

- **WOODBOROUGH
PARISH
COUNCIL**

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**Minutes of the Meeting of Woodborough Parish Council held on
Thursday 21st July 2022 at 7.00 pm in the Parish Room**

Present: Councillors Steve Napier, John Brewin, Josh Dear (left at 8.00pm) and Andy Towler.

Clerk Ruth Kinderman

Residents Tony Phillimore and Tim Atkins (Chairman, School Governing Body)

1. Apologies

Councillors Linda Winter and Johnny Paterson.

Unitary Councillor Paul Oatway.

Resident Brian Marnane.

2. Pecuniary and other Interests

Cllr Napier said that as a member of the Parish Room Management Committee, he would not vote on the application to fell an ash tree in the garden, which would be discussed under item 9 ii).

3. Minutes of the annual parish meeting held on 26th May 2022

Cllr Napier proposed that these be accepted as an accurate record; seconded by Cllr Dear, all in favour and signed accordingly by Cllr Napier.

4. Minutes of the annual meeting of the parish council held on 26th May 2022

Cllr Brewin proposed that these be accepted as an accurate record; seconded by Cllr Napier, all in favour and signed accordingly by Cllr Napier.

5. Matters arising

Cllr Dear had installed one 'No Parking' sign outside the church, on wooden stakes and was monitoring any reaction before proceeding with the remaining two.

6. Report from Woodborough School

Prof Tim Atkins, Chairman of the Woodborough School Governing Body, apologised for having unavoidably missed the annual meetings on 26th May.

He said that the school has faced a challenging year, starting with the fire last September; he thanked the whole village and wider area for the support and offers of help in the aftermath; the parish council for its support; and the Social Club, who had facilitated the school's responsibility to provide lunches for the children. The school had managed to

meet its obligations to provide continuous education, despite the initial setback of losses of facilities and resources; staff have risen to the challenge of working in the temporary classrooms, with reduced space and an active building site on the doorstep. Prof Atkins apologised for the temporary inconvenience caused by the building works and vehicular movements, and he thanked everybody for being patient; he was pleased to report that the work is on schedule and should be ready for the commencement of the new academic year in September.

The next phase of improvement, to remove the old mobile classrooms and replace with a brick-built extension to rear of the main school, is dependent on the outcome of the CiF bid (Condition Improvement Fund). If unsuccessful, the application for funds will be resubmitted next year.

Numbers on roll are currently 186, but with more leavers this term than new starters in September, the numbers on roll will drop to 175 in the new academic year; a contributing factor is the lower birth rate for next year's Reception cohort.

This year's SATS results have just been published and will shortly be available on the school's website. Woodborough's results were good, with especial improvement noted in reading levels, early years development and multiplication tests.

The school is keen to recruit more volunteers, to serve as governors or hear children read; anybody interested should contact the school office.

It was noted that recent extra-curricular events, such as the Camping Night and production of 'Alice', had been hugely successful.

7. Update from Wiltshire Council

Wiltshire Council has made an extra £200,000 available for white lining and £333,000 for a new gully-emptying team.

Cllr Brewin noted that he asked more than a year ago for the white '20' roundels to be repainted, and the white lines at the Church Road junction to be refreshed; he has contacted the Highways Engineer directly to pursue these items.

Cllr Oatway, as Vice-Chairman of the Dorset and Wiltshire Fire Rescue Service, had been involved in negotiations with the Ministry of Defence to provide civilian support to extinguish the fire on Salisbury Plain.

Clerk and Cllr Brewin had attended Wiltshire Council's 'Positive Conduct equals Positive Democracy' webinar. Clerk will circulate the webinar recording to all councillors. It was agreed that it would have been better for Wiltshire Council to postpone the webinar until it was ready to publish its new Code of Conduct, which it hopes all parish councils will also adopt to ensure consistency throughout the county. **Action:RK**

8. Payment and Finance

Current Account (Lloyds, reconciled to date) £356.37

Deposit Account (Lloyds, Including interest to date) £22,734.69
[of which £9,135 is categorised as non-ringfenced / 'free reserves']

