

Minutes of the meeting held remotely on Tuesday 21st July 2020 at 7:30pm.

Council Members present	
Mr C McEwen (CM) – Chair	Mrs S Brown (SB) – Vice Chair
Mr T Leathart (TL)	Mr B Thunder (BT)
Mr S Young (SY)	Mr A Carter (AC)
Clerk & Responsible Officer:	Mr K Morgan
Members of the public present:	None

Acronyms used in these minutes:

SBC – Swindon Borough Council, PC – Parish Council, NP – Neighbourhood Plan, NPC – Neighbourhood Planning Committee, SMRA – South Marston Recreation Association, OPWG – Open Spaces Working Group, CWG – Communications Working Group, SM website – www.SouthMarston.org.uk, ML – Mandy Larcombe (bookkeeper)

Agenda item & minute number	Summary	Action
Chairing notes	Due to some technical difficulties the meeting was chaired by SB with CM listening in and commenting via SB.	None
Open 10 Minutes 40/20-21	No emails or questions were received by the Clerk in advance of the meeting.	None
1. Apologies 41/20-21	KM – accepted by Council. RH did not attend but sent apologies after the meeting.	None
2. Declarations of interest 42/20-21	There were no declarations of interest.	None
3. To approve and sign the minutes of the Parish Council meeting held on Tuesday 16 th June 2020 43/20-21	Minutes were approved remotely and will be signed when physical meetings resume. Proposed: AC Seconded: SY Approved: All	None
4. Review of actions 44/20-21	Review of actions currently outstanding.	

	<p>Updates:</p> <ul style="list-style-type: none"> • Feb 20 170/19-20 Closed - SMRA to use ROSPA for play inspections. • May 20 18/20-21 Allotment future - Contact with Justin Tomlinson MP to be resumed. • June 20 23/20-21 Ranikhet - TL has made contact and to continue liaising with AW Society • June 20 28/20-21 Industrial estate tenants – continue following up with SBC and site agents to ascertain up to date details 	<p>CM</p> <p>TL</p> <p>Clerk/BT/SB</p>
<p>5. Review of Parish Council Calendar 45/20-21</p>	<p>The PC reviewed progress.</p> <p>It was noted that a review of some items and their timing needs to be reviewed – notably SMRA related items. Clerk to review in coordination with SB.</p>	<p>Clerk</p>
<p>6. Clerk's Report 46/20-21</p>	<p>Report discussed.</p> <ul style="list-style-type: none"> • Salaries– a change in payment dates of salaries was discussed. Payments are pre-approved by Council, so can be paid as they fall due. Payments should be on a set day each month rather than the varied dates currently in use. Also to arrange automated payments through Sage. <p>Council resolved to approve this change in salary payment process. Clerk to review with ML and implement.</p> <p>Proposed: SB Seconded: AC Approved: All</p> <ul style="list-style-type: none"> • PDF editor - Clerk to coordinate license purchase with SB. • Correspondence was received and discussed concerning the following: <p>Traffic issues:</p> <p>Issues were discussed regarding Old Vicarage Lane (OVL) access and traffic attempting to use it as</p>	<p>Clerk</p> <p>Clerk</p>

	<p>shortcut partially because of insufficient signage off the A420.</p> <p>SB reported that SBC acknowledged a lack of signage off the A420 at a meeting. Clerk to email officer and remind them of the need for better signage further east on the A420 on the approach to OVL to avoid traffic entering the right hand turn lane.</p> <p>It was decided that an updated timetable for the road closure and works on OVL should be requested from Bellway and Highways @ SBC. Clerk to contact.</p> <p>TL also raised the issue of some large lorries passing through the village and around Pound Corner when heading to the Bellway site. It was noted that while this does cause inconvenience the lorries are allowed to use this route because of the restrictive height of the rail bridge off the A420.</p> <p>The Clerk also mentioned an email received on the day of the meeting concerning large Amazon lorries driving through the village and the disruption these cause. Clerk to forward information and photographs to TL following meeting.</p> <p>Bus routes:</p> <p>It was noted that our ward councillors had been informed about the lack of new routes serving South Marston. Clerk/Chair to follow up with Cllr Holland.</p> <p>Car Park:</p> <p>The use of the car park by a member of the public carrying out major car repairs was discussed. The lack of signage at the car park and the issues this could cause with further incidents was mentioned, and it was noted that previous signage was removed when the school fence was replaced.</p> <p>It was agreed that the signage needed replacing and that the Clerk would approach the school to obtain permission to mount a sign on the new fence. It was also mentioned that an overnight</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
--	--	---

