

**WOODBOROUGH
PARISH
COUNCIL**

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Minutes of the meeting of Woodborough Parish Council held on
Thursday 18th January 2024 at 7.00 pm in the Parish Room

Present: Councillors John Brewin, Linda Winter, Chris White, Andy Towler and Johnny Paterson.

Unitary Councillor Paul Oatway until 7.15pm.

Clerk Ruth Kinderman

Residents Caroline Allen, Michael Farr, Rachel Farr, Roy Scott and Jo Cooke.

1. Apologies

Cllr Brain Marnane.

Adrian Lythgo.

2. Pecuniary and other Interests

None.

3. Minutes of the meeting held on 16th November 2023

Cllr Paterson proposed these be accepted as an accurate record; seconded by Cllr Towler and signed accordingly by Cllr Brewin.

4. Matters arising

Clerk has taken delivery of the new cabinet and defibrillator from SWAST. The posts have been installed; the electrician, Geoff Collins, is booked to wire in the cabinet.

5. To co-opt Adrian Lythgo

Cllr Brewin proposed that Adrian Lythgo be co-opted on to the council; seconded by Cllr White with no objections.

6. Update from Wiltshire Council

Cllr Oatway reported that the C38 at The Sands has now been visited at various times by four Highways engineers, with the most recent survey having taken place yesterday. Cllr Oatway had been advised that this stretch of road is not included in the Five-Year Plan. Cllr Oatway noted that elsewhere in his division, the A342 had been resurfaced in places where it was less necessary than others, and that the Alton-Wilcot road had been improved again, whilst the C52 at Hare Street has been neglected altogether for many years. Cllr Oatway reported that Samantha

Howell, Director of Highways, had noted at the Area Board Highways Matters Event on 27th November that roads in the Pewsey Vale were the worst in the county. Cllr Oatway noted that with the weather, Downs and the Plain all playing their part, geographical location is one factor contributing to the state of the roads; on the other hand, making wrong decisions about priorities in the 'forgotten east' of the county is the main reason, in the light of which Cllr Oatway intends to liaise with Unitary Cllr Jerry Kunkler (Chairman, Pewsey Area Board) and find out how the Five-Year Plan is decided, and who chairs the decision-making committee.

It was agreed that the parish council should write directly to Samantha Howell expressing deep concern over the state of the roads generally throughout the Pewsey Vale West division, whilst focusing on The Sands, explaining that Cllr Oatway has been aware of this matter for several years, attending parish council meetings regularly to discuss it. It was agreed to ask why The Sands is not included in the Five-Year Plan, despite promises made in the past, and to find out the purpose of yesterday's survey, its outcome, and any resulting action.

It was noted that no answers had been received to questions submitted to the Highways Matters Event; Cllr Oatway suggested this may be followed up at the next Area Board meeting to be held on 3rd March. Cllr Brewin said that the delay in publishing the answers was completely unacceptable. **Action:RK/all**

7. Payment and Finance

Current Account (Lloyds, reconciled to date) £750.81

Deposit Account (Lloyds, Including interest to date) £22,464.32

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

27/11/23 Charlton Baker - payroll service – Nov	£12.92 + VAT	£2.58	S111
27/11/23 Clerk's salary November	£120.00	n/a	S111
28/12/23 Clerk's salary - December	£120.00	n/a	S111
27/12/23 Charlton Baker - payroll service – Dec	£12.92 + VAT	£2.58	S111

Payments approved at this meeting:

19/01/24 Hall Hire – January	£20.00	n/a	S111
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The 'Receipts & Payments & Budget Performance' spreadsheet was emailed to all councillors prior to the meeting, and was available for perusal at the meeting.

The sum of £259.55 has been spent on behalf of the Parish Room; the sum of £90.45 remains available until 31st March 2024.

In response to a question from the floor, Cllr Brewin said that £14,000.00 is held in reserve for two items; approximately £4000.00 for maintaining the field

footpath and £10,000 for a contribution towards extending the footway between Leabinloch and the stream. The bid has been re-submitted to the Sustainable Highways Fund; results of this round are due to be announced in January. It was noted that parish contributions towards LHFIG works have increased to 20%, from the 10% which was expected at the commencement of this project.

