

**Draft MINUTES of the Ordinary ROWDE PARISH COUNCIL MEETING**  
**Held on Wednesday 14<sup>th</sup> December 2022, 7.30pm, Rowde Village Hall**

	<p><b>PRESENT:</b> P Brown (Chair), J Dalley, C Greenwood, A Humphreys, T Humphreys, L Wills, B Zaccarelli  Public audience: 8</p>	
1.	<p><b>Apologies &amp; Acceptance of Apologies</b>  Josh Wills  P Bryant (absent)</p>	
2.	<p><b>Chairman’s five minutes</b>  One of the candidates for co-option was not able to attend the meeting due to illness. It was agreed to postpone the vote to co-opt two new Parish Councillors until the Parish Council meeting in January 2023.  ~ The Chairman attended the ‘Topping Out ceremony’ at Silverwood School on 8<sup>th</sup> December 2022.  ~ The Chairman and other Parish Councillors attended the Open Day at Furlong Close on 12<sup>th</sup> December 2022. The event was hosted by Community First who are promoting the communal areas on behalf of the owners. They are looking for tenants to take on the administration block, workshops, and horticultural area with orchard, either separately or together. It was asked whether Marsh Hall could be used as a meeting place. There is no booking system in place to facilitate this.  J Dalley noted there was interest from a nearby shop owner about possibly using the space.</p>	
3.	<p><b>Governance – revision to Standing Orders. Vote required</b>  The Chairman discussed a proposed revision to the Parish Council’s Standing orders to ensure that Parish Council meeting are managed effectively and to encourage participation.  It was proposed that public participation in discussions on planning applications should take part under the agenda item for planning applications, not in the public question time. It was suggested that the Parish Council follows the model used by Wiltshire Council, and three people would be invited to speak against an application, and three people would be invited to speak for an application. This would ensure that Parish Council meetings do not become monopolized by one issue, and it would help to give a balanced dialogue. A member of the audience rejected this proposal stating that it was undemocratic and that the Parish Council should represent all residents. It was agreed to review this element of the proposal (3 h. a ii). It was suggested that the Clerk contacts other councils to see what their procedure is.  If there are important discussions relating to the Neighbourhood Plan, it was proposed that meetings separate to Parish Council meetings should be held to discuss those matters.  It was noted that public representation should be made only on items that appear on the agenda. If an item does not appear on the agenda, residents are invited to submit their requests in writing to the Clerk or to talk directly to Parish Councillors outside of the meeting.  The Parish Council asked for members of the audience to state their names before they speak.</p>	Clerk
4.	<p><b>Co-option of new Parish Councillors for two vacancies:</b></p>	

	This item was deferred until the Parish Council meeting in January 2023.	
5.	<b>Register of business interests</b> There were no business interests recorded.	
6.	<b>Public Question Time</b> It was remarked by a member of the audience that the minutes from November's Parish Council meeting were not available on the website. They had been posted and were then removed when asked to do so by two residents. The minutes were posted on the village noticeboards. Congratulations was given to A Humphreys for the village advent window project. It was also noted that the Christmas tree looked good, although it was remarked that the lights did not cover the bottom branches. A question was asked about the possibility of holding a Youth Club in the buildings at Furlong Close. It was asked where the residual funds from the previous Youth Club were. This is being pursued by P Brown and J Dalley. Thanks were given to B Zaccarelli for producing the wonderful Village Christmas banner.	
7.	<b>Wiltshire Council – Cllr Mayes</b> Cllr Mayes has information on support available for people struggling with the cost of living. If you know of anyone who is struggling, please direct them to Cllr Mayes for advice. L Wills asked about free school meals and the 'Fuel' programme, which is Wiltshire Council's Holiday Activity and Food programme, funded by the Department of Education and provides children who are eligible for benefits related free school meals with free access to activity, food and nutritional education during school holidays. Cllr Mayes responded that this project was continuing and also expanding. <u>Silverwood School transport update:</u> Adrian Weissenbruch, SEND and PA Transport Manager for Wiltshire Council, has carried out a time trial for the proposed minibus transport to the expanded Silverwood School starting in September 2023. The trial run using a Luton box van, was held on Wed 16 <sup>th</sup> November 2022 using Marsh Lane, and Thursday 17 <sup>th</sup> November approaching Silverwood School via Westbrook. On 16 <sup>th</sup> November, the van arrived at school at 8.33am. On 17 <sup>th</sup> November, the arrival at school was 8.40am. Currently, the majority of students are transported in single passenger vehicles. The new system will use minibuses carrying six children each. A Parish Councillor expressed concern over whether it is appropriate to transport six SEND children in a minibus together. There will be fifty minibuses transporting the students; seventeen of which will come from the West Wiltshire area. Wiltshire Council's preferred route to the school is via Marsh Lane. Members of the Parish Council argued against the use of Marsh Lane by the school minibuses. Cllr Mayes expressed concern that it could be considered discriminatory against the students at Silverwood School if they are forced to take a longer journey than necessary to school. Cllr Mayes suggested that the proposed system should be trialed and monitored, for a term. The school may need to look again at having staggered arrival times. A Parish Councillor noted concern about village children walking across Marsh Lane towards Rowde Primary School. It was asked whether the School Patrol Crossing Officer is going to be replaced. Cllr Mayes confirmed that the total number of pupils at Silverwood School will be between 350 – 370 pupils. St Nicholas, in Chippenham, and Larkrise, in Trowbridge will remain open for pupils up to the age of 11 years old.	
8.	<b>Agree the minutes of the Parish Council meeting held on 9<sup>th</sup> November 2022</b> The draft minutes were queried after they were posted online, by two residents.	

