

**DRAFT MINUTES of the Ordinary ROWDE PARISH COUNCIL MEETING**  
**Held on Wednesday 11<sup>th</sup> October 2023, 7.30pm, Rowde Village Hall**

	<p><b>PRESENT:</b> L Wills (Chair), J Dalley, C Greenwood, A Humphreys, T Humphreys, M Somerville, C Stevens, Josh Wills, B Zaccarelli  Cllr Laura Mayes  Public audience: 12</p>	
1.	<p><b>Notice of resignation of Chairman, Philip Brown</b>  Acting Chairman, Lisa Wills, thanked Philip Brown for all of his work on the Council and for his efforts to join the Council together and to work together.</p>	
2.	<p><b>Election of Chairman</b>  L Wills was nominated for the role of Chairman, proposed by C Stevens, seconded by C Greenwood. All Councillors voted in favour (J Wills abstained from the vote).  L Wills was welcomed as the Chairman of Rowde Parish Council and signed the Notice of Acceptance of Office.</p>	
3.	<p><b>Apologies:</b> P Bryant</p>	
4.	<p><b>Register of pecuniary interests</b>  M Somerville registered an interest in the grounds maintenance invoices that he has submitted.</p>	
5.	<p><b>Public Question Time</b></p> <ul style="list-style-type: none"> <li>• A complaint was made about vehicles speeding through the village. It was mentioned that tractors and large vehicles especially are speeding, and the Clerk was asked to contact the local businesses about this.</li> <li>• A question was asked about the progress of restarting the Community Speedwatch Group and a complaint was made about why volunteers had not been updated on the progress. C Greenwood updated the meeting that unfortunately there was no positive news at this time about the Community Speedwatch Group, although the Police have been in the village catching speeders. Cllr L Mayes updated the meeting that the Police issued 192 speeding tickets in 2021. The Police have issued 4400 speeding tickets so far this year.</li> </ul> <p>Rowde CSW's Group camera had been loaned temporarily to another group. This group has been awarded the camera full-time as Rowde does not currently have a Community Speedwatch group. C Greenwood has spoken to Philip Wilkinson, the Police &amp; Crime Commissioner, and also J Derryman, Head of Strategy, Performance and Oversight Office of the Police and Crime Commissioner. C Greenwood said he would update volunteers and the Parish Council when there was further information.</p> <ul style="list-style-type: none"> <li>• A complaint was raised about the minutes from the July 2023 meeting. A member of the audience requested that the dispute that took place at the Parish Council meeting in July between three Councillors should be minuted.</li> <li>• The minutes from the July 2023 Parish Council meeting will be reviewed and appropriate wording will be proposed to cover the matter.</li> <li>• A member of the audience asked whether Councillors are issued with a document dated 2016 on roles and responsibilities. He noted that Councillors need to ensure that the Council is properly managed. A Parish Councillor confirmed that everyone is issued with a Code of Conduct when they join the Council. {Clerk's note: Roles and Responsibilities are issued annually to Parish Councillors at the May Annual Parish Council meeting}.</li> </ul>	Clerk