Payments made since the last meeting in accordance with Appendix A (Table 1) of the Financial Regulations, and approved at this meeting:

| | | | | |
|------------|--|---------|--------|------|
| 27/05/2022 | Cllr Napier- refund for face painting kits for PPP | £35.98 | VATn/a | S137 |
| 30/05/2022 | Bounce Squad Swindon | £60.00 | n/a | S137 |
| 01/06/2022 | Cllr Napier - re-imburse cake prize for PPP | £19.75 | n/a | S137 |
| 02/06/2022 | Mrs J Paterson - ice creams for PPP | £27.90 | n/a | S137 |
| 02/06/2022 | Cllr Napier - re-imburse general prizes for PPP | £45.55 | n/a | S137 |
| 13/06/2022 | Bancroft Wines - Annual Meeting - expenses | £31.50 | +£6.30 | S137 |
| 20/06/2022 | Cllr Napier - re-imburse gen/fuel cost for PPP | £29.72 | +£5.95 | S137 |
| 24/06/2022 | Charlton Baker-payroll services-April & May | £23.34 | +£4.66 | S111 |
| 29/06/2022 | Clerk's salary - June | £110.00 | n/a | S111 |
| 30/06/2022 | Charlton Baker-payroll services-June | £11.67 | +£2.33 | S111 |

Payments approved at this meeting:

| | | | | |
|------------|--|---------|--------|------|
| tba* | Clerk's salary - July (estimated) | £110.00 | VATn/a | S111 |
| 22/07/2022 | Hall Hire - July | £13.00 | n/a | S111 |
| tba* | Charlton Baker - payroll services - July | £11.67 | +£2.33 | S111 |
| 22/07/2022 | PCAP - annual donation | £100.00 | n/a | S137 |
| 22/07/2022 | Clerk - re-imburse for laminator pouches | £9.99 | n/a | S111 |
| 22/07/2022 | Clerk - re-imburse for noticeboard maintenance items | £44.48 | +£7.41 | S111 |

tba* - to be paid on receipt of invoice

Current and Reserve account statements and balances were emailed to all councillors prior to the meeting and were available for perusal at the meeting.

The 'Receipts & Payments & Budget Performance' spreadsheet was emailed to all councillors prior to the meeting and was available for perusal at the meeting.

The final account for the PPP was emailed to councillors. It was agreed that the expenditure represented excellent value for money.

An updated Reserve Account statement and forecast to Q1 2023 was emailed to councillors. This is germane to forecast expenditure in October for the footway extension project.

9. Planning Update

i) To note decisions by Wiltshire Planning Department

PL/2022/03486 – Foxley - Works to include the removal/felling of 9 white Cedar trees, and stump grinding

PL/2022/03559 – Merrylands - Erection of single-storey rear extension

PL/2022/03786 - Bonnington House – fell ash tree

PL/2022/04123 – The Nook – cut back overhanging sycamore branches to boundary; remove front stem from holly; remove stubs and cut back holly to boundary

All four applications had been approved by Wiltshire Council since the last meeting.

ii) To consider new planning applications

PL/2022/05040 and PL/2022/05368 LBC – Silverton Cottage - Structural tie (internal) to crack, stitching of crack, remedial retention works to bulging façade, French drain, chimney pot replacement, brick repairs.

It was agreed that these are necessary structural works and will not alter the appearance on the property in any way. No objection.

PL/2022/05611 – Woodborough Parish Room – fell ash tree

This application had been received since publication of the agenda.

It was agreed that there was no objection; the tree has advanced dieback.

Cllr Napier noted that the tree surgeon will leave the wood in manageable pieces which will be available for parishioners.

10. Defibrillator update

The defibrillator which was previously at the Garden Centre has been successfully relocated in a new cabinet on the wall of the Parish Room and re-registered with SWAST. Clerk has signed a new contract with SWAST for this defibrillator and for a new one to be installed at the Social Club.

It was agreed that signposts to the defibrillator at the Parish Room should be erected at the Church Road junction and at the end of the footpath near the Central noticeboard.

Cllr Brewin will explain the electricity usage and payment procedure to Barbara Reeder, Treasurer to the Parish Room Management Committee. **Action:JB**

SWAST has reported a shortage of components and batteries due to a global supply chain crisis and this may delay delivery of the new machine for the Club.

Clerk had written to all business at Woodborough Yard, three of whom had responded and are willing to contribute to a new defibrillator on site.

It was agreed that Clerk should write to businesses with an update to the situation before a definite decision is taken. It was noted that residents at Freetrade are disappointed to no longer have a defibrillator nearby. **Action:RK**

It was agreed to explore the First Responder scheme, which provides volunteers with training and first aid equipment, including a defibrillator. **Action:RK**

11. Community Speedwatch

Cllr Brewin reported that Caroline Allen is planning a rota of duties for after the holiday period.