Idverde had quoted £247.25 (excluding VAT) to supply and install a post-mounted bin in Church Farm Lane.

Idverde had quoted an annual charge of £877.56 (excluding VAT) to empty three bins, £292.53 for each bin, with no distinction made for varying frequency of visits. The bin by the Central Noticeboard is emptied monthly at present; the bin opposite the Social Club is emptied fortnightly. It was agreed to research alternative service providers before proceeding with the installation of a new bin in Church Farm Lane.

Clerk noted that Idverde is concentrating its resources on fulfilling its contractual commercial obligations to Wiltshire Council.

It was agreed that the Idverde contract would not be renewed based on the current quotation; unless the current quotation could be limited to a 30% increase (absolute maximum) the contract would be terminated and an alternative operator would be sought. **Action:RK**

It was also agreed that a contribution could be made to LHFIG towards the installation of two new 'Horse Warning' road signs at The Sands. **Action:JB**

8. Planning Update

i) To note progress of applications/decisions by Wiltshire Planning Department

PL/2023/06627 - 1 Brow Cottages - application restarted - Change of use of land into domestic garden curtilage and erection of a detached outbuilding for use as a home office/additional accommodation

Wiltshire Council had approved this application subject to the installation of a bird box and a bat box, and subject to the structure and land remaining ancillary to the main dwelling.

PL/2023/08166 - Hartwood House - Extension and alteration works including replacement of the former single storey extension at the rear with a new 2-storey rear extension and a single storey orangery; replacement and repositioning of garage; new greenhouse.

Approved by Wiltshire Council subject to several conditions including the restriction of external lighting and provision for bats.

PL/2023/08395 – Glebe House - T1 Goat Willow - Crown reduction up to 2.5 metres; T2 fell Ash tree.

Approved by Wiltshire Council.

PL/2023/09215 – Underhill - Erection of 1 no. dwelling with associated access, parking, landscaping and private amenity space.

The decision date is now shown as 13th February. Cllr Oatway will inform the parish council once he has a response to his request to the Planning Department for any updates or revised plans. It was noted that neither the Planning Officer nor the Highways Department considered the original proposals to be satisfactory.

PL/2023/09577 – 2 Brow Cottages – fell conifer on left-hand side of driveway to clear sightlines for exit by car or foot.

Approved by Wiltshire Council.

PL/2023/09800 – The Nook – cut back to boundary overhanging holly, ash and willow.

Approved by Wiltshire Council.

PL/2023/09801 – Orchard House - T1 coppice hazel; T2&T3 – fell yew trees; T4 reduce hedge and remove dead elms; T5 cut back.

Approved by Wiltshire Council.

Further to comments recorded on 16th November, and objections submitted by this parish council, the Planning Department had advised that reasons for felling trees at Glebe House and Orchard House had been obtained and accepted.

ii) To consider new planning applications

PL/2024/00311 – Hartwood House – various treeworks.

Clerk to circulate details of this notice which had been received today. **Action:RK**

9. Community Speedwatch

Caroline Allen reported that sessions will recommence in February; it was inferred that neighbouring CSW teams also take a break during the cold wet weather, as nobody had requested the shared speed camera during the winter.

Clerk reported a slight delay to the speed survey (metro-count) booked for The Sands, due to a survey re-run required in Manningford. It was noted that the strips will be installed to the north of the Hurst Lane junction, which may be far enough away from the worst of the road surface to counteract any impact on results due to vehicles being obliged to reduce speed to avoid the pot holes and ridges.

It was noted that high-viz clad mannequins are being deployed effectively in Rushall. Clerk to make enquiries as to costs, any necessary permission from Highways, and any licences required for initially siting and then relocating them.

Action:RK

10. To reassign Areas of Responsibility

A revised 'List of Members', showing their roles and responsibilities, will be published on the website when it is finalised, and before the 31st of March this year.