	<ul style="list-style-type: none"> <li>• A member of the audience requested audience participation in the update on the Wiltshire Local Plan.</li> <li>• An email was received by the Parish Council to complain about the state of the grass verges along Rowde Court Road and also the problem caused by cars parked along the road. M Somerville responded to the query about grass verges in the village. The weather has been unpredictable this summer. Local contractors had got behind with their schedules. M Somerville noted that the contractors have now caught up to where they should be for this time of year. Some of the verges were cut by residents, other residents liked the wild, natural flowers. J Dalley noted that the village in general looks untidy and suggested that the parish pays for someone to carry out this work. It was requested that the weeding of the grass verges should be added to the list for the Parish Steward to attend to. A plea was also made for residents who are able to, to weed and tidy in front of their properties. A request will be submitted to the Rowde Village News.</li> </ul>	Clerk Clerk
6.	<p><b>Wiltshire Council update – Cllr Laura Mayes, Wiltshire Councillor for Bromham, Rowde and Roundway</b></p> <ul style="list-style-type: none"> <li>• Cllr Mayes updated the meeting that the Council has invested £480k into installing electric vehicles charging units. They are working towards their target to be carbon neutral by 2030.</li> <li>• Wiltshire Council has been successfully prosecuting people for fly tipping.</li> <li>• Staff at Household Recycling Centres will check black bags of waste that are being deposited at the centres for recyclable items.</li> <li>• Wiltshire Council has invested £10million into road improvements across the county.</li> <li>• Sands Lane development. The application may be called before the Strategic Planning Committee at their meeting in November. No date has been confirmed yet.</li> <li>• Wiltshire Council’s Draft Local Plan. Wiltshire Council are holding local consultations on the plan in locations across the County. Cllr Mayes attended the local event, along with local residents.</li> </ul> <p>The draft housing target figures for Rowde is 67. Twenty houses have already been built or committed to be built, leaving a balance of 47 houses to be developed . The draft plan requests that the houses in Rowde are committed towards the end of the lifespan of the plan, which could be near to 2040. R Eccles queried the need for the target number and asked how the target figure had been calculated. The Council’s Spatial planning representative directed residents to the Wiltshire Local Plan Rural Housing Requirements 2023 document. Cllr Mayes said that there needs to be clear evidence provided as to why Rowde can not meet the housing target. One of the barriers could be no GP services in the parish. Cllr Mayes noted that the County is very vulnerable without a Local Plan. The County can not currently demonstrate that they have a 5-year land supply, in spite of Wiltshire meeting its targets so well. The County currently has a 4-year land supply and a nearly finished local plan. Wiltshire Council has approached the government to ask if that will be an acceptable compromise.</p> <p>R Eccles noted that due to the existing settlement boundary, there would be no space to build a further 47 houses. R Eccles asked the representatives of the Devizes Area Neighbourhood Streeting Group to raise this target issue at their next meeting. It was suggested that the Parish Council has its own copy of the Wiltshire Local Plan Rural Housing requirement document.</p>	
7.	<p><b>Agree the minutes of the Parish Council meeting on 12<sup>th</sup> July 2023.</b></p>	

	Approval of the draft minutes was deferred until the next Parish Council meeting. See item 5.	
8.	<p><b>Matters arising and actions taken from meeting: 12<sup>th</sup> July 2023.</b></p> <ul style="list-style-type: none"> <li>• The Clerk has signed up to the Police community messaging service.</li> <li>• The Clerk has requested that the hedge on Marsh Lane, opposite Furlong Close, is cut back as it is overhanging the road.</li> <li>• The Clerk has contacted Aster about the dead sycamore tree pushing through the wall that borders Maundrell Close with the High Street. Aster is aware of the situation and has asked their grounds contractor to look at the dead tree.</li> <li>• The hedge which borders Lower Farm, along Devizes Road has been cut back.</li> <li>• L Wills confirmed that permission is not needed to fly the Wiltshire flag.</li> <li>• There was an advert for Community Speedwatch put into a recent issue of the Rowde Village News.</li> <li>• L wills has contacted Wadworths Brewery about the condition of the area in front and around the pub. They have asked their staff to clear the area.</li> <li>• A meeting with Merchant Venturers and representatives from Rowde Parish Council took place on 15<sup>th</sup> September 2023, attended by L Wills, C Greenwood and C Stevens. It was understood that the meeting was to discuss a potential cycle route. The meeting discussed potential development on land at Tanis. There was a suggestion of building on land from Tanis to Iron Pear Tree Farm.</li> <li>• This led onto a discussion about the importance of the Devizes Area Neighbourhood Plan and Rowde’s role in it. R Eccles suggested that the group was not fit for purpose and should be chaired by a Councillor and not the Town Clerk. C Greenwood agreed to raise these issues at the next Devizes Town Council meeting.</li> </ul>	
9.	<p><b>Highways (item was moved from no.13 on the agenda)</b></p> <p><u>Speed Indicator Device – update.</u> Discussion on purchasing a second S.I.D (approximately £2,500).</p> <p>T Humphreys suggested purchasing a second Speed Indicator Device for the Village. It is believed that a second item will ease the physical pressure of moving the device around the village. There are guidelines about how long the Speed Indicator Device can remain in situ. M Humphreys has extracted some data from the device. R Eccles noted that at a recent Devizes Area Board meeting, Mr Philip Wilkinson, Wiltshire’s Police and Crime Commissioner, asked for all villages with Speed Indicator Devices to register them with the Police and regularly submit data to them. The Clerk noted that there were specific requirements around the way that the Police require the data to be sent to them and that the parish was not yet in a position to do this. It would be preferable for the data to be submitted to the police, but it is not a statutory obligation. The Speed Indicator Device still works as a deterrent to speeding drivers. The Clerk agreed to look again at submitting the data to the Police. J Gray (resident) kindly offered to help with this.</p> <p>The Parish Council voted in principle to purchase another Speed Indicator Device (approximately costing £2,500). Proposed by C Greenwood, seconded by C Stevens. Seven Councillors were in favour.</p> <p><u>Tanis footpath:</u> Some residents from Tanis said at the last Parish Council meeting that they did not want a footpath. L Wills has spoken to other residents who support the project and would like there to be a footpath for residents to use to access Devizes Road safely. In 2018, the Chairman (I Whittaker-Axon) and the Clerk delivered a survey to all households in Tanis asking about the potential need for a footpath and whether it would be used. J Dalley agreed to share a map of the proposed footpath. A member of the audience asked how many quotes would be required for contracted work. Three quotes will be required.</p>	JD