	<p>parking charge could be advertised to further deter such incidents.</p> <p>Council resolved to append up to £300 for a sign and fixings.</p> <p>Proposed: SB Seconded: SY Approved: All</p> <p>SMRA and PC to discuss and agree signage wording outside of the meeting process.</p>	
<p>7. Planning applications 47/20-21</p>	<p>S/19/1485 Re: Refurbishment of existing retail unit (Class A1) including installation of new shopfront, reconfigured car parking and associated works. At: Former Toys R Us Unit, Oxford Road Stratton St Margaret Swindon SN3 4DG Deadline: 9th July 2020</p> <ul style="list-style-type: none"> • Response had been sent prior to the meeting. SB to follow up issues raised. <p>S/RES/20/0636 Re: Application for approval of reserved matters in relation to appearance, landscaping, layout and scale for phase 6 (Unit 2) of outline planning permission S/OUT/14/0253 - Employment development including B1b (research and development/light industrial), B1c (light industrial), B2 (general industrial) and B8 (warehouse and distribution), new landscaping and junction to A420 (means of access not reserved). At: Symmetry Park (Phase 6), Shrivenham Road South Marston Swindon Deadline: 13th July 2020</p> <ul style="list-style-type: none"> • Discussed and agreed that were no further comments to be made. However it was agreed that the Clerk should respond and advise that the PC is querying footpath signage and closures related to Symmetry Park with the footpath officer. <p>S/20/0738 Re: Erection of an agricultural barn.</p>	<p>SB</p> <p>Clerk</p>

	<p>It was also requested that the Parish Council accept corporate donations towards a new events space in St Julian's Wood to be released to Wiltshire Wildlife Trust upon their committing to the implementation of an agreed and properly costed project. Clerk to investigate implications of doing this.</p> <ul style="list-style-type: none"> • A number of footpath issues were discussed including <ul style="list-style-type: none"> ○ Diversions and closures of footpaths 5 and 15 ○ Footpath at the Highworth Road needing a longer term maintenance plan ○ High fence erected alongside footpath 15 ○ Some posts needing replacing in various locations which may require up to £400 of expenditure <p>Council resolved to approve up to £400 for posts and signage only if the funds or materials cannot be obtained from SBC who should fund/provide these.</p> <p>Proposed: BT Seconded: SY Approved: All</p> <ul style="list-style-type: none"> • The new larger bins that were purchased have still not been installed because of social distancing restrictions. £100 requested to get these installed by Allbuild (in addition to previously approved £100 for removal of old bins). <p>Council resolved to approve the additional expenditure.</p> <p>Proposed: BT Seconded: TL Approved: All</p> <p>Allotments Working Group:</p> <p>Report reviewed.</p> <p>Broadband Working Group:</p>	Clerk
--	--	-------

	<p>Verbal report given – it is hopeful that the new government scheme mentioned recently will lead to progress and it was mentioned that everyone concerned with this should sign up to the process.</p>	
<p>9. Reports relating to expansion 49/20-21</p>	<p>Strategic Planning Working Group</p> <p>Verbal report given. A productive meeting had been held with Kimberley Corps and Ed Snook from SBC. This involved</p> <ul style="list-style-type: none"> • Discussions about Open Space strategy. • An update on Great Stall East development - concerns with flooding risk were emphasized as developers have largely underplayed this so far. SB to make a further report to flood agency. • Proposals for a pedestrian bridge/tunnel across the A420 for Rowborough residents were accepted to be a priority. • It was also confirmed that that planners can take into consideration future development that has outline permission or is allocated in the Local Plan, when dealing with an application. • It was noted that a meeting was planned with the school to discuss plans for its development. The contact for the SBC project manager working on this would be sent to CM. 	<p>SB</p>
<p>10. Other reports 50/20-21</p>	<p>SMRA report:</p> <ul style="list-style-type: none"> • It was noted that the village hall is now open for selective events, but each hirer would need to complete a risk assessment. • Following this the council discussed the feasibility of returning to physical meetings. The Clerk advised that NALC was advising continuation of remote meetings unless this was proving prohibitive to conducting council business. Additionally it would require more effort in preparing for meetings (risk assessment, cleaning etc) and, while there is an ongoing risk of a further 	<p>None</p>

	<p>lockdown, it appeared more sensible to continue with remote meetings.</p> <p>Parish/Borough Liaison:</p> <ul style="list-style-type: none"> • A remote meeting of Swindon Area Committee was held on Thursday 18th June. 	
<p>11. Finance 51/20-21</p>	<p>To review and approve finance statement, bank statements and payments:</p> <p>As this meeting was held remotely papers were not circulated for signing. This will be done a later date when circumstances allow.</p> <p>Council resolved to approve payments totalling £3,476.85.</p> <p>Proposed: BT Seconded: SB Approved: All</p> <p>To summarise additional spending approved at this meeting:</p> <p>The PC approved:</p> <ul style="list-style-type: none"> • £300 for a car park sign • £400 for footpath post and signage (if Borough unwilling to provide) • £100 for installation of new bins <p>Bank Account status:</p> <p>The Clerk also raised the matter of funds in the Unity Trust current account and concern that, if any large payments were required, this may come close to exhausting available funds. It was therefore suggested that notice was given for a withdrawal from the Hodge Bank savings account which requires 90 days notice.</p> <p>It was discussed and Council resolved to agree that the Clerk gives notice and that a letter to withdraw £25,000 to be transferred directly to Unity Trust Bank was drawn up and sent. Clerk to coordinate.</p> <p>Proposed: SB Seconded: BT</p>	<p>None</p> <p>Clerk</p>

	<p>Approved: All</p> <p>It was also agreed to review the balance of holdings in our bank accounts periodically – suggested three monthly initially.</p> <p>To review and approve the quarterly budget report:</p> <p>Report was reviewed and the need to adjust Open Spaces balances was discussed.</p> <p>Given uncertainties over expenditure for footpath maintenance and the potential Yuasa donation (bearing in mind impact that the COVID situation has had on its finances) it was agreed to delay a decision on boosting the Open Spaces funds until the August meeting.</p> <p>BT to continue liaising with Yuasa and follow up on discussions already had with them.</p> <p>The £1500 owed to the Parish by SBC was also mentioned – Clerk had already forwarded on the invoice again.</p> <p>Council resolved to approve the report.</p> <p>Proposed: SB Seconded: BT Approved: All</p>	
<p>12. Matters brought forward by or with the consent of the Chair 52/20-21</p>	<p>BT raised the issue of works needed at Oxleaze Wood and the impact a shortfall of S106 funding due to Bellway delays might have. Oxleaze has a number of issues including the gateway and entrance, and the lack of wheelchair access, and a vulnerability to fly tipping because of low or broken down fencing.</p> <p>Following a meeting the borough officer responsible said he was happy to release some of his forestry funding to help do the work and renew rather than repair. There also may be some overlap with Rights of Way discussions. BT to meet with contractors and discuss options and potential costs.</p> <p>A discussion took place over potential use of s106 funds.</p> <p>CM mentioned that he had been approached about contributing to costs to reinstate the ditch at the Bellway site that had been incorrectly filled – and also to help fund grading of ditches and hedge cutting on Old Vicarage Lane.</p>	

	CM responded that this was unlikely and that the landowner and SBC were responsible for much of this.	
--	---	--

The meeting closed at 9:56pm

Signed by Chairperson:

Date: