

**WOODBOROUGH
PARISH
COUNCIL**

facebook.com/woodboroughparishcouncil
www.woodboroughwiltshire.org



**Minutes of the meeting of Woodborough Parish Council held on
Thursday 14th March 2024 at 7.00 pm in the Parish Room**

Present: Councillors John Brewin, Linda Winter, Chris White, and Adrian Lythgo.

Unitary Councillor Paul Oatway.

Clerk Ruth Kinderman

Residents Caroline Allen, Steve Warren, Geraldine Warren, Michael Farr, Ian MacDonald, Rebecca Osborne, Tony Phillimore, Andrew Cooke and Darrin Oldman (from 7.40pm).

Cllr Lythgo signed his Declaration of Acceptance of Office prior to the commencement of the meeting.

1. Apologies

Cllrs Brian Marnane, Andy Towler and Johnny Paterson.

2. Pecuniary and other Interests

None.

3. Minutes of the meeting held on 18th January 2024

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

4. Matters arising

Clerk has continued to chase responses to questions raised at the Highways Matters Event on 27th November 2023.

A response from Samantha Howell, Director of Highways, had been received, in which it was claimed that The Sands/C38 is included in the Five-Year Plan. This stretch of the C38 had last been surface dressed in 2001. It was agreed that the response was insufficiently detailed.

The final invoice to Idverde had been paid; an agreement has been entered into with Tactical Facilities Management Ltd for the regular emptying of the two existing bins and the installation and emptying of a third bin at the end of Church Farm Lane.

The defibrillator by the barn at the Garden Centre is now ready for use.

LHFIG has approved expenditure of £500 on horse-warning signs for the C38 north of The Sands; contribution from the parish council to be confirmed.

Clerk reported that the high-viz-clad mannequin in Rushall is privately owned and deployed on the owner's land, rather than on the highway; the owner had liaised with police prior to deployment. Cllr White reported that silhouette cut-outs of police officers are cheaper than mannequins, with prices starting at £82.00. It was agreed to pursue this proposal with Highways. Cllr White will coordinate a rota of residents who are willing to host a cut-out officer. **Action:RK/CW**

5. Update from Wiltshire Council

Cllr Oatway reported that Wiltshire Council will be spending £40million on highways during 2024/2025, some of which funds have been received from central government; Wiltshire has 2700 miles of road to maintain, comparable with Cornwall. Samantha Howell, Director of Wiltshire Highways has accepted that roads within the Pewsey Community Area are the worst in the county. Cllr Oatway has escalated the matter to Cllr Richard Clewer, Leader of Wiltshire Council, who has agreed to visit the Pewsey Vale and the 'forgotten east'; Cllr Clewer has requested that Unitary Councillors should compile priority lists for highways works within their areas. Cllr Oatway has submitted The Sands/C38, together with the Marden Road and the A342 at Conock; these requests will override the Five- Year Plan. Citing the staggered junction at Alton Priors, where the road has already broken up again, Cllr Oatway noted that Highways needs to evaluate the quality of work done, as well as where it is done.

Cllr Brewin noted that Wiltshire Council focuses on A-roads to the detriment of C-roads, which need just as much attention due to heavy use by agricultural traffic. Cllr Brewin noted that road-edge breakdown has become more of a problem than pot-holes.

Comment from the floor noted that the failure to maintain ditches has resulted in the roads becoming conduits for rainwater, thus hastening the erosion of the road edges.

Cllr Oatway said that management of ditches has now become a priority for Wiltshire Council, with new ditch equipment focusing on areas with high flooding and then making its way across the county. Cllr Oatway noted that landowners are also responsible for ditch maintenance, where ditches are on their land. Cllr Oatway reported that the new pro-active discretionary gully service will operate in a similar way to the parish steward scheme; Clerk confirmed that request sheets have been submitted to Highways for the first gully visit to this area next week.