	<p><u>Sands Lane Track</u>: The potholes on Sands Lane were recently filled by the Parish Council with help from local residents D Packer and C Zaccarelli. Unfortunately, some of these potholes have appeared again. There was a question on how to proceed. The track is the responsibility of Wiltshire Council, albeit an unmaintained track. It was asked if Cllr Mayes could look into the right department for this to be addressed.</p>	Clerk/ LM
10.	<p><b>Finance Matters</b></p> <ul style="list-style-type: none"> <li>Monthly bank reconciliation &amp; monthly invoices for July, August &amp; September 2023</li> </ul> <p><u>July 2023 invoices</u> (total: £40,060.42)  Admin costs: £1,779.01  Grounds' maintenance: £742.48  Allotments: £193.95  Misc: £24.98  New play equipment: £37,320.00</p> <p><u>August 2023 invoices</u> (total: £3,382.20)  Admin costs: £1,779.01  Grounds' maintenance: £1,225.19  External audit fee: £378.00</p> <p><u>September 2023 invoices</u> (total: £3,656.79)  Admin costs: £1,779.01  Grounds' maintenance: £1,252.58  Playground inspections: £385.20  Play equipment: £240.00</p> <p>Invoices were approved for payment by C Stevens, seconded by C Greenwood. All Councillors voted in favour.</p> <ul style="list-style-type: none"> <li>B Zaccarelli updated the meeting to say that H Pengelly had raised a further £43 for the coronation/event fund, with thanks from the Parish Council.</li> </ul>	
11.	<p><b>Planning</b></p> <p>PL/2023/07402. Silverwood School, Rowde, Devizes, SN10 2QQ. Listed building consent: Removal of decayed, corroded, painted metal fire escape stairs and replacement with new galvanised, acid etched, and epoxy painted steel fire escape stairs. Deadline: 5/10/23. Update on response. The Parish Council had no comment to make on the application.</p>	
12.	<p><b>Community Engagement &amp; social media</b></p> <p><u>Village Walk Leaflets</u>:  The Parish Council created village walks leaflet some years ago. This leaflet needs updating as some of the businesses advertised are no longer in business. J Bawden has kindly provided a quotation of £100 for the graphic work to be altered to remove the redundant businesses. The Parish Council discussed whether other walks could be added to the leaflet, or suggestions for having the walks on the website which are linked through QR codes. It was agreed to postpone further discussion until the January Parish Council meeting.</p> <p>A Parish Councillor raised concern about the removal of dog waste bins by the Canal and River Trust. The bins have been removed due to ongoing costs for emptying them. It was noted that this may be something that the Parish Council has to consider in the future.</p> <p><u>Christmas tree – donation</u>  A local business 'OxLea Barn' Oxford Down Sheep has offered the parish a Christmas tree free of charge. The tree will be a 12ft Norwegian fir. The parish has accepted the offer with very many thanks.</p>	