It was agreed that the project has been very successful. It was agreed that if the second site is approved, extra team members will be needed and that volunteers should be sought now, and training arranged, in preparation. **Action:RK**

Cllr Brewin reported that the question of the second site along the C38 has now been sent to the Police and Crime Commissioner's office (PCCO) and unless resolution is

achieved shortly, a formal complaint to the PCCO about poor communication and lack of action will be considered.

12. Areas of Responsibility

Footpaths, Rights of Way – Cllr Dear reported that he and Jim Gosling have achieved some strimming and hedge cutting where necessary. There was no response to an appeal for help on the WhatsApp group.

PCAP had approached the parish council about WOOD20, the footpath behind the garden centre, following a complaint from a visitor to the Pewsey Vale. It was agreed that Cllr Napier will contact the landowner to establish responsibility for the different sections of the footpath.

Action:SN

Further to item 5, Cllr Dear reported that the PCC would like a second 'No Parking' sign to be installed on the other side of the church gate. It was noted that PCC members are rarely able to park, due to other vehicles on the site, when they arrive for church maintenance duties.

Action:JD

Cllr Dear suggested that the PCC could consider a company like One Parking Solution to control parking on their property; residents could be supplied with permits for visitors. Cllr Napier will pass the suggestion to the PCC.

Action:SN

Parish Room – Cllr Napier reported that the £2000 grant from the Area Board has been received, most of which will pay for the removal of the ash tree. Weeds have been removed and residents Tessa Hickey and Barrie Coleman have planned and priced the work to be done to complete the garden area. Els Brewin is making some new window blinds.

Cllr Winter is applying for a lottery grant to help with further expenses. The kitchen needs refurbishing with the addition of a new oven if possible.

Cllr Napier hopes to hold a fundraising event next summer, possibly a 'Wood(borough)stock' type festival.

LHFIG(CATG)/Highways – Cllr Brewin had attended the recent LHFIG meeting where it had been reported that design work for the extended footpath along the C261 is progressing and that Highways will obtain a new estimate from Scottish & Southern to relocate the electricity support pole.

It has been confirmed that a topographical survey is not required to enable the design to be completed. The design and revised estimate will be presented at the next LHFIG meeting on 26th October. Assuming a satisfactory funding formula can be agreed at that meeting, this issue would be one of the two issues to go forward from the Pewsey LHFIG to the SHSF bidding process that will take place in November.

Cllr Brewin reported that a solar panel is unnecessary for the telephone kiosk as an electrician had established that there is sufficient power present; he will replace the burnt-out light tubes when he comes to the village to install the new defibrillator cabinet at the Social Club.

Clerk reported that two 'No parking' cones have been crushed recently, one at the crossroads and one on the Social Club apron, reducing the number of spares from four to two.

13. Diary dates and Correspondence

The annual PCAP report and request for donations from parishes had been circulated to all councillors. A donation to PCAP of £100 was included in this parish council's budget for 2022/23 and will be sent shortly. **Action:JB**

PCAP has a new contact with the Canal and Rivers Trust and is collating problems from relevant parishes to be addressed. It was agreed that there were no apparent problems along the tow path in this parish.

Wiltshire Council has announced Idverde as the successful candidate for the new Streetscene contract.

Salisbury City Council has commenced the public consultation on its Neighbourhood Development Plan.

Saturday 6th August – Pewsey Youth Engagement Day – 1200-1800hrs. Any club or organisation interested in having a stall should contact Pewsey Parish Council.

A request from a resident for the parish council to support Woodborough Quiet Time had been circulated to all councillors. It was agreed that the idea of a mutually agreed quiet day(s), with no mowing or strimming, is commendable but unenforceable. It was agreed that to be successful, it needs to be a 'grass-roots' effort. Clerk to respond to the resident and suggest that he field the idea to his neighbours and on the Community WhatsApp group, with an invitation to pass a summary of feedback to the parish council. **Action:RK**
Woodborough had achieved second place in the first round of the Best Kept Village Competition, with Rushall scoring a very high mark to come first.

14. Any Other Business

It was noted that the stiles between the railway and the Seven Stars at Bottlesford are still in need of attention; Cllr Napier will send photos to Clerk for upload to MyWilts.

Action:SN/RK

Residents noted that the stile before the green footbridge over the railway is wobbly and that the non-slip surface makes turning difficult. Clerk to inspect and report to Network Rail as necessary.

Action:RK

15. Dates of Next Meetings

Provisional dates for the remainder of 2022 are:

Thursday 15th September

Thursday 3rd November

Thursday 15th December

Meetings to be held at 7.00pm in the Parish Room