

**MINUTES of the Ordinary ROWDE PARISH COUNCIL MEETING**  
**Held on Wednesday 12<sup>th</sup> February 2020, 7.30pm, at Rowde Village Hall**

	<b>PRESENT:</b> J Hawkins (Chair), J Dalley, C Stevens, S Taylor, I Whittaker-Axon, L Wills Present: Cllr Cuthbert (left at item 11)		
1.	<b>Apologies &amp; Acceptance of Apologies</b> All Parish Councillors were present.		
2.	<b>Register of Members' Interests</b> <ul style="list-style-type: none"> <li>J Hawkins registered an interest in item 14: proposal to donate money to VE day celebrations for residents over 75 years, and did not take part in the vote.</li> </ul>		
3.	<b>Chairman's five minutes</b> <ul style="list-style-type: none"> <li>It was agreed that there would be an additional public question time session after item 10 to give residents an opportunity to comment on what has been discussed at the meeting so far.</li> </ul>		
4.	<b>Public Question Time</b> <ul style="list-style-type: none"> <li>No questions were raised at this point.</li> </ul>		
5.	<b>Wiltshire Council Update</b> Cllr Cuthbert gave further details on the proposed increases in the Council Tax. Wiltshire Council will increase their Council Tax by 2.2%, in addition to a further 2% for adult social care levy. This will be capped and ring fenced. The police and fire authority are also looking to increase their precepts. Cllr Cuthbert said that the budgets had been scrutinised. The Cabinet budget debate will be streamed and available for members of the public to view. <ul style="list-style-type: none"> <li>The Chair, the Clerk &amp; L Wills attended the Devizes Board meeting on 13<sup>th</sup> January 2020.</li> <li>Recycling provision will change shortly in Wiltshire. This may result in a change of collection day. More items will be recycled through the blue, wheelie bin. The only items that will be collected in the black box, will be textiles and glass. Wiltshire Council will notify residents of the change.</li> <li>Wiltshire Council has issued a Statutory Notice regarding the closure of St Nicholas' School (Chippenham), Larkrise School (Trowbridge) and Rowdeford School, and opening a new maintained, community special school across the three existing sites on 1<sup>st</sup> Sept 2020. Consultation is open until Friday 6<sup>th</sup> March 2020.</li> </ul>		
6.	<b>Agree the minutes of the Parish Council meeting on 8<sup>th</sup> January 2020</b> The minutes were accepted as an accurate record: proposed by C Stevens, seconded by J Dalley. All Councillors who were present at that meeting accepted them as a true record.		
7.	<b>Matters arising and actions from meeting on 8<sup>th</sup> January 2020</b> <ul style="list-style-type: none"> <li>The Clerk has requested that the pavements along A342 are re-surfaced. Wiltshire Council has responded to say that the footpath budget from last year has been allocated (Bromham was included in this round of funding). Rowde will be added to the list of sites to consider when Wiltshire Council is next asked for path sites for resurfacing works.</li> <li>The Clerk has requested a new village sign on the A342 on the approach from Devizes. Wiltshire Council Highways department will add 'Rowde' to the list when they are next requested. The Clerk has also requested a road sign for 'Close Lane'. This will also be added to the list when they are next requested.</li> <li>The Clerk has requested a 'Road Narrowing' sign for the High Street, adjacent to West End Farm. Wiltshire Council has responded to say that because it is a new</li> </ul>		


