

DRAFT MINUTES of the Ordinary ROWDE PARISH COUNCIL MEETING
Held on Wednesday 8th March 2023, 7.30pm, Rowde Village Hall

	<p>PRESENT: P Brown (Chair), J Dalley, M Humphreys, M Somerville, C Stevens, Josh Wills, B Zaccarelli Public audience: 2</p>	
1.	<p>Apologies & Acceptance of Apologies P Bryant, C Greenwood, T Humphreys, Lisa Wills. Cllr Mayes</p>	
2.	<p>Chairman’s five minutes There were no new items raised.</p>	
3.	<p>Register of business interests There were no business interests recorded.</p>	
4.	<p>Public Question Time A resident asked if Cllr Mayes could contact the Planning Officer for the Planning Application <i>PL/2023/00386: Outline Planning: Land West of Sand's Lane, Rowde, SN10 2QW</i>. In the Urban Design Comment published on 23rd February 2023, it is recommended that the application is withdrawn for necessary survey work to be carried out. It was noted that the Archaeological Officer, the Drainage Officer, the Housing Enablement Officer, Waste Management, Public Open Spaces, Climate Officer have all raised concerns about the application. The resident asked if the position could be clarified now with the Planning Officer, rather than waiting for the outcome deadline date, 26th April 2023.</p> <ul style="list-style-type: none"> • The Parish Council was thanked for their response to the planning application. 	
5.	<p>Wiltshire Council – There was no update.</p>	
6.	<p>Roles and responsibilities of Parish Councillors Chairman: Philip Brown Vice-Chair: Lisa Wills Allotments: Lisa Wills Events: Barbara Zaccarelli Finance: P Brown, C Greenwood, M Humphreys, L Wills, Footpaths: M Somerville Neighbourhood Plan: P Brown, C Greenwood Planning: P Brown Playing field management: J Dalley, J Wills Roads & Transport, footpath: C Greenwood Safety: M Somerville Social Media: L Wills, M Humphreys Village Appearance: Website: M Humphreys Youth Co-Ordinator: Josh Wills</p>	
7.	<p>Agree the minutes of the Parish Council meeting held on 8th February 2023 The Parish Council accepted the minutes from the meeting held on 8th February 2023. This was proposed by J Dalley and seconded by M Somerville. All Councillors who were present at the meeting agreed.</p>	

8.	<p>Matters arising & actions taken from the meeting held on 8th February 2023</p> <ul style="list-style-type: none"> • The Chairman was asked to write to Wiltshire Council to ask whether the land adjacent to Rowde Primary School (High Street) could be made available for development. Wiltshire Council has confirmed that there are no plans for Wiltshire Council to develop on this site, although the land could be suitable for development in the long term. • The Chairman has asked about the Neighbourhood Plan website. It is still not working. • The overgrown grass verges and weeds across the pavement on Devizes Road has been reported through the My Wilts App. • The benches on the Hill will be repainted when the weather improves. 	
9.	<p>Financial matters</p> <p><u>Monthly bank reconciliation & monthly invoices for February 2023</u> The Parish Council reviewed the monthly bank reconciliation. <u>February 2023 invoices</u> (total: £6,102.91) Admin costs: £2,104.75 Ground's maintenance: £872.17 Speed Indicator Device: £2,807.99 Events: £318.00 (£300 deposit to be returned). Payments were proposed by M Somerville, seconded by M Humphreys (P Brown abstained from the vote on payments to L Brown for litter collecting). All other Councillors approved the payments.</p>	
10.	<p>Street naming – development next to Reed Place</p> <p>The land adjacent to Reed Place, with development imminent, can not be named Reed Place. The Parish Council has proposed the name: Haymeadow Way for the new development. The Parish Council suggested having some pre-determined names so that it is not an urgent issue in the future.</p>	
11.	<p>Planning</p> <p>Notice of planning application: PL/2022/08902, Plot 7, Dunkirk Hill Farm, Devizes, Wiltshire, SN10 2BD: Consultation – Retrospective permission for erection of a metal shed. This site is not in the parish of Rowde. It can be seen from Rowde though. The Parish Council wished to record their view as ‘no comment’.</p>	
12.	<p>Village Appearance</p> <p><u>Grounds Maintenance Contract – discussion on tenders received</u> The Clerk sent out five requests for tender for the grounds maintenance contract in the village. The Parish Council received one tender for the full contract and one for part of the contract. It was proposed that additional information is required for the cost of cutting the large grassed areas. It was proposed that the cutting of the hedge around the football field is removed from the contract and dealt with locally. <u>The Hill:</u> There is a proposal to build a planter on the Hill. The Parish Council voted in favour of the planter (four votes for, two against). There is concern that some of the existing planters in the village are not maintained. The Clerk was asked to write to local residents who had volunteered to tend them. It was agreed to review the condition of the planter on the Hill in 12 months' time. <u>The Big Help Out Day 8th May 2023</u> The Parish Council suggested promoting the day on social media. It was suggested that residents may like to weed and tidy the pavement area in front of their houses during the month of May. The Chairman agreed to write an article for the Rowde Village News.</p>	<p>Clerk</p> <p>Clerk</p> <p>L Wills PB</p>

