

## **OGBOURNE ST GEORGE PARISH COUNCIL**

### **FULL COUNCIL MEETING**

You are summoned to attend the Parish Council Meeting of Ogbourne St George Parish Council which will be held at the Village Hall, Ogbourne St George on Thursday 13<sup>th</sup> November 2014 commencing at 7:30pm, and at which your attendance is required.

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Paul Russell  
Locum Clerk to the Council  
Wednesday 5<sup>th</sup> November 2014

**TO ALL MEMBERS OF OGBOURNE ST GEORGE PARISH COUNCIL:** Cllrs  
Mudge (Chair), Iliffe, George, Tuckey and Sandison.

### **AGENDA**

- 1. APOLOGIES**
- 2. DECLARATION OF INTERESTS**  
Members are reminded that at the start of the meeting they should declare any known interests in any matter to be considered, and also during the meeting if it becomes apparent that they have an interest in the matters being discussed.
- 3. MINUTES**  
The Minutes of the Full Council meeting held on Thursday 11<sup>th</sup> September 2014 need to be agreed and signed as a correct record.
- 4. MATTERS ARISING**  
To consider any matters arising from the minutes that are not covered within the agenda including the matters below:
- 5. POOLE'S MEADOW DEVELOPMENT**  
A representative from Linden Homes will be present to provide a general update on the progress of the development.
- 6. POLICE REPORT**  
To receive a Police Report, if available.
- 7. FINANCIAL MATTERS**
  - (a) End of Year Accounts External Audit** – The 2013/14 External Audit has been completed. Please see the attached report outlining the external auditors comments.

- (b) **Draft Financial Regulations** – To consider and adopt the revised Financial Regulations that are based on the NALC Model.
- (c) **Standing Orders** – To consider and adopt the revised Standing Orders.
- (d) **Draft Budget 2015/16** – To consider the revised draft budget for Financial Year 2015/16. Council has been advised of the following key dates.
- 27 October 2014 – Individual Town/Parish Taxbase and top up grant allocations for 2015/2016 will be distributed. The top up grant for Ogbourne St George Parish Council will be £48.02. Its Tax Base is 214.03;
  - 3<sup>rd</sup> November 2014 - website tool to be made available (a separate e-mail will be circulated)
  - 16 December 2014 – Wiltshire Council Cabinet meeting to formally approve the 2015/2016 Taxbase
  - 23 January 2015 – Deadline for Town/Parish Councils to submit formally approved Council Tax Requirements to Wiltshire Council
  - 24 February 2015 – Wiltshire Council Full council meeting to formally approve the setting of the 2015/2016 Council Tax
- (e) **Internet Banking** – To formally resolve to sign up to Internet Banking.
- (f) **Hire of Village Hall** – In 2010 the then parish council decided to pay £50 a year to the village hall to help meet the costs of heating/lighting incurred by meetings. An additional amount was paid in 2011 due to several extra meetings being held no fee was paid in 2013. The Parish Council has been requested to consider paying a sum of £100 in 2014/15 for those costs incurred.
- (g) **Membership of CPRE** – To consider taking out an annual membership to Campaign to Protect Rural England. Cost is £29 per annum.
- (h) **Locum Clerk Costs** – To note that the Locum Clerk was engaged on SCP21 (£10.04 per hour. His formal duties commenced on 23<sup>rd</sup> May 2014. To date the Locum Clerk has been in the employ of Ogbourne St George Parish Council for 25 weeks. Hours to date have averaged out at 5 hours per week making a total cost to date of £1,255. Due to current financial pressures payment will not be made until there are adequate funds available.
- (i) **VAT & Other Refunds** – To note that the VAT refund of £1,983.29 has been received and a further refund of £181.91 from SSE has also been received.

**9. OUTSTANDING ACCOUNTS**

To consider and ratify the payment of the following accounts:

Payee	Description	Net	VAT	Total
Enlan Ltd	Grounds Maintenance	£1,200.00	£240.00	£1,440.00
Sally Utton	Dragon Expenses	£30.00	£0.00	£30.00
Grant Thornton	External Audit	£50.00	£10.00	£60.00
SSE	Electric Streetlighting	£156.85	£7.84	£164.69
<b>TOTAL</b>		<b>£1,436.85</b>	<b>£257.84</b>	<b>£1,694.69</b>

**10. VILLAGE HALL LEASE**

To note that the draft lease for the village hall field has been sent to the Salisbury Diocesan Board of Education by their solicitors who are awaiting instruction.

The draft lease for the Village Hall has been completed and is awaiting signatory.

**11. GROUNDS MAINTENANCE**

- (a) **Grounds Maintenance** – To consider tendering for the grounds maintenance contract for 2015. A draft specification is attached.
- (b) **Community Team** – To receive an update regarding the work of the Community Team, dates when they are in the area, work programme and how to raise requests.

**12. PLANNING MATTERS**

The following Planning Applications have been received from Wiltshire Council:

**Application:** 14/09222/FUL  
**Location:** Land adjacent to Park Close Ogbourne St. George Marlborough SN8 1SL  
**Proposal:** Erection of a New dwelling (Amendment to previously approved 14/04166/FUL)

**Application:** 14/09897/DDD  
**Location:** The Park High Street Ogbourne St George Marlborough Wiltshire SN8 1SL  
**Proposal:** Fell dead Horse Chestnut tree

**Application:** 14/10067/FUL  
**Location:** Sunnyview Ogbourne St George Marlborough Wiltshire SN8 1TA  
**Proposal:** Single storey side and rear extensions, first floor dormer extension and new front porch

Council is also requested to consider the following proposals which are currently being developed but which lie outside the Parish:

- 220 homes plus hotel development by the Crown Estates on land off Salisbury Road, Marlborough;
- Sheltered housing plus a nursing home on two sites;
- Redevelopment of Dean's Bridge Garage and adjacent area as housing.

**13. HIGHWAYS**

- (a) **50mph Speed Limit Zone Extension** – Please see the reply received from Wiltshire Council regarding this request and to consider the next steps. The matter was considered by the Community Area Transport Group (CATG) on 9<sup>th</sup> October 2014.
- (b) **Raised Pavement Request** – To note that the Parish Council has formally supported the request to provide a raised pavement at the bus stop outside the village hall.

**14. AIRCRAFT NOISE**

To note the update received below regarding this matter from Swindon Borough Council:

This is an issue that has been thoroughly investigated over the years, and there is limited ability for Swindon Council to take any action on the points you raise. Once a plane's wheels have left the ground, the plane is the responsibility of the Civil Aviation Authority. There are low flying limits but they do not apply while a plane is taking off, and with a plane needing to fly into wind this does seem to have the effect of seeing the planes over Covingham, Liden, Wanborough and surrounding villages like Ogbourne St George.

The CAA are the best place to lodge complaints about low level flying. Two and a half years ago Swindon Council agreed the principle of allowing a small housing development to happen on this site. And we aim to adopt our new Local Plan in December which will ensure it happens.

**15. POOR'S GORSE TRUSTEES**

To formally nominate the following people to be Trustees of the Poor's Gorse Village Charity:

- Michelle Cook
- Rachel Inglefield

**16. WEBSITE**

To note that following some issues with regard to the village website agendas, minutes and financial information are now being sent to the website hosts to be uploaded.

**17. STREET LIGHTING UPDATE**

To note that Kelly Murray-Fagan has started a new position within SSEPD entitled a Customer and Community Advisor covering the Wiltshire area. Her main responsibilities are looking after the welfare of customers and providing accurate updates during a power outage. During an outage she will focus on speaking with/visiting customers that are listed as a vulnerable customer on our Priority Service Register.

The Priority Service Register is not fully up to date and she is looking at how she can ensure that everyone who is in need of extra support/assistant during an outage is added to the register. She has offered to come and talk to the Council.

The following update regarding street lighting has been submitted by Cllr Illife:

1. There is now no maintenance contract with S&SE Contracting
2. No monies are due or owed to them
3. Any maintenance will be done at standard hourly rates plus materials costs. This will mean a judgement will have to be made as to the urgency of any works whilst we wait for information from W Council's lighting agents Atkins Global

4. Atkins Global has been chased up as of 1300hrs 7 Nov 2014 and have replied to say they are preparing their response as to the terms for the takeover of the Parish's lighting.
5. Any further costs will solely be, for the time being, the standing charge for the lighting's electric supply.

**18. SPEEDWATCH UPDATE**

To receive an update on the Speedwatch initiative.

Concern has been expressed regarding vehicles entering the village via Copse Drove which has raised a speeding concern. Sleeping policemen have been suggested as a deterrent.

**17. RECRUITMENT**

To consider the formal recruitment process of appointing a new Clerk to the Council. A draft advert, job description, person specification and timetable is attached for consideration.

**18. NEXT MEETING**

The next meeting of the Parish Council will be on Thursday 15<sup>th</sup> January 2015 in the Village Hall commencing at 7.30pm

**19. PUBLIC RECESS**

Prior to the completion of the Council meeting Members of the public are invited to make representations to the Ogbourne St George Parish Council on any matters relating to the work of the Council, any Parish related matters or to raise any issues of concern. (Public Bodies (admission to meetings) Act 1960)