	<p>sign request, it has to be requested through the Community Area Transport Group (CATG). The Clerk will make the application to CATG.</p> <ul style="list-style-type: none"> <li>• The Clerk has asked Aster about the removal of the containers sited on land adjacent to 41 Tower View. Aster has responded to say that there is no date for removal. Residents were notified at the time that they were going to be situated there. They may remain in place until the development has been built.</li> <li>• The Clerk has requested central white lines to be repainted through the village, especially after the recent collision with the wall at Mulberry Lodge. The Clerk has also requested a central white line for the junction of Springfield Road and High Street. The response from Wiltshire Council is that the white lining has finished until the start of the new financial year, however, Wiltshire Council will ask for an additional white line to be painted at the give way line when they are next passing.</li> <li>• The cul-de-sac signs for the closes off Springfield Road have been installed. There was no charge to the Parish Council for these. It was queried whether a further cul-de-sac sign was needed for the main part of Springfield Road, past the closes.</li> <li>• Resurfacing is due to take place along the A342 on 14<sup>th</sup> &amp; 17<sup>th</sup> February 2020.</li> <li>• The Clerk has requested double yellow lines on the A342 from the junction of Bunnies Lane to Slade's Garage. The Police have issued enforcement notices to cars parked on the pavement there.</li> <li>• The Clerk has contact Wiltshire Council about the leaf debris on the pavement along Dunkirk Hill. This is also being looked at by Devizes Town Council.</li> <li>• The Clerk has also reported the sliding bank along part of Dunkirk Hill to Wiltshire Council. Wiltshire Council has responded to say that they will see what work can be organised. Devizes Town Council are also looking at this issue.</li> <li>• The Clerk has purchased CCTV warning signs for the allotments car park.</li> <li>• The Clerk arranged for the printing of a banner and leaflets to advertise the Neighbourhood Planning meeting. Leaflets were dropped door to door around the village by the Chair, the Clerk, L Wills and J Dalley, with many thanks.</li> <li>• Wiltshire Council does not give the Parish Council permission to put hard standing down on the Hill, as it would need to be made up to footway specification. The Parish Council is not permitted to put boulders there either. It was suggested that we place small posts around the edge.</li> <li>• Wiltshire Council has stated that liability for a mirror sited on the edge of Mulberry Lodge to help residents cross the High Street into Close Lane would lie with the land owners. The Clerk has been asked to contact the Parish Council's insurers to see if the Parish Council could take on this liability.</li> <li>• The hand rail on the bridge in the first field of the permissive path opposite the Rowdey Cow has been vandalized. The Clerk will obtain quotes for replacing this.</li> <li>• The Parish Council has received notice of confirmation that that public footpath ROWD13, The Common, has been diverted.</li> <li>• New grit bins have been ordered for Reed Place and the Tanis. The other two Parish Council bins, at Maundrell Close and Silverlands Road have been re-filled too. The Parish Council requested that a further grit bin is purchased, this time for Rowde Court Road (to be sited at the back entrance to the Church)</li> <li>• The Clerk has requested a parking bay area on Cock Road through CATG. It has not been discussed by CATG yet.</li> <li>• Conscience Lane is still being patched up temporarily in advance of a full repair scheduled for April. It has been requested that the Parish Council makes a Freedom of Information Act request for the full cost of the road resurfacing.</li> </ul>	Clerk
		Clerk
		Clerk
		Clerk
		Clerk

8.	<p><b>The Common</b></p> <p><u>Update on traveller encampment.</u></p> <p>The Clerk has contacted the Police about the encampment. They are unable to help with the problem of tethered horses as the owners return regularly to feed them. Wiltshire Council has confirmed that they will not evict the travellers as they are sited on Parish Council land. Wiltshire Council has shared an eviction notice template that the Parish Council can use, in addition to information about the procedure that they follow.</p> <p>The Clerk has also contacted a solicitors firm for advice on the cost of removing the travellers. The estimated cost is between £2,000 - £3,000 per time.</p> <p>The Clerk was advised not to approach the travelers directly.</p> <ul style="list-style-type: none"> <li>• The Parish Council has not agreed a way forward to deal with the travellers. Some residents do not feel that the travellers are causing harm to the area and report that the horses are grazing the land well; land which would otherwise have to be cut soon. Others feel that it deters a larger encampment, and it also deters fly tipping and speeding.</li> <li>• It was recognised by the Parish Council that it is a difficult situation for residents who live close by and that no one chooses to have an encampment on their doorstep.</li> <li>• The balance of expenditure to the number of residents affected needs to be weighed up.</li> </ul> <p><u>Policy to deal with future encampments</u></p> <p>The Parish Council will create a policy for dealing with unauthorized encampments. There needs to be a plan for how this can be managed on a cyclical basis.</p> <p><u>Update from recent meeting with residents for the Common, including proposal to form a Common Association – vote required.</u></p> <p>Local residents met on Wednesday 22<sup>nd</sup> January 2020 to discuss the ongoing maintenance of the Common. It was discussed that the best way forward would be to form a 'Commons Association', where local residents would manage the Common with the Parish Council overseeing the Association. Cllr Cuthbert stated that the Parish Council were abrogating their responsibility as land owners and unpleasant as it is the Parish Council should ask the travellers to move on.</p> <p>The Parish Council does not agree and sees that it is a workable solution to a very difficult problem. It would be a management arrangement, linked to the Parish Council. It is recognised that the Parish Council needs to deal with the travellers. There was concern that the Common would be annexed and become independent. This is not the intention, as the Parish Council would oversee it. There is also concern about the Common becoming gentrified and that it should be a natural area.</p> <p>Further details about how an association would be set up and run need to be agreed. It was proposed by J Dalley, seconded by C Stevens that the option to form a Commons Association is explored further.</p>	
9.	<p><b>Neighbourhood Planning Meeting: feedback from the meeting held on Tuesday 11<sup>th</sup> February 2020, 7.30pm, Village Hall.</b></p> <ul style="list-style-type: none"> <li>• The meeting was well attended and the Parish Council has a list of people who are interested in moving forward with the plan. All of the information gathered needs to be collated.</li> <li>• There has been interest in the development of the plan from the Crown Estate.</li> </ul>	Clerk

