



**Precept**

Clerk has sent complete and signed Precept form to SBC.

**Roadworks**

Clerk has e-mailed Streetsmart to enquire whether schedule of works includes repair to 4 roads in South Marston. Councillors clarified that there were two questions – when the resurfacing work delayed last year would take place along OVL and Highworth Road north to the bends, and the general state of potholes around the village. Peter McEnery should be contacted again regarding the budget for resurfacing, whilst the potholes can be reported to Streetsmart.

**Litter picking**

Clerk now ordering litter equipment for the volunteers. The volunteers were wary of clearing the litter on the verges north of Keypoint roundabout because of road safety issues. This should be left to StreetSmart

019/15

**Item 5 - Correspondence received to 16<sup>th</sup> February 2015**

No.	From:	Reference
1	Anne Davidson	Litter in South Marston
2	Nationwide	Volunteering

1. Noted -
2. Noted – Oak Tree Corner

**Action: BT to contact Nationwide volunteers**

020/15

**Item 6 - South Marston Parish Council Planning Sub Committee**

**Plans received to the 12th February 2015:**

**1. S/15/0008**

Proposal: Erection of 1 dwelling and associated works

Location Land adjoining St Michaels Cottage, Thornhill Road, South Marston, SN3 4SQ

**Comments:**

**No objection in principle but concern on car access arrangements to new dwelling. Did not want to see car parking in the layby adjacent to the road.**

**2. S/15/0053**

Proposal: Erection of two storey front and first floor side extension with 2 dormer windows and conversion of part of garage into habitable space

Location: 20 Church Ground, South Marston, SN3 4FL

**Comments:**

**No objection in principle but note that 2 new windows overlook two existing premises**

**3. S/OUT/14/0253 Revised**

Proposal: Outline application for employment development including B1b (research and development industrial), B1c (light industrial), B2 (general industrial and B8 (warehouse and distribution), new landscaping and junction to A420 (means of access not reserved)

Location: Eastern Villages South, Land at and to the South of A420 (Great Stall Middle), Swindon, Wilts

**Comments:**

**Our previous comments on this application refer. We are pleased to see proposed reduction in height. However, we would like a condition to restrict this to a maximum of 16m eaves height, since we are still concerned that any landscaping to prevent visual intrusion to Lock Keepers Cottages will take many years to achieve.**

**Item 7 - Reports from Working Parties: (Attached)****Communications Task Group****Tower & Tap Recruitment**

Verbal update from SBI.

There are two people who have expressed interest but the PC have yet to have an application from either. It was proposed to produce a further newsletter in March. The advertisement will be updated and included in March newsletter.

**Action: SBI to receive content suggestions for March newsletter from Councillors by e-mail**

**Web Admin**

Verbal update from SBI.

The Clerk has completed the short term trial – this will now be made permanent with a separate contract in addition to the current Clerk's contract.

Proposed – SBI

Seconded - AF

**Open Spaces Working Group – BT**

**Oak Tree Corner** – No actions to report. Sufficient funds are in the budget for remedial works. Future plans for the site are pending further discussions with interested parties.

**St Julian's Community Woodland** – WWT will award a portion of their Lottery Grant for improvements to the Woodland. WWT are enquiring whether the PC are willing to take over ownership of the Woodland.

Informed report will be presented to the March PC meeting

Allotments – Purchased Road planings are to be spread to increase car parking spaces.

**Bodleian Book Store** – Planting has resumed on the bund by the gateway

**Sevor Solar Farm (Nightingale Lane)** – Motor cycles have been using the permissive path to gain access to RoW footpaths. The entrance from Nightingale Lane is now boarded up pending the installation of a kissing gate funded by Eneco.

**Action – BT to bring Report on St Julian's Woodland Community ownership to March PC**

**Village Expansion Group****Meeting with LEA, School Governors and SMPC 22.01.15**

LEA Architect presented latest version of school building plans. Whereas there was general approval, there were concerns about proximity to the Hotel boundary and the impact on the present changing rooms and football pitches. SBC are looking at revisions to the plan which clarify plans and phasing of work affecting the southern boundary of the site

**Swindon Borough Council**

The Inspector's Report on the Local Plan has been published. SBC will now move to adopting the draft Local Plan, as amended, in March. The CIL enquiry has also been published.

A letter has been sent to HHL from SBC setting out the current position on their outstanding planning application. The letter states the main points of conflict and that there will be no further extension of time limits for revisions unless those issues are resolved.

**HHL**

The first meeting with HHL developers since April 2014 took place on 26<sup>th</sup> January. Despite conflict on the overall plan, it was agreed that SMPC will work with Nick Freer (DHA) on the design of the Village Centre.

	<p><u>Expansion Working Group Meeting – 09.02.15</u></p> <p>The group unanimously agreed to recommend to the PC that a Neighbourhood Plan is now undertaken (see Agenda Item 8)</p> <p><b><u>20 mph Zone</u></b></p> <p>It was proposed the SMPC apply for a grant of £23,000 from the Localities Highway Fund to fund the detailed design and costing work for the Zone in the centre of Village</p> <p>Proposed CM  Seconded Sbl  Agreed - All</p>
022/15	<p><b>Item 8: To register South Marston as a Neighbourhood Area</b></p> <p>SB presented a detailed report on the process of establishing a Neighbourhood Plan</p> <p><b><u>Recommendations</u></b></p> <p><b>1. That South Marston Parish Council applies for a designation of a neighbourhood area based on South Marston SPD area.</b></p> <p>Proposed: SB  Seconded: KM  Agreed: All</p> <p><b>2. That the PC set up a formal time-limited NP committee to deliver the process of producing a Neighbourhood Plan for the SPD area. The NP committee will draw on strategic advice from the existing Expansion Working Group. The NP committee will operate in a transparent manner, creating a separate web page on the South Marston website to publicise meetings, agendas and minutes. The Expansion Working Group retains its role in exploring development across the whole Parish.</b></p> <p>Proposed: SB  Seconded: TL  Agreed: All</p> <p><b>3. That appropriate publicity is undertaken to announce the work of the NP committee and an open invitation made to get involved in its work</b></p> <p>Proposed: SB  Seconded: CM  Agreed: All</p> <p><b>4. That the PC agrees the draft budget and delegates this to the NP committee to manage and monitor. The Financial Regulations of the PC will apply to use of this fund.</b></p> <p>Proposed: SB  Seconded: BT  Agreed: All</p> <p><b>Action - SB will formally apply for a designation of a neighbourhood area based on the South Marston SPD</b></p> <p><b>Action: SB to contact EWG members to invite membership of the NP committee</b></p> <p><b>Action: Clerk to obtain details of the availability of the Village Hall for NP committee meetings</b></p>
023/15	<p><b>FINANCE Statement and Cheques for Approval and Signature – 17.02.2015</b></p>

**Bank Account Statements Received**

Julian Hodge Bank at 9 <sup>th</sup> January 2015	110,395.27
Unity Trust Bank at 8 <sup>th</sup> January 2015	9703.75
<b>Total:</b>	<b>£120,099.02</b>

**ALTO Card**

	VAT	Amount
Balance b/f		<b>69.99</b>
Card Load Fee		0.50
Eurooffice (Printer Ink Cartridges)	21.12	126.70
Staples (Envelopes)	0.88	5.29
Vonage (Telephone)	2.82	16.89
Card Load Fee		-0.50
<b>Bank Transfers to Card (£149.00 + £180.00)</b>		<b>+329.00</b>
<b>Balance:</b>	<b>24.82</b>	<b>+£249.11</b>
<b>Top-up (not required February)</b>		<b>£0.89</b>

**Expenditure: Cheques for Approval and Signature**

Cheque Number	Our Ref	Payment	VAT	Amount
	103	Bank Transfer to Alto Card + £0.50 Fee		180.50
	103	Bank Transfer to Alto Card + £0.50 Fee		149.50
300135	104	Barry Thunder (Allotment Car Park Plannings)		130.00
300136	105	Joan Britton – January Salary		701.37
300137	106	Mercure Hotel (Expansion Working Group Meeting)	8.42	50.50
300138	107	Phil Benson (Hedge Cutting Allotments)	26.40	158.40
		<b>TOTAL</b>	<b>34.82</b>	<b>£1370.27</b>

**Income: Other**

Remittance	From	Amount
	Julian Hodge Bank – Interest (High Interest Account)	167.58
	<b>TOTAL</b>	<b>£167.58</b>

- **Cheques for approval and signature**  
Approved and signed
- **Finance Statement for Approval and Signature**  
Approved and signed
- **To formally agree on tenders for Auditors**  
Two Auditors tendered for the internal audit 2014/15. It was proposed that the tender should be awarded to Darkin & Miller  
**Proposed: BT**  
**Seconded: SY**  
**Agreed: All**

024/15

**Item 10: Miscellaneous Reports & Representatives from Outside Bodies**

	<p><b>SMRA</b> AGM will be held on 11<sup>th</sup> March 2015 in the Village Hall. Auditor's Formal Report on Annual Accounts awaited.</p> <p><u>Village Hall</u> Contractual arrangements are being put in place for the booking clerk/caretaker. Rental charges will be reassessed in the light of the need to fund increase in booking clerk/caretaker's increased working hours. Comparative hire costs from neighbouring halls are to be acquired. Work on front door will be done to prevent sticking. Looking to 'cage' ceiling lights to mitigate any safety risk.</p> <p><u>Recreation Ground</u> Football matches cancelled due to frozen pitches will be rescheduled.</p> <p><u>Impact of Expansion</u> Adequate account needs to be taken to maintain functionality of the changing rooms and pitches.</p> <p><b>SAC Report</b> <u>Code of Conduct</u> As previously advised SBC will no longer provide Ethical Training to Councils which do not adopt the SBC Code of Conduct. It was recommended that when the code of conduct is reviewed (usually June/July), SMPC may wish to adopt the full SBC code of conduct to give access to the ethical training in future. This was agreed.</p> <p><u>PC's presence at SBC Planning Committee</u> It was agreed that when the PC lodged a planning application objection, the planning officer should contact the Parish to explain the lack of justification for an objection under planning law and whether the PC still wanted to make objections. If the PC still wished to make an objection, the PC should endeavour to appear in person, but, if they were not, their views would be still taken into account by the planning committee.</p> <p><u>Superfast Broadband</u> SBC is currently in the middle of a procurement process for rollout of Superfast Broadband. There is still concern that the successful applicant may concentrate on target 'numbers' of connections, rather than tackle the 'hard to connect' rural area.</p> <p><u>Delegated Powers for Flyposting</u> SBC is considering allowing Parish Councils to take direct action for removal of flyposting, including estate agents signs etc.</p>
025/15	<p><b>Item 11: Matters brought forward by or with consent of the Chairman</b></p> <p><b><u>Parish Council Owned Car Park</u></b> Two parents have complained to PCSO Juliet Evans about inconsiderate car parking by other parents in the car park next to the school but as the car park is privately owned by the SMPC, the Police have no jurisdiction. BT highlighted that once the school expands and a new Village centre is opened, the SMPC may be responsible for car parking space up to 4 times the size of the current one with the possibility of space for coaches and emergency vehicles. This issue should be kept in mind as we progress through the planning stages.</p> <p>Suggestions were put forward on how to deal with the inconsiderate parking issues:</p> <ul style="list-style-type: none"> <li>• SBI suggested SMPC prepare a polite letter from the SMPC to be given to all pupils at the school to take home re the inconsiderate parking which would complement the work the Headmaster had already carried out on this issue</li> <li>• Prepare a notice which would be put on cars parked inconsiderately (safety concerns were expressed for the person putting these notices on the cars)</li> <li>• If all else fails, then consider Name &amp; Shame</li> </ul> <p><b><u>Ditching on Permissive Path</u></b></p>

BT highlighted the possible problems with the proposed work on the ditches. Requires landowner consent.

**Action: Councillors to liaise over this following the meeting**

#### **Hedges**

Hedge cutting in village to allow visibility for traffic– at present there are no designated enforcement officer to enforce. It was noted that where hedge cutting was a condition of planning permission, it may be easier to enforce in future.

**Action: BT and TL to identify properties with overgrown hedges and advise Clerk**

**Action: Clerk to send letter to these residents**

#### **Street life**

SY brought a flyer for a nationwide company called Streetlife which when signed up to gives local communities information on local activities etc. Like Facebook, when registered participants can post comments and details of local issues.

**Action – Clerk to investigate and bring findings to March PC Meeting**

**Meeting Closed at 21.31**