6. Payment and Finance

Current Account (Lloyds, reconciled to date) £84.50

Deposit Account (Lloyds, Including interest to date) £22,013.59

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

25/01/24 Charlton Baker - payroll service – Jan	£12.92	+ VAT£2.58	S111
28/01/24 Clerk's salary January	£120.00	n/a	S111
21/02/24 GPC Electrical - defib power connection at garden centre	£225.00	n/a	S137
21/02/24 Clerk – reimburse third waste bin	£190.75	+VAT£38.15	S137
26/02/24 Charlton Baker - payroll service – Feb	£12.92	+ VAT£2.58	S111
28/02/24 Clerk's salary - February	£120.00	n/a	S111
29/02/24 Clerk – reimburse printer	£60.74	+VAT£12.15	S111
06/03/24 Idverde – final payt waste emptying	£18.50	+VAT£3.70	S137
06/03/24 Tactical Facilities – new waste bin installation and new emptying contract	£81.11	+ VAT£16.22	S137
10/03/24 Community First Zurich Insurance Premium 2024/2025	£209.15	n/a	S111

Payments approved at this meeting:

15/03/24 Hall Hire – March	£20.00	n/a	S111
----------------------------	--------	-----	------

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

The VAT Reclaim Form 126 has been submitted to HMRC.

7. Appointment of Internal Auditor

Cllr Brewin proposed that Auditing Solutions be reappointed as the internal auditor for 2023/2024; seconded by Cllr Lythgo with no objections. It was agreed to consider changing the auditor next year. Cllr Brewin noted that 'small authorities' are exempt from changing their Internal Auditors on a regular basis.

8. To approve updated asset register for 2023/2024

The asset register had been circulated to all councillors prior to the meeting; it was noted that SWAST will be sending a photograph shortly of the new

defibrillator near the Garden Centre. It was noted that a new printer has just been purchased; picture to be uploaded once a new laptop has been obtained. Both items will replace those initially bought with government funding, which scheme was to assist parish councils' compliance with the 2014 Transparency Code.

9. To approve risk assessment for 2024/2025

The Risk Assessment had been circulated to all councillors prior to the meeting; Cllr White proposed that this be approved, seconded by Cllr Winter with no objections.

10. Planning Update

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

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

It was noted that no new documents have been uploaded to the Wiltshire Planning Portal. Cllr Oatway reported that Planning Officer Lucy Dowd-Rutter has requested more significant revisions than those already offered in place of the original proposals. The Planning Department will withdraw the application unless further revised documents are submitted within the next few weeks. It was agreed that a close watch would be kept for any developments regarding this application.

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

Approved by Wiltshire Council.

PL/2024/01585 – Church Rooms - 2 x Ash trees – fell

Withdrawn by the applicant; it would appear that Wiltshire Council had already removed the trees.

ii) To consider new planning applications

None received at time of publication of the agenda.

11. Community Speedwatch

Caroline Allen reported that five out of ten planned sessions had been carried out at the end of February, with rain obliging the team to cancel the remaining five. The team has been effective, with 3-5% vehicles now exceeding the speed limit, in contrast to 8-10% a year ago. Wiltshire Police is holding a Day of Action at speeding hotspots on 26th March. Caroline said that Woodborough will hold its own 'Day of Action' between 2 and 6pm, with a break for the school pick-up; it is hoped that the Day can also be used to recruit new volunteers to the team.

A comment from the floor questioned the team's decision not to operate at school time or in the winter. Caroline said that the parking at school times creates a single carriageway, slowing the traffic anyway, and that it was felt that adding another element to the road scene in the form of CSW would not be safe due to the large number of cars, children and people already present. It was noted that the camera will record raindrops, thus distorting the results when it is used in wet weather. Caroline said that as the team consists of volunteers, police do not permit them to operate in conditions of ice or and poor visibility; neither is operating in the cold for an hour a particularly pleasant experience.

