request]</p> <p>It has been proposed that the Parish Council approaches the Area Board for a grant to carry out the work.</p> <p>All Councillors were in favour of the proposal to approach the Area Board for funding.</p> <p>Pavement in Tanis: a letter has been received for a resident requesting a footpath to be created from the junction of Conscience Lane with Devizes Road to the last house in Tanis. The Clerk has discussed a possible permissive footpath with P Millard (WC) from 1 Tanis towards the main road. It was agreed that the Clerk will approach the Estates department of Wiltshire Council to discuss this matter further.</p> <p>Visibility Splay issues on the High Street: The proposal at the Community Area Transport Group (CATG) meeting to tackle the concerns about visibility at the junction of Manor Farm with the High Street is for the Parish Council to plant planters on the pavement there.</p> <p>A suggestion by a resident was to use tractor tyres as planters. The Parish Council thought that this might not look appropriate in the proposed location.</p> <p>All Councillors were in favour of putting planters there. The Clerk will contact Wiltshire Council to obtain the necessary permission from Highways.</p> <p>Community Planter Project: L Stewart outlined a proposal for a community run planter project. The proposal is for the Parish Council to purchase/make the planters, arrange where they will be sited and for various village groups & businesses & schools to adopt them. There are plans for there to be a ‘planter trail’ competition around the village.</p> <ul style="list-style-type: none"> • It was agreed that each Parish Councillor will think of 5 possible places in the village for the planters to be sited and 5 potential groups that may be interested in adopting a planter. • L Stewart agreed to write a covering letter to send to potentially interested parties. • L Stewart & J Dalley agreed to meet to walk around the village to discuss potential locations for the planters. • C Stevens has taken over the maintenance of the planted tyres on Marsh Lane, past Furlong Close. <p>Fibre-optic Broadband: BT has responded to the Clerk (July 2016) to say that there is no fixed date yet for fibre-optic broadband to be installed in Rowde. The cabinet has been authorised but it may take 9-12 months before it goes live. We will be informed as soon as BT know that it is live.</p> <ul style="list-style-type: none"> • S Mundy replied to a resident who has complained about the length of time that it is taking for fibre-optic broadband to be installed in the village. S Mundy copied Claire Perry, MP into the e-mail. There has been no further correspondence. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>All</p> <p>LS</p> <p>LS/JD</p>
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	<p>Part-time night lighting: Wiltshire Council has responded to the Parish Council's request to review some of the lights proposed for part-time night lighting.</p> <ul style="list-style-type: none"> • The street light at the entrance to Elm Close has to stay on due to its location at a minor junction. • Lights along the path from the Village Hall to the Church must stay on due to the enclosed/remoteness of the footpath which increases risk to pedestrians. • A resident has requested that all lights remain on along Devizes Road and Tanis. The Parish Council will request that lights KDC1 & KDC3 remain on. These are located on the straight section of road on Conscience Lane after leaving Devizes Road. 	Clerk
10.	<p>Village Appearance</p> <p>The Hill: Proposed village appearance worker: A resident from HfT has come forward in response to requests for someone to maintain the Hill. The Parish Council thought that it was important with regards to equal opportunities to enable this to take place.</p> <ul style="list-style-type: none"> • It was proposed by C Stevens, seconded by G Sartin to engage the worker for 2 – 3 hours a week with pay, on a trial period. The Clerk will arrange a list of tasks that need doing. The worker is available to start with immediate effect. • The Clerk has asked Green Thumb to quote for removing the weeds on the Hill. • A letter was read out from R Berry who expressed strong dissatisfaction with the condition of the Hill and the failure of the Parish Council to follow through on their proposal to paint the two seats, weed, feed and mow the grass effectively and to improve the planted box. It was noted that the Parish Council should be ashamed of their lack of action. To date, the Heritage sign has been replaced for which R Berry was thanked for arranging and the frame renovated with many kind thanks to P Hale for his hard work. <p>Parish Councillors responded to say that they accepted the points that were made about the Hill. It is hoped that the remedial actions planned above will improve the situation. However, Parish Councillors wanted it noted that they carry out their roles voluntarily and are not paid for the work that they do.</p> <ul style="list-style-type: none"> • It was also noted that L Stewart spent 2 hours weeding the Hill on the village clean-up day. It is acknowledged that maintenance of the Hill is ongoing and there are issues around the grounds maintenance contractor. <p>Update on joint proposal for a shared grounds maintenance Steward</p> <ul style="list-style-type: none"> • The Chair has written to the adjoining parishes regarding the proposal to share a grounds maintenance Steward. Poulshot, Potterne and Bromham Parish Councils are interested in discussing the proposal further. Worton Parish Council may be interested if they can see what the benefits may be. • The Parish Council will wait to hear back from those parishes who are planning to discuss the matter further at their own Council meetings in September. <p>Review of hedge responsibility letter</p> <ul style="list-style-type: none"> • The Clerk has re- drafted a letter to send to residents where hedges/shrubbery is encroaching on public footpaths. 	Clerk Clerk
11.	<p>Allotments & Playing Field</p> <p>Update and review of use of central pathway by allotment holders: the central security post has been re-instated after it was forcibly removed from the ground. The Chair suggested that the security post is lowered in the summer months for allotment tenants to use the central path. C Stevens reported that 95% of tenants would prefer the post to remain in place so that the central path does not become churned up. The Chair asked C</p>	CS