	<p><u>Village Visit from Santa</u> J Wills has suggested a visit to the village from Santa to help with village cheer. B Zaccarelli has agreed to help J Wills with this project. L Wills agreed to contact a local business to enquire about the use of a vehicle which could be used as a sleigh for the event. It is anticipated that the event will take place over 3 evenings and there will be the opportunity to donate items of food which will be made into Christmas hampers for villagers in need.</p> <p>It was suggested that St Mathew's Church is contacted and also local businesses about possible donations.</p> <p>It was confirmed by M Humphreys that the Advent Window Calendar will take place again this year. This was very popular with residents last year.</p> <p><u>Siting of Defibrillator after sale of the Cross Keys:</u> it is hoped that the defibrillator can stay in its current location at the side of the Cross Keys pub. The Parish Council will continue to monitor the situation with regards to the sale of the pub.</p> <p><u>Facebook posts:</u> There was a Facebook post about supporting a footpath in Tanis. Another post was from a resident who is unable to safely use the Marsh Lane footpath in a wheelchair due to overgrowth across the pavement.</p> <p><u>Remembrance:</u> On 11<sup>th</sup> November 2023, the Wiltshire Police Band will be playing at St Matthew's Church. Tickets cost £10 and can be purchased from Nicola Brown. Please support the event if you can.</p> <p>The Clerk will order a Remembrance Wreath on behalf of the Parish Council. C Stevens has kindly agreed to lay the wreath at the Remembrance Service at St Matthew's Church. C Greenwood also requested a wooden cross to lay at the grave of soldier who is remembered by the Commonwealth War Graves Commission.</p>	
13.	<p><b>Village Appearance</b> <u>Planters:</u> Parish Councillors discussed the location for a new planter. It was agreed to site it next to the bus shelter on Devizes Road, near to the junction for Conscience Lane. M Somerville agreed to put the planter together and to site it at the agreed location.</p> <p><u>Jubilee Wood Volunteers:</u> The Parish Council will thank the volunteers for the Canal and River Trust for keeping the paths walkable through the Jubilee Woods and for all of the work that they continue to do.</p>	MS  Clerk
14.	<p><b>Playing field</b> Grounds maintenance contract work had got behind schedule over the summer months, but the contractor has caught up now.</p>	
15.	<p><b>Play Areas</b> <u>RoSPA safety reports:</u> all play areas have been inspected for safety. There are some items that have been brought to the attention of the Parish Council which the Parish Council will deal with.</p> <p>A resident said they were pleased with the refurbishment of the play area in Silverlands and that there was equipment for a range of ages. The Clerk noted that some of the existing play equipment is reaching the end of its lifespan. The Parish Council will need to look at replacing it over a period of time.</p> <p><u>Request for tennis court to be resurfaced:</u> it may be possible to apply for grants for a new surface. However, it has recently been cleared of moss and excess gravel. There is a new crank handle. The net needs to be replaced.</p>	
16.	<p><b>Allotments</b> The grab lorry to remove waste from the allotments has been cancelled for now. M Somerville has covered the waste pile, and it has been agreed that the waste can be left for now, to save further expenditure. A new waste heap has been recreated outside the allotment site, in the car park area.</p>	

	M Somerville has created two new plots, which have tenants already. There are a further two plots available if anyone is interested in having an allotment.	
17.	<b>Correspondence</b> There was no further correspondence to report.	
18.	<b>Date of next Parish Council meetings</b> <ul style="list-style-type: none"> <li>• Wednesday 8<sup>th</sup> November 2023, 7.30pm, Rowde Village Hall.</li> <li>• Wednesday 13<sup>th</sup> December 2023, 7.30pm, Rowde Village Hall.</li> </ul> Everyone is welcome to attend all meetings.	

A reminder that all requests for work/or goods must be presented to the relevant Committee first for authorisation.

Signed: ..... Chairman Date: .....

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