Action:RK/JB

A Vice-Chairman will be elected in due course.

Clerk advised that parish steward tasks should be requested through the Highways spreadsheet as appropriate, until a named steward is recruited for this parish. Tasks to be requested for 5th February include; drain clearance by Leabinloch; straightening the WOODBOROUGH nameplate north of the railway bridge; potholes in Church Road; potholes opposite Mortimers. Any other task requests should be communicated to the Clerk next week. Cllr Brewin noted that, whilst some other parishes were unhappy with the parish steward system, Woodborough has experienced a productive and effective relationship with their allocated parish stewards over the past few years, and sought to continue that relationship. **Action:RK/all**

It was noted that the Wiltshire Gully Team had cleared one drain outside Donkey Meadow but had not done the opposite side.

It was noted that Upavon Parish Council are coordinating local parishes around the upper Avon to discuss and pre-empt future flooding incidents; it was agreed to request that this parish remain informed. It was noted that Wiltshire Council's flood warden scheme is geared towards the southern part of the county.

11. Diary dates and Correspondence

Thursday 18th January – PCAP is meeting this evening – a list of long-term pot-holes has been submitted as requested, in order for PCAP to escalate the poor state of roads to Wiltshire Council.

Tuesday 30th January – WALC – all day at Chippenham - information and training for forthcoming legislation to be known as Martyn's Law. It was noted that the legislation is for events and venues with a capacity exceeding one hundred persons; the training is aimed at larger councils.

Wednesday 31st January – LHFIG – online – Cllr Brewin to attend. **Action:JB**

Comment from the floor suggested that the household which had requested the signs (item 7) should be asked to contribute towards the cost. It was noted that Broad Street is a main north-south route and that warning signs would benefit all road users. It was agreed that the precedent of asking significant beneficiaries to contribute towards parish projects had been set, with the funding obtained from Woodborough Yard businesses for third defibrillator. It was agreed that the relevant household could be approached once a costing is received from LHFIG.

Clerk to circulate the official invitation for parishes to take part in celebrating D-Day 80 on 6th June. **Action:RK**

The quarterly police report is attached as an appendix to these minutes.

The government consultation on Street Vote Development Orders is running until 2nd February. The proposed legislation will allow for all households within the affected street to vote on building proposals which would not normally be

granted under planning policy. It was agreed that further legislation is unnecessary.

Action:RK

Comment from the floor suggested that the parish should reconsider its decision not to produce a Neighbourhood Development Plan (NDP). It was considered that an NDP can provide a baseline for reference when considering planning applications, with regards to key features, style and the extent to which a proposal is in keeping with the village. Comment from the floor suggested that residents should have the opportunity to say what they would like to have in the village.

Clerk to look for a previous Village Design Statement, which may have been used by former councillor Jim Fletcher when conducting a village questionnaire. More recent attempts at encouraging a proactive approach to development and change in the village had focused on Let's Talk About Woodborough sessions. **Action:RK** It was noted that NDP's are time-consuming and expensive to produce, with limited legal standing. It was noted that NDP's are expected to allocate land for new housing.

Clerk advised that the new National Planning Policy Framework (NPPF) allows some protection for NDP's less than five years old; the recently published NPPF briefing note will be circulated to all councillors with the draft minutes

It was agreed to review this parish council's NDP strategy in six months.

A resident had suggested that households should group together to keep their nearest drain clear of debris. It was agreed to give the idea further consideration.

Action:RK/all

12. Any Other Business

Mr Michael Farr explained that he had successfully bid for the three garages at Bondfields, which had recently been auctioned by Aster. He is looking forward to having some additional storage space, allowing him to re-purpose his outbuilding if he wishes to; he will also consider renting out one or two of the garages, offering them to Bondfields residents first.

The lot included the whole parcel of land which had belonged to Aster, most of which is registered as a village green; Mr Farr pointed out that it is illegal to park on a village green and that therefore he will be applying to Wiltshire Council to have the boundary of the village green redrawn to include only the grass, rather than most of the driveway and parking spaces as at present.

Mr Farr said that he will be taking out public liability and buildings insurance; in response to questions, Mr Farr said that the fabric of the garages is reasonable. Mr Farr emphasised that retaining the parking spaces for the use of residents was one of his aims when bidding for the lot, in order to avoid any possibility of those vehicles being parked elsewhere along Church Road.

In response to questions about maintenance of the grassed area, Mr Farr said that Aster had previously charged an annual levy to relevant households. He will ensure that this is discontinued now that Aster is no longer responsible for its upkeep. As it is a registered village green, Mr Farr would prefer that the parish

council takes some interest in its future and he would expect that Bondfields residents will be consulted accordingly.

Cllr Brewin thanked Mr Farr for his contribution to the meeting, and requested that Mr Farr send the information he had shared in a written briefing note to the parish council, including a copy of his plans of the purchased lot. Cllr Brewin agreed with Mr Farr that the meeting minutes should broadly reflect what had been said at the meeting. Cllr Brewin said that the parish council may need to take advice based on the legal position Mr Farr had brought to the attention of the council; in that case it will be important that the council has as much accurate information as possible.

Comment from the floor questioned the co-option of a councillor in his absence. Clerk said that there was nothing in Standing Orders that precluded such a process.

13. To set date of Next Meeting

Thursday 14th March at 7.00pm in the Parish Room.

Meeting closed at 8.40pm



Woodborough

Quarter 4 2023

Woodborough Report

Crimes and incidents

Wiltshire Police record crimes and incidents in accordance with the National Crime and incident recording standards. Not all incidents that one would consider a crime are necessarily classified as a crime for recording purposes.

NB- The below statistics do not account for incidents that police respond to but do not need any follow up (Road traffic incidents, minor incidents of Anti-social behaviour)

From: 1st Oct 2023- 28th Dec 2023

0 crimes and 0 incidents has been recorded in the Woodborough Parish area.

0 Dwelling burglaries have been reported

Having reviewed the crime data for the area – There are no apparent trends that are presented or a series of crimes that are linked.

Speed enforcement

Both the local Neighbourhood Policing Team and the Speed Watch Enforcement Team have conducted several pro-active checks in the local area. Speed enforcement has taken place at 28 different locations in the Pewsey area between October- December 2023. During this period, 141 drivers have been offered speed awareness courses, 9 drivers have been issued with a fine and points on their license and 0 drivers have been reported to court for excess speed. During this period, there have been several pro-active patrols made of the Pewsey area from Neighbourhood, Response and Specialist Operations teams which have resulted in the arrests of several drivers for drink/drug driving related offences.

Community consultations

Although we have not had a drop-in surgery in Woodborough itself, there have been 9 community engagements locally during this period.

During the lead up to Christmas, officers from the Neighbourhood Policing Team have been focusing on Operation Elf, which has involved numerous high-visibility foot patrols of the Devizes, Marlborough, and Pewsey areas to deter criminality such as shopliftings and offer crime prevention advice to businesses and members of the public. There have been several pro-active arrests and positive outcomes linked to thefts from retail businesses in the area during this period.



In the next three months we will be in the following locations.

4th January 2024 at Holy Cross Church, Great Bedwyn

8th February 2024 The Royal Oak, Wootton Rivers

15th February 2024, Burbage Coffee Morning, Burbage Village Hall

12th March, Bouverie Hall

The specific times of these surgeries will be advertised via community messaging. You and your residents can sign up for community messaging at www.wiltsmessaging.co.uk

Other local matters

- On Wednesday 20th December 2023, an 18-year-old male from the local area was arrested by Police after a vehicle was taken from the Wootton Rivers area without the owner's consent. The vehicle was later recovered by Police following a pursuit. The suspect was arrested on suspicion of aggravated vehicle taking, dangerous driving, failing to stop for Police and driving whilst unfit through drugs and driving otherwise in accordance with a licence. The matter currently remains under investigation.