	<p>Stevens to discuss the matter further with allotment tenants to ensure their views have been considered.</p> <p>Update on use of the field and fees collected.</p> <ul style="list-style-type: none"> • The Clerk noted that pitch fees have been received this year from 2 football teams, 1 youth team and an archery instructor. The total amount received so far is: £445.00, with a further £280 outstanding. • D Packer was thanked for all of the hard work that he has done on the field. As the grass was cut about 1 ½ weeks late, the grass was too long to leave on the field. D Packer spent 6 hours with a mower picking up all of the grass. If the grass is cut regularly, then the cuttings leave only a small film on top of the pitch which is fine to play on. The Large Playing field was last cut on 6th September. • It was suggested that money needs to be taken off the payment made to English Landscapes. • It was noted that the small playing field has received one cut since 21st July. The grass is too long for children to play on. • The Clerk was asked to request the dates of the cuts from English Landscapes and to publish these in the village magazine. • The grass near to the pavilion needs strimming, along with the car park. The weeds also need spraying. • The current contract lasts until the end of March. <p>Pavilion repairs</p> <p>A complaint has been made by the Chippenham and District League that the changing rooms were not up to the required standard.</p> <p>D Packer has installed lights powered by batteries in the back changing room and toilets. There is a proposal to purchase a solar panel (£175) and place it on the roof to power the lights. Councillors were in favour of the suggestion to install a solar panel on the pavilion. The item will be put on the agenda for the next Parish Council meeting.</p> <ul style="list-style-type: none"> • There are still drainage concerns with the field and the bridleway. D Packer will investigate the problem but may need permission from the landowners of Malthouse Farm to carry out his investigations. • The container will be removed from the field by the next meeting. <p>Recycling bank: Payment for this year's rent has been received. However, the recycling bank has still not emptied despite the Clerk and Chair e-mailing, telephoning and visiting the company. The Clerk will continue to pursue this matter.</p> <ul style="list-style-type: none"> • G Sartin was asked to post a request on Facebook for people who use and are interested in maintaining the clothes bank at the playing field. 	<p>Clerk</p> <p>Clerk</p> <p>GS</p>
12.	<p>a) Planning and Development</p> <p>Bungalow development off Silverlands Road: Construction of the six Wiltshire Council affordable rented bungalows for the elderly on land south of Silverlands Road commenced on Tuesday 6th September. The six bungalows will be completed in Spring 2017 and further information regarding the bungalows and how to apply will follow during the Autumn.</p> <ul style="list-style-type: none"> • There have been some issues with residents but on the whole the project has started well. • When the construction site is up and running, it is planned for the school children to be invited to have a look around the site. <p>Re-routing permissive path.</p>	

	<p>As a result of the bungalow development, the permissive footpath within the fields has been re-routed. It has been noted that the spoil mound has been placed outside of the building boundary and on the re-routed permissive path. This has been recorded with WC.</p> <p>Potential development at Malthouse Farm: The land agent for Malthouse Farm requested a meeting with the Chair and Clerk to consider the proposal to develop residential houses on the plot of land at the back of Malthouse Farm, between Cock Road and Bunnies Lane.</p> <p>There are currently no planning applications or outline planning lodged with Wiltshire Council. The land agent proposes to come to a future Parish Council meeting to discuss the proposal in more details.</p> <p>b) Planning Applications to consider</p> <ul style="list-style-type: none"> • 16/07672/FUL: Extension to agricultural barn/tractor shed. Alteration to layout of meadow. Addition of trees and shrubs to boundary: Buena Vista, Devizes Road. The Parish Council had no objections. • 16/07785/FUL: steel framed lean to off existing barn: West End Farm. The Parish Council had no objections. • 16/04178/FUL: removal of hedgerow and provision of new gravel drive: 1 & 2 Rowdefield Cottages. The Parish Council had no objections. • 16/06852/FUL: Conversion of Greenfields into two no. flats (1 x 2 bedroom and 1 x 3 bedroom); erection of a new 3 bedroom dwelling attached to Greenfields and associated works (Resubmission of 16/01671/FUL). Confirmation of 'No objections' resolution regarding the revised application. 	
13.	<p>Village Communication</p> <p>Facebook: G Sartin reported no interest from villagers in entering the 'Best Kept Village' competition next year. It is hoped the planter project will generate interest in villagers wishing to become involved.</p> <ul style="list-style-type: none"> • A complaint has been made about the lack of buses in the village. There are no buses on a Sunday. The Chair noted that there has been a recent bus consultation run by Wiltshire Council with a view to cutting services. It was agreed that the Clerk would contact Cllr Whitehead to discuss the problem. • The issue of vandalism in the village has been raised. There seems to have been less reports recently. The suggestion to hold a village meeting to promote Neighbourhood Watch has been put on hold. Individual residents can sign up for neighbourhood alerts from the Police. The Clerk agreed to publicise the details of the alerts through the village noticeboards, the Facebook page and in the magazine. • There has been one comment about broadband. • There has been a request for defibrillator training. G Sartin will post a request for people interested in attending a further defib training session. It was suggested holding the next event in April 2017 when the nights become longer again. 	<p>Clerk</p> <p>GS</p>
14.	<p>Parish Council meeting dates for 2017</p> <p>The Parish Council approved the meeting dates for 2017. The Clerk will put the information on the website, send it to the Village News, Facebook page and also the village notice boards. The Clerk will book the meeting room with the Village Hall.</p>	<p>Clerk</p>

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

Signed: Chairman Date: