

	<p><u>Streetcare flyer</u> After investigation, Wiltshire Police and SBC have no knowledge of this organisation. SBC have contacted Wiltshire Police to advise them of the flyer</p> <p><u>Roadworks</u> Dave Enstone (Environmental Inspector, SBC) has inspected the 4 roads highlighted as needing repair. He has identified two patches on Thornhill Road and some potholes. He has marked up other potholes throughout the village which meet their criteria for repair. He stated the village is inspected every 6 weeks on a driven inspection and will continue to monitor the condition of the road and repair any defect that occurs.</p>												
031/15	<p>Item 5 - Correspondence received to 16th March 2015</p> <table border="1" data-bbox="215 584 1422 770"> <thead> <tr> <th>No.</th> <th>From:</th> <th>Reference</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Life Cycle</td> <td>Free parking stands</td> </tr> <tr> <td>2</td> <td>Kevin Goodenough</td> <td>Crown Timber development</td> </tr> <tr> <td>3</td> <td>Thrings</td> <td>Acknowledgement of papers received re Memorial Garden</td> </tr> </tbody> </table> <p>1. Noted – Clerk to forward to SMRA 2. Noted - PC write to SBC to ensure secure boundary. Barry Thunder is in contact with Wilts Wildlife Trust re the future ownership of St Julian’s Community Woodland Action: Clerk to prepare letter to SBC and reply to Mr Goodenough 3. Noted Action - Clerk to reply to Thrings stating a decision will be made at next PC meeting in April</p>	No.	From:	Reference	1	Life Cycle	Free parking stands	2	Kevin Goodenough	Crown Timber development	3	Thrings	Acknowledgement of papers received re Memorial Garden
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032/15	<p>Item 6 - South Marston Parish Council Planning Sub Committee</p> <p>Notification of SBC Grant of Planning Permission</p> <p>S/14/1893/RM Erection of a link building, provision of 84 additional car parking spaces and associated works Aldi Stores Ltd, Scimitar Way, South Marston Industrial Estate, Swindon, SN3 4AL</p>												
033/15	<p>Item 7 - Reports from Working Parties:</p> <p><u>Communications Task Group (no written report)</u></p> <p><u>Tower & Tap Recruitment</u> No progress on recruitment. AF has had a suggestion from Carolyn Page to contact Colleges to ascertain whether a student on an appropriate course would be willing to apply. Action – Communications Group to review potential options</p> <p><u>Web Admin - contract</u> SB has e-mailed draft contract to SBI. Contract similar to Clerk’s contract with different notice period. PC agreed that it comes to next meeting in April. PC clarified that the Clerk is to be paid agreed 4 hours per month from November 2014 in April 2015.</p>												

Open Spaces Working Group – BT

Allotment billing is ongoing – e-mailing the majority of Allotment holders and encouraging BACS payment also to give information on Gardening Club and Show

Oak Tree Corner

5 volunteers are to assist with clearance work on 25th March – support from PC members would be welcome.

St Julian's community woodland

BT has contacted WWT re future ownership and will arrange a meeting for the Open Spaces Working Group with WWT.

Action: BT to arrange meeting with WWT and Open Spaces Group in due course to discuss ownership and way forward

Sevor Solar Farm

An Easter Egg Hunt will be held on Friday 27th March 2015 between 11 and 12

Footpath 6

AF informed the meeting that Martin Fry has written regarding Footpath 6 - he has observed that the stile on Footpath 6 was a hazard and offered to replace it. PC agreed to him replacing it.

Action: AF to contact Martin Fry

Neighbourhood Plan Committee (NPC)

The Neighbourhood Plan Area Designation has been submitted and SBC has put this out for Public Consultation until 9th April.

An A4 leaflet was distributed to all residents to publicise the start of the process and invite participants to the Open Meeting on 10th March. A separate webpage has been set up where minutes and future agendas will be posted.

The set up meeting for the NPC took place on 4th March; SB, BT, CM TL, SBI and SY are Councillor members and Ben Lovelock from the Expansion Group is currently the only external member. SB was appointed Chair. The NPC reviewed the proposed constitution and it was accepted with one minor amendment.

Next meeting of the NPC – 7 April, 7pm in the village hall.

SMPC was asked to confirm the governance document of NPC

Proposed: SB

Seconded: BT

Agreed: All

The Open Meeting – 10 March: There was very good attendance with good input from villagers both on the content of the introduction on why we are going for neighbourhood planning and the workshop discussion on footpaths/cycleways. .

Thanks to Amanda Burchell and Alison Thunder who helped with arrangements on the night and all councillors who participated. A further meeting of the footpath group will take place this coming week.

AF and BT had circulated an early report of the workshop session on footpaths/cycleways and were taking forward the discussions with interested parties.

Once the full outcomes are assembled, a report will be posted on the NPC web page. This will also provide links to the adopted Local Plan, when published.

NP construction work

SB and CM have started work on translating the South Marston draft SPD into NP form. So far, we have concentrated on the beginning chapters which rehearse the history and the public consultation undertaken.

SBC have responded to a number of questions re the publication of evidence documents underpinning the plan.

NP Communications Strategy

A draft has been circulated to NPC members by BT who is assembling comments

NP Timeline

A draft Action Plan timetable has been produced and circulated to NPC members for discussion. Since this was produced, the requirement for a formal 6 week consultation with stakeholders on a 'Pre Submission' version of the NP has been clarified. This alters the timescale previously discussed.

Further Actions

Neighbourhood Plans should address, in some way, the local economy and local employment opportunities to satisfy a 'sustainability appraisal'. Given the SPD area is adjacent to employment areas to the west, north and, in future, the south, access to employment is easily satisfied. However, it would be wise to consult local businesses in the area about their future, particularly those at Thornhill Industrial Estate who are being encouraged to relocate.

Action: - Clerk to contact Crown Timber occupants (SB has contact name) to arrange a site visit

Action - AF to put Carolyn Page in touch with SB to initiate discussion on home-based businesses for contact

The aim will be to provide a draft of the Pre submission document at next PC meeting in April.

AF asked whether data from previous consultations are valid for use as input to the formulation of the Neighbourhood Plan. SB and CM confirmed that the legal requirements for consultation related to the period once the pre submission document was published. The evidence base for the policies could draw on previous consultations and community input which went wider than just SBC's statutory consultation over the draft SPD.

Minutes of the NPC meeting on 4th March will be posted on the South Marston / Neighbourhood Plan webpage

Village Expansion Group

HHL Development

A meeting took place on 2nd March with the design consultants from DHA acting on behalf of HHL to discuss the design of the Village Centre.

DHA would do some preparatory thinking about design options and contact SBC about any constraints on minimum pitch provision and possibilities of trading provision at Rowborough. They will initiate the search for a date for a further meeting of the group.

Crown Timber/Thornhill site

SBC believe this will move towards a determination in May 2015.

BT informed the meeting that:

1. The applicants have been asked to undertake further trenching work to complete the Archaeology Assessment -
2. The noise levels from the Synergy Health building has increased. An Environmental Report had previously stated the noise level was acceptable but a recent Report has identified the level as excessive. SBC have stated they have not received any complaints in the past but this may be due to the business originally being called 'Isotron'. On investigation the Clerk has found several documents relating to Isotron and will pass these to BT.

Mercure Hotel

The owners are still working on options for development at the rear of the hotel – should be some movement soon.

School Expansion

The Local Education Authority has circulated a draft agreement regarding how the land use/transfer is to be completed. Further discussion by the PC and working group may be needed to finalise design of the car park/shared use pitches that are currently being offered. A meeting will take place at SBC with the Governors on the 20th March. A joint meeting with the Governors and the LEA will be held on the 30th March.

Formal adoption of the Draft Local Plan

The adoption of the draft Local Plan is on the agenda for SBC Cabinet on the 17 March. A Special full Council meeting is scheduled for 26th March, although no papers are currently available on the website.

Solar Farm (Eneco)

BT reported that Eneco had added a handrail to the footbridge on the solar farm site and installed a kissing/swing gate on the permissive path - as this is additional to agreed works a letter of thanks will be sent to Eneco.

Action: BT to send letter of thanks.

034/15

Item 8: Replacement of Dog Bins

To propose the replacement of 2 dog bins and the purchase of 2 new bins.

1. The Parish Council approved the purchase of two Fido 25 dog bins from Glasdon UK Ltd for a total of up to £300 including VAT to be fitted by volunteers. Sourcing cheaper posts would reduce this expenditure.

Proposed: AF

Seconded: SY

Agreed: All

2. The Parish Council considered the purchase of a bag dispenser for installation, again by volunteers, at the Nightingale Wood Car Park at a cost of up to £130 inc. VAT and including 800 bags but may not include delivery cost with an ongoing cost of up to £50 inc. VAT for each further pack of bags. There is a risk of misuse/theft of the bags.

No action now, but this will be considered in the future.

3. The Parish Council considered the purchase of up to an extra two dog bins at two new locations for a cost of up to £300 including VAT plus an ongoing fee of up to £300 per annum including VAT for weekly emptying.

Not agreed at this time

The Parish Council considers approaching SBC for more warning notices for dog owners to pick up dog waste and for the installation of a rubbish bin at the Nightingale Car Park that they would empty.

The installation of a rubbish bin was not agreed as Nightingale Wood is private land and SBC would not be emptying the bin

Action: CM to advise Clerk which notices are to be laminated.

035/15

To confirm the successful completion of probationary period for the Parish Clerk

SB reported the appraisal of the Clerk's post had been undertaken and Parish Councillors had been consulted on the Clerk's performance during the probationary period.

Proposed SB

Seconded BT

Agreed: All

036/15

FINANCE Statement and Cheques for Approval and Signature – 17.03.2015

Bank Account Statements Received

Julian Hodge Bank at 9 th March 2015	110,546.86
Unity Trust Bank at 8 th March 2015	8,371.49
Total:	£118,918.35

ALTO Card

	VAT	Amount
Balance b/f		249.11
Staples (Stationery)	7.57	45.42
Staples (Refund +Envelopes)	+1.17	+6.99
Post Office (Stamps – NP mail out)		25.44
Vonage (Telephone)	2.70	16.17
CW Technologies (SMRA Litter Equipment)	4.53	27.17
Elite Industrial (SMRA Litter Equipment)	3.44	23.87
Hygiene Supplies (SMRA Litter Equipment)	13.43	89.61
Asda (Refreshments NP Open Meeting)		7.94
Card Load Fee		-0.50
Bank Transfer to Card (£200)		+200.00
Balance:	30.50	+£219.98
Top-up (not required March)		£30.02

Expenditure: Cheques for Approval and Signature

Cheque Number	Our Ref	Payment	VAT	Amount
	108	Bank Transfer to Alto Card		200.00
300139	109	Joan Britton – February Salary		701.37
300140	110	Grove Group Invoices (Dec 14 – Mar 15)	25.74	154.44
300141	111	SStMargaret PC – dog Waste Services (Dec 14 / Jan 2015)	32.64	195.84
300142	112	HMRC – Tax & NI Contributions 4 th Q		634.15
300143	113	Barry Thunder 2 x Flasks (Hospitality)		45.97
		TOTAL	58.38	£1931.77

Income: Other

Remittance	From	Amount
	Julian Hodge Bank – Interest (High Interest Account)	151.59
	TOTAL	£151.59

- **Cheques for approval and signature**
Approved and signed
- **Finance Statement for Approval and Signature**
Approved and signed

037/15

Item 10: Miscellaneous Reports & Representatives from Outside Bodies**SMRA (SB)****SMRA meeting 11 March 2015**

SMRA AGM was held on 11 March at 7.30 in the Village Hall. Barry Thunder and Anne Featherstone attended as ‘members of the public’. Angie Newton was re-elected Chair, with Mary Case as Vice Chair. Jenny McEwen was elected Treasurer of the committee.

It was agreed that the SMRA committee would circulate non-represented groups to see if they are willing to provide nominations to join the committee.

Hall hire was relatively stable, but costs were due to increase significantly as SMRA are attempting to regularise the employment of the village booking clerk/caretaker. Even if a minimum wage is paid, the additional cost is significant. Comparable costs for hall hire showed that South Marston charges were relatively low and the committee will have to discuss whether a rise is inevitable if the hall is to remain sustainable even in the short and medium term.

The PC noted that any Hall rent rise will trigger a discussion on the current support that the PC provides to Tots and Toddlers and Youth Club through payment of their rental charges.

Community Emergency Plan (AF)

10.12.15

There has been a nil response from the PC’s recent leaflet drop.

Clerk to send out more information and a further request for volunteers for CRT (in the form of a prepared letter) mid-January.

	<p>AF to call Sam Weller mid- Feb. KM sourcing maps for transparent overlays</p> <p>12.02.15</p> <ul style="list-style-type: none"> • 2 volunteers came forward following my letter mid-January. Barry and Alison Thunder have also volunteered. • I met with Sam Weller on 24th February. • I now have a number of useful documents but not a pre-populated draft Community Emergency Plan as expected. • There is significant slippage on the action plan. This will need to be re-evaluated as there are now other priorities. Suggest June. • Next scheduled meeting with Sam Weller is mid-late September. It is possible, if no other distractions, to complete by then. • Next step is to draft the written document asap and subsequently identify the essential elements, e.g. vulnerable residents, resources, and set up communication links. • The 'desirable' elements can then follow. <p>20 mph Zone (CM) CM reported that this year's allocation of a Locality Highways Grant had been exhausted.</p> <p>South Marston Solar Farm (CM) CM has had a meeting with the enforcement officer at SBC, Andy Brown.</p> <p>He noted that the environment works have not taken place and will consider the terms of the grant further and write to the relevant people. He promised to report to CM further when this has been done.</p> <p>Involve Swindon (BT/AF) Parish Council delegates Anne and Barry attended an 'Involve Swindon Event' on 27th February and reported on the potential for new sources of volunteering support. Involve Swindon is a network of companies, statutory bodies and voluntary organisations working together to encourage employees to give their time and skills. Of particular interest was the use of technical specialists, for instance in IT, to support the work of community groups. AF and BT will continue their links and report further as required.</p>
038/15	<p>Item 11: Matters brought forward by or with consent of the Chairman</p> <p><u>Police Meeting</u> TL attended the quarterly meeting with Wiltshire Police – TL raised the question about HGV/LGV notices at South Marston Industrial Park / Supermarine with no specific weight limit. Inspector Ducker will follow this up and report back to TL</p> <p><u>Neighbourhood policing Awards 2015</u> It was decided the PC would not be nominating for this award this year.</p> <p><u>Community Speedwatch signage</u> BT informed the meeting that signs have been installed at the entrances to the Village.</p>
	<p>Meeting Closed at 21.55</p>