	<p>The Parish Council accepted two amendments to the draft minutes. The minutes will be issued accordingly. J Dalley abstained from voting on minutes as proposed.</p> <p>C Greenwood informed the meeting that all Parish Councillors abide by the Nolan Principles of public life, with regards to integrity, accountability and openness. C Greenwood noted that the Parish Council acts together, and decisions are made by a majority. Further requests to amend the minutes should be submitted in writing to the Parish Council and considered by the Parish Council as a whole.</p> <p>C Greenwood and J Dalley spoke in support of the Clerk in her role.</p>	
9.	<p><b>Matters arising &amp; actions taken from the meeting held on 9<sup>th</sup> November 2022</b></p> <ul style="list-style-type: none"> <li>• The Chairman has written to Wiltshire Council to ask if they would consider releasing land to the side of Rowde Primary Academy School for development, to include a road through to Reed Place.</li> <li>• The Clerk sent details of previous Neighbourhood Planning events in Rowde to G C-White.</li> <li>• The Christmas tree has been put up.</li> <li>• Plans to renovate the play area at Silverlands Road are in progress.</li> <li>• The Parish Council has purchased a microphone and amplifier set to use at Parish Council meetings.</li> <li>• There is ongoing concern about the ditch that has been dug along the highway in front of Buena Vista, Devizes Road. L Wills and C Greenwood are meeting on site with M Perrott from Wiltshire Council on 21<sup>st</sup> December 2022 to discuss their concerns.</li> <li>• The grab lorry will remove the remainder of the green waste at the allotments when the ground is dry.</li> <li>• Work to repair the potholes on Sands Lane has not been carried out yet. There was a query about whose responsibility the lane is. The Clerk has confirmed the following with Wiltshire Council: ‘The part of Sands Lane adjacent to the houses is recorded as highway maintainable at public expense (on Wiltshire Council’s highway records). The remainder of the track to the allotments/sports field is a bridleway (ROWD28). It is also maintainable at the public expense but only to a standard suitable for use on foot, horseback and bicycle’. It was requested that quotations are obtained for having the potholes filled by an external contractor.</li> <li>• It is proposed that the Parish Council will purchase a mobile phone for use by the Clerk.</li> </ul>	
10.	<p><b>Planning</b></p> <p>a) Neighbourhood Planning: update from meeting on 28<sup>th</sup> November 2022</p> <p>It was agreed at the meeting that there would be no general call for sites. The most current version of the SHELAA (the Strategic Housing and Economic Land Availability Assessment) will be used for site selection. The next part of the process is for the land to be assessed for suitability to be included in the Devizes Area Neighborhood Plan. This assessment will be carried out by AECOM, an external agent.</p> <p>Consultation events are being planned for when the external assessments have taken place.</p> <p>The Chairman remarked on the Government’s intention to scrap planning targets. The Chairman noted caution as it could mean that development without any restrictions could exceed the original targets set.</p> <p>A question was asked about the availability of the minutes from the last Neighbourhood Planning meeting and whether the Neighbourhood Plan website is operational again.</p> <p>b) Land for sale off the Common – access requested.</p>	

	<p>A plot of land off the Common is being sold by Woolley and Wallis. A potential purchaser has approached the Parish Council and asked for permission to access the plot from the Common. The Parish Council is not able to convey rights to cross the Common, as it belongs to the whole parish and would exponentially increase the value of the land, to the detriment of villagers.</p> <p>c) Planning Application: PL/2022/08360: Full Planning Application: The Firs, The Locks, Devizes, SN10 1QR. Demolition of existing dwelling and construction of replacement dwelling, complete with associated external works. The Parish Council has no objections.</p> <p>d) Planning Application: PL/2022/09222: Full Planning Application: Stroud Farm, Sandridge Farm, Brick Hill, Bromham, SN15 2JL. Change of use of existing agriculture store to a residential holiday let. The Parish Council did not agree on a response to the application. It was noted that the property had been renovated originally without planning permission.</p>	
11.	<p><b>Financial matters</b></p> <ul style="list-style-type: none"> <li>Monthly bank reconciliation &amp; monthly invoices for November 2022</li> </ul> <p>The Parish Council reviewed the monthly bank reconciliation.</p> <p><u>November 2022 invoices</u> (total: £4,057.96)</p> <p>Admin costs: £2,233.13</p> <p>Ground's maintenance: £740.83</p> <p>Christmas: £402.00</p> <p>Repairs/replacements: £682</p> <p>Payments were proposed by L Wills, seconded by C Greenwood (P Brown abstained from the vote on payments to L Brown for litter collecting). All other Councillors approved the payments.</p>	
12.	<p><b>Highways</b></p> <p><b>Speeding</b></p> <ul style="list-style-type: none"> <li>C Greenwood has spoken to the PCC Commissioner about Auto Speed Watch. It is currently being trialed in Amesbury in conjunction with a Speed Indicator Device. It will enable the police to download data from hotspots which will result in enforcement.</li> <li>The Police have been recording speed in Rowde recently. This has resulted in one person being fined, with points on their licence. Another six people were sent on speed awareness courses.</li> <li>The infrastructure for the Speed Indicator Device will be installed in the village soon. The Parish Council needs to decide on the type of device they wish to purchase. It will be the Parish Council's responsibility to rotate the device on a regular basis.</li> </ul>	Clerk
13.	<p><b>Community Engagement &amp; social media</b></p> <ul style="list-style-type: none"> <li>Community event for King's coronation</li> </ul> <p>B Zaccarelli and J Wills met to discuss the initial proposal for a celebration for the coronation in May 2023. The outline proposal is for a two-day event: an evening celebration on Saturday 6<sup>th</sup> May 2023 with music and dancing. There is a village fete planned for Sunday 7<sup>th</sup> May 2023. The venue is to be confirmed. It was agreed that the Parish Council would donate a start up fund for the event, which would then be self-funding. B Zaccarelli has made a request for a committee to form to help organize the event. The project can not take place if it does not have help to organise it from the village.</p> <ul style="list-style-type: none"> <li>Facebook posts</li> </ul>	

	It was noted that there is an article in the Wiltshire Times about the removal of 250 metres of hedgerows on land off Devizes Road. Wiltshire Council has issued a replanting order, to be completed by the end of November 2022.	
14.	<p><b>Playing fields &amp; play areas</b></p> <p><u>Silverlands Play Area:</u> update on plans for refurbishment. The Clerk and representatives of the Parish Council have met with a playground contractor. The contractor has provided a quotation. Further meetings will be held with different contractors to see what their suggestions will be for the area.</p> <p>L Wills confirmed that she has viewed the play area at Avon Road. It was suggested that the Parish Council views the play area at Christian Malford too.</p> <p>Repair work will be carried out to the existing swing frame.</p> <p><u>Large playing field:</u> J Dalley put forward a proposal for repairing the lane, with a delivery of tarmac and concrete.</p>	
15.	<p><b>Village Appearance</b></p> <p>The Clerk requested that the Parish Council arranges for a garden waste bin, to be kept at Furlong Close, which can be used with by the groundworker when working in the village. The Parish Council agreed to this proposal (J Dalley, seconded by P Brown, all Councillors were in favour).</p> <p><u>Tasks for the ground's worker</u></p> <p>It was asked if the leaves on the path from the Church to Cock Road could be swept.</p> <p><u>Grit bins:</u> L Wills agreed to check the salt levels in the grit bins.</p>	
16.	<p><b>Correspondence</b></p> <p>There was no further correspondence to update the Parish Council on.</p>	
17.	<p><b>Date of next Parish Council meeting</b></p> <p>Wednesday 11<sup>th</sup> January 2023, @ 7.30pm for precept setting in Rowde Village Hall.</p> <p>Wednesday 8<sup>th</sup> February 2023, at 7.30pm in Rowde Village Hall.</p> <p>Everyone is welcome to attend all meetings.</p>	

Closed meeting:

- Discussion on salaries.

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

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