A question from the floor raised the possibility of having white lining to demarcate a pedestrian lane at the edge of the C261 through the village, and a Pedestrian warning triangle. Cllr Brewin will pass the comments to Highways. Cllr Brewin noted that any signage is governed by Department of Transport guidelines. It was noted that any further signage or road markings in the village could be seen as cluttering the village, and that Wiltshire Council, with the LHFIG has been following a policy of 'de-cluttering' for the last few years. **Action:JB**

12. Areas of Responsibility

All councillors were content with the revised List of Members and Responsibilities which will be uploaded to the website. **Action:RK**

Footpaths - Cllr Lythgo intends to make contact with all villagers who currently maintain footpaths of their own accord. Cllr Brewin noted that the parish council has a budget for footpath maintenance and village tidying. Cllr Oatway said that Area Board funding is available for formal footpath working groups. **Action:AL**

Parish Room – Cllr Oatway reported that a grant application is with the Area Board for consideration.

LHFIG – Cllr Oatway and Cllr Brewin reported a successful Sustainable Highways Fund bidding outcome, with £37,000 granted towards the £50,000 cost of extending the footway between Leabinloch and the stream. The parish council will contribute £10,000 to the project and LHFIG will contribute £3000. There is a possibility that works may take place during December; as a road closure will be necessary it is hoped that works can be scheduled to take place during school holidays. Cllr Brewin noted that extending the footway will greatly improve safety for everyone walking towards school from the bridge or from the east end of the

village. Cllr White reiterated his hope that a permeable material should be used, rather than concrete, to reduce water run-off into the road. It was noted that Wiltshire Council has changed its criteria for awarding new contracts to ensure works are more environmentally friendly.

Caroline Allen noted that as the new footway will affect traffic patterns and the current CSW site, it may become advisable to relocate the team further east along the C261 towards Church Lane. It was agreed to review the situation once the footway is complete.

The works will address the broken drainpipe under the road; it is hoped that the works may include replacement or repair of the safety railings along the stream edge.

13. Diary dates and Correspondence

Wednesday 20th March – Village Litter Pick –organised by the school as part of the Great British Spring Clean scheme– residents are welcome to join the pupils

Tuesday 26th March – 2-6pm - CSW Action and Recruitment Day

Thursday 11th April – 7pm - PCAP –Wootton Rivers – Cllr Brewin to attend.

Monday 17th June – Area Board –Cllr Brewin to attend

Further to item 12 on 18th January, an email had been received from Mr Farr, offering the parish council the option to rent, purchase or lease the grassed area at Bondfields, or to enter into some kind of partnered management of it. Cllr Oatway said that he had secured this parcel of land for the residents of Woodborough in 2016, when it was registered a Village Green. Cllr Oatway reported that the Wiltshire Council legal department has responded to the parish council's request for advice by stating that there is nothing to rent, purchase or lease.

It was noted that prior to sale last December, the grass had been mown by Aster. Mr Farr stated his opinion that if the green is for the community, the community should take some part in its management. Mr Farr said that the green could be used to meet demand for a play area or a community orchard, if demand is there. Mr Farr said that he intends to submit Form CA10 to Wiltshire Council, to apply for the boundary of the registered Village Green to be redrawn; Mr Farr hopes that this will address the legal issues relating to parking and driving on part of the registered green. Clerk noted that as the parking and garage access arrangements pre-date registration, this is not illegal; Mr Farr believed the legality of the situation is unclear. Mr Farr noted that he had bid for the lot in order to obtain the garages, rather than for the grassed area. Mr Farr hoped that the parish

council would consult with the residents of Bondfields as to the future of the green. Cllr Brewin noted that any development of The Green was probably illegal, and that any consultation is unnecessary if the status quo were to be maintained. Mr MacDonald noted that several properties at Bondfields do not have private parking; he hoped that the parish council would object to any attempt to re-draw the Village Green boundary, in order to protect the current parking arrangements, which may become chargeable to residents by Mr Farr should the lay-by and driveway be de-registered as Village Green.

Cllr Oatway will seek further clarification from the legal department and review the judgment whereby the Village Green was originally registered. Cllr Brewin stated no action would be taken by the parish council until such time as further advice was received from Wiltshire Council, and/or a Form CA10 was filed with Wiltshire Council. **Action:PO**

It was noted that Wiltshire Council had visited today to repair the streetlight overlooking the walk-way and grassed area, but had not had the correct equipment; Clerk noted that this streetlight has been in place for many years, and is denominated with a Kennet District Council reference number.

Post-meeting note – the police report has been received and is attached as an appendix to these minutes.

14. Any Other Business

Mr Phillimore questioned who is responsible for the hedging plants which have grown out of control at the top of the southern verge of Smithy Lane and are obscuring his view across the field; Mr Phillimore recognised that the trees are the responsibility of the landowner but believed that the hedge is the responsibility of the parish council, according to the terms of the lease. Mr Phillimore believed that the hedge plants now constitute a nuisance, contrary to the terms of the lease. Mr Phillimore stated that a previous parish councillor had resigned due to the parish council's apparent failure to respect residents' privacy; Clerk noted that the councillor had resigned after purchasing the field during footpath negotiations, not because of concerns about residents' privacy.

It was noted that the parish council is responsible for keeping the footpath clear of hedge overgrowth.

The need to distinguish between trees and hedges was recognised. It was agreed that some tidying up may be required. Cllr Brewin will inspect the path and the hedge, and may visit the landowner to review the trees and to discuss cutting back

the hedge plants. It was noted that Wiltshire Highways can enforce cutting back of overgrowth when the safety of road-users is at risk. **Action:JB**

15. To set date of Next Meeting

Thursday 25th April at 7.00pm in the Parish Room

~~Thursday 23rd May~~ – **Thursday 9th May** - Annual Parish Meeting to commence at **6.30pm** in the Parish Room, to be followed by the Annual Meeting of the Parish Council, after a break for refreshments.

Meeting closed at 8.45pm



Woodborough

Quarter 1 2024

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 Jan 2024 - 18th Mar 2024

1 crime and 1 incident 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.

The crime that occurred was back in February which involved 700L of heating oil being stolen from a farm in the area.

Speed enforcement

There were no speed enforcement checks made in the village in the first quarter of the year. There were however speed checks made in neighbouring villages during this period whereby two drivers were issued words of advice in relation to their speed.

Community consultations

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

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

18th April 2024 at The Royal Oak, Wootton Rivers at 11am -12am

10th May 2024 at Pewsey Vale Campus at 7pm – 8pm

20th June 2024, Great Bedwyn Holy Cross Church 12:30pm – 1:30pm

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

A man has been found guilty of grievous bodily harm with intent following a stabbing in Pewsey.

Luciano Marengi, 65, of High Street, Pewsey, had been charged with stabbing a man following an argument outside the Co-Op in Pewsey on September 4.

The victim fortunately suffered non-life-changing injuries.

Officers attended the scene and Marengi was arrested, charged and remanded in custody.

He pleaded not guilty but was found guilty yesterday morning (07/03) following a four-day trial by jury at Salisbury Crown Court.

He has been remanded into custody and is due to be sentenced at a later date.

Investigating officer DC Eleanor Darcy of South CID said: "This was a nasty incident which resulted in the victim suffering multiple stab wounds.

"I'm pleased that he has been found guilty and has been kept in custody ahead of his sentencing.

"I'd like to thank the members of the community who came forward during the incident to help detain Marengi and also keeping the weapon secure until the emergency services arrived.

"I'd also like to highlight the dangers of carrying knives and the use of weapons.

"There can never be an excuse to carry a knife – simply carrying a knife in public without good reason is an offence.

"Not only are you potentially going to cause someone serious injury, you're more likely to be stabbed with your own knife than anyone else's."