	<ul style="list-style-type: none"> <li>The Chair informed the Parish Council that we are not creating a new plan from scratch. The existing Devizes Area Neighbourhood Plan is being updated and we are becoming a part of that, in addition to Bishops Cannings Parish Council and Roundway. This should make it not such an onerous task.</li> <li>Information can be viewed on the Devizes Neighbourhood Plan website.</li> </ul>	
10.	<p><b>Planning Matters</b></p> <p>20/00412/PNCOU: Iron Pear Tree Farm, Conscience Lane, Rowdefield, Devizes, Wiltshire, SN10 2JE. Application for Prior Notifications on change of use Proposal:- Notification for Prior Approval (under Class Q) for the Proposed Change of Use from Agricultural to Residential.</p> <ul style="list-style-type: none"> <li>The Parish Council objects to the application on Highway grounds as the road that leads to the proposed development is inadequate. Conscience Lane can not sustain increased, regular traffic to a development on this site. The road is in a dire state of repair at this time.</li> <li>The Parish Council objects on grounds that there is no mains water to the site and there is no individual provision shown for septic tanks at each property. It would like to know how the developer will explain how waste is going to be dealt with.</li> <li>The Parish Council objects to the location of the proposed development as it sits in clear vicinity of a slurry tower. We understand there are regulations which prevent this from happening.</li> <li>There are no amenities in this part of the village. It is some distance from the local primary school, pubs and public transport. These houses will not form part of the village community and will be isolated. It is an unsuitable location for residential homes.</li> </ul> <p>20/00078/FUL: Old Durllett Durllett Road Rowde SN10 1SX. Proposed development: Two story extension to the side and rear of the house &amp; the erection of a pool house within the garden</p> <ul style="list-style-type: none"> <li>The Parish Council supported this application with conditions. It is concerned about drainage from the site. The house sits on a hill and currently water drains from the site and pools at the farm below, 'Rowde Hill Farm'. The Parish Council has asked that drainage be taken into consideration when the development is built, especially as there will be the disposal of swimming pool water to deal with too. Swimming pool water will contain chlorination which could have a detrimental effect on wildlife.</li> <li>The Parish Council would like consideration made to any external lighting for the pool and to ensure that this does not disturb neighbours.</li> </ul> <p>20/00495/LBC: Old Durllett, Durllett Road Rowde SN10 1SX, Proposed development: Listed building consent: Two story extension to the side and rear of the house. The Parish Council did not object to this application.</p> <p><u>Reed Place</u></p> <ul style="list-style-type: none"> <li>The Clerk has requested if the access point to the proposed new building site at Reed Place could be from Marsh Lane. Wiltshire Council has responded to say that the proposed access is likely to be through Springfield Road, Silverlands Road and into Reed Place. Wiltshire Council hopes that as Reed Place has been constructed there will be minimum disruption to the residents of Silverlands Road. There would be no need to manoeuvre, or wait or unload and no service connections required in Silverlands Road itself. A haul road or temporary surface from another access point could make the development financially unviable. This can be discussed in the forthcoming consultation process.</li> </ul>	

	<ul style="list-style-type: none"> <li>• The project remains in the first phase of the programme. Wiltshire Council is looking at constructing passive houses here (eco-friendly).</li> <li>• Wiltshire Council will be delivering 1000 homes across Wiltshire by 2030.</li> </ul>	
	<p><b>Additional Question Time</b></p> <ul style="list-style-type: none"> <li>• A resident noted that the travellers' horses freed themselves on the eve of Tuesday 11<sup>th</sup> March and took off down the centre of the road. They were eventually recovered in Seend.</li> <li>• There was much debate on the rights of travellers and whether the travellers are currently living on the site. A question was asked about provision for waste. There was concern about some large items which are currently in the ditch nearby. It is thought that these belong to the travellers and believed that they will remove them when they leave the site. If they do not, the Parish Council will pay to have them removed.</li> <li>• Cllr Cuthbert said there are misconceptions about the rights of travellers and the Parish Council should seek advice about this. The Parish Council has already contacted a solicitor regarding this. Cllr Cuthbert told that Parish Council that we must give the travellers notice. It was suggested that a letter of eviction is left with the travellers. Cllr Cuthbert offered to speak with the travellers to ask them to leave. No further agreement was made on this, as Cllr Cuthbert left the meeting.</li> <li>• There is a further meeting with residents of the Common on 26<sup>th</sup> February to further discuss forming a Commons Association.</li> <li>• If the travellers have not moved on after that date then, I Whittaker-Axon has agreed to a take an eviction letter to them.</li> </ul>	
11.	<p><b>Highways Update</b></p> <p><u>Rowde Highways Update</u></p> <p>The Chair, Clerk &amp; L Wills attended the Community Area Transport Group (CATG) meeting on 4<sup>th</sup> February 2020. The following issues were discussed:</p> <p><u>The Common</u></p> <p>The Parish Council had requested a 30mph speed limit, traffic calming measures and weight restrictions. It was noted that there is a weight limit in force on this road already with a 7.5 tonne limit.</p> <ul style="list-style-type: none"> <li>• CATG has responded to say that the environment and road geometry dictate that vehicle speeds are substantially below this level. The introduction of a lower limit is unlikely to alter vehicle speeds. A speed assessment could be undertaken, however it is not seen as an effective use of the group's budget. The route is not of strategic purpose and the clear majority of users will be of a frequent and local nature. The use of traffic calming and speed limit are not considered to be necessary as there are not any records of injury, collision or excessive use by large vehicles. The report has been closed.</li> </ul> <p><u>Tanis footpath</u></p> <p>CATG has agreed to fund the design of the footpath for Tanis, with the Parish Council contributing 25% of the cost. It is estimated that this will cost £6,000 in total. It has been discovered by Wiltshire Council that it will cost £30,000 to move the two telegraph poles along the route. This would be unfeasible. CATG is looking at an alternative route, through the fields then back onto the roadside. The design work is ongoing.</p> <p><u>The Hill</u></p> <p>The Hill area continues to be damaged by tractors driving over it, with double trailers. Local farmers are aware of the issues being caused. Witnesses have observed a tractor hitting the verge in front of the shop, the trailer then hits the hill.</p>	Clerk

	<p><u>Dropped Kerbs</u> A Parish Councillor raised concern about the location of the dropped kerbs at Sands Close. The Parish Council agreed to have a look at this and report back.</p> <p><u>Highways Meeting</u> The Chair will attend the Town &amp; Parish Council meeting, along with L Wills on 18<sup>th</sup> May 2020, from 7pm, Kennet House.</p>	
12.	<p><b>V.E day celebrations</b> <u>Update on progress</u> The V.E planning team met on Wednesday 7<sup>th</sup> February. A schedule of events is being prepared. W Cherry has donated high value prizes to a raffle to be held on the day. The next team meeting will be on Tuesday 10<sup>th</sup> March, 7pm. Everyone is welcome to attend.</p> <ul style="list-style-type: none"> <li>Proposal for the Parish Council to donate £500 towards the cost of the Tea Dance for over 75s. The Parish Council agreed to make £500 available if funds are required: proposed by C Stevens, seconded by I Whittaker-Axon, everyone was in favour. It was agreed that residents over 75 will attend the event for free.</li> </ul> <p>Rowde Youth Council has kindly agreed to pay for the Punch and Judy show for the event.</p>	
13.	<p><b>Grounds Maintenance</b> <u>Monthly Update</u></p> <ul style="list-style-type: none"> <li>Weed killing along the pavement areas will commence when the weather improves.</li> <li>The Grounds contractor was asked to cut the grass on the playing fields before the VE day event on Friday 8<sup>th</sup> May 2020 and to take away the grass on this occasion. It is agreed there will be an extra cost for this.</li> </ul>	
14.	<p><b>Use of the large playing field</b> <u>Review of condition of the pitch</u></p> <ul style="list-style-type: none"> <li>There has been a request by the Bootcamp instructor to store items at the Large Playing field. This will be discussed at the next Parish Council meeting.</li> <li>The portable toilets, arranged by Bishops Cannings Football team, need emptying. J Dalley will speak with the football team about this.</li> </ul>	JD
15.	<p><b>Allotments Update</b> <u>Security issues</u></p> <ul style="list-style-type: none"> <li>C Stevens will send through details of which CCTV camera the Parish Council should purchase.</li> <li>There has been some wind damage. There is a tree fallen behind plot 25, along the fence line. The Parish Council grounds contractor has been asked to remove the tree.</li> <li>It was requested for the hedge along the allotment and playing field to be cut before the end of March. The grounds contractor will discuss with J Dalley &amp; C Stevens to confirm that height will be no lower than 8ft.</li> </ul> <p><u>Donation</u></p> <ul style="list-style-type: none"> <li>Thank you to Jim Butler for his kind donate of digestate for use on the allotments.</li> </ul>	Clerk
16.	<p><b>Village Amenities</b> <u>Update on the quotations for RoSPA recommended repairs to playgrounds</u></p> <ul style="list-style-type: none"> <li>The Clerk has obtained three quotes for repairs to the play areas as outlined by the RoSPA report. It was agreed by the Parish Council to have the igloo treated and areas of wet pour surfacing cut back and refilled. All other items will be repaired in-house by the Parish Council. It was agreed to pay for the repairs outlined above, proposed by C Stevens. Seconded by J Dalley.</li> </ul>	Clerk

17.	<b>Communications update</b> <u>Facebook</u> <ul style="list-style-type: none"> <li>There were no Facebook updates.</li> </ul>	
18.	<b>Financial matters &amp; monthly invoices for January 2020 (total £4,881.75).</b> <u>January invoices breakdown</u> Admin costs: £1,308.50 Grounds maintenance: £654.99 Amenities: dropped kerbs, grit bins: £2,701.06 Meeting expenses: £217.20 <b>Total: £4,881.75</b> Payment for invoices were proposed by L Wills, seconded by C Stevens. All Councillors were in favour.	
19.	<b>Diary dates</b> <u>The Common:</u> There will be a meeting for residents and interested parties on Wednesday 26 <sup>th</sup> February 2020, in the Skittles Alley, Cross Keys. <u>VE preparation meeting:</u> Tuesday 10 <sup>th</sup> March 2020, 7pm, Village Hall. <u>Devizes Area Board meeting:</u> Monday 16 <sup>th</sup> March 2020, 6.30pm, Devizes Library	
20.	<b>Correspondence</b> <u>Police report for Rowde</u> <ul style="list-style-type: none"> <li>On 08.01.2020 a vehicle was stopped by officers and the driver was arrested for possession of a class B drug.</li> <li>Overnight between 09-10.01.2020, unknown suspect/s have used unknown means to break the lock of a diesel tank in an attempt to drain it. Suspect/s have then stolen a cattle trailer from the rear of the farm building.</li> <li>On 26.01.2020 a car was stopped by officers and the vehicle was seized for having no insurance.</li> <li>C Stevens has volunteered to attend the Village Hall AGM. On Tuesday 3rd March, 8pm.</li> <li>L Wills has contacted Wessex Water about concerns that a ditch has been filled in at Rowde Primary School and that this could be contributing to localised flooding on A342. The ditch formed part of a condition of the original planning permission when the new school was built. The matter is being investigated by Wiltshire Council's planning enforcement department. The diocese is also looking into the matter.</li> </ul>	
	<b>Date of next meeting</b>  <b>Parish Council meeting:</b> Wednesday 11 <sup>th</sup> March 2020. Everyone is welcome to attend all meetings.	

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

Signed: ..... Chairman Date: .....