	<p><u>Discussion on planting of saplings</u> The Clerk was asked to find out what species of tree the saplings are, so that planting can be scheduled accordingly.</p>	Clerk
13.	<p>Playing fields & play areas. <u>Discussion on quotations for refurbishment of Silverlands Play Area</u> Three Parish Councillors met to discuss the quotations that had been obtained for the refurbishment of the Play Area at Silverlands Road. A preferred option was chosen with some proposed amendments. The Parish Council agreed to install the largest climbing frame option. The Parish Council asked if a basket swing could be installed to the side of the new climbing frame. The Clerk will ask the contractor. Thank you to Tom Humphreys for reinforcing the bottom of the swing frame. If the existing swing frame can be re-used, the cost to replace the swings will be £1,403 exc VAT. The Clerk was asked to find out the lead time for installing the new equipment. There was some discussion about providing goal posts for the grassed football area. <u>Further discussion on playground inspection and maintenance courses to be undertaken by the Parish Council</u> There was discussion about the Parish Council paying for M Somerville to attend a playground inspection and playground maintenance course. M Somerville would be able to carry out this work for the Parish Council then. The cost of the courses will be approximately £1400 in total. The advantages are that M Somerville is local and said he would charge a lower rate to carry out the work. The disadvantages are the reliance on one person to carry out the work and the repairs and material will still need to be paid for. M Somerville was asked to put together a proposal for how a contract would look and state how much he would charge for the work. The next course begins on 23rd 24th May. The Clerk was asked to report on how much has been spent on the Tower View play area in the last three years. <u>Large Playing field update</u> J Dalley asked for help with repairing the lane on Sands Lane towards the playing fields and allotments. The repairs will be carried out in the week beginning 20th March. A suggestion for speed humps was made. The Clerk was asked to find out whether this would be permitted by Wiltshire Council. J Dalley is planning to create a pedestrian only access to the large playing field. M Humphreys offered to source the metal railings. J Dalley agreed to send a list to M Humphreys of the items that are needed.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>JD & MH</p>
14.	<p>Highways <u>Speed Indicator Device – plan for management of device</u> The Speed Indicator Device has been purchased and delivered. The post and sockets have been installed by Wiltshire Council. Volunteers are needed to move the Speed Indicator Device on a regular basis. Volunteers must attend an online course with Wiltshire on how to move the SID safely before it is installed. Volunteers to attend the course are: P Brown, C Greenwood, M Humphreys, T Humphreys, M Somerville, J Wills, <u>Flooding – Devizes Road</u> No update.</p>	
15.	<p>Community Engagement & social media <u>Community event for King's coronation</u> The Committee has met again to discuss plans for the event to celebrate the King's Coronation. The event will be self-funding. There will be a barbeque and drinks to</p>	

	<p>purchase. There will be stalls and a raffle. A leaflet that has been designed to promote the event.</p> <p>It is agreed that a gazebo {6m x 3x} is needed for the event and future events. Parish Councillors were asked to research a gazebo and report back to B Zaccarelli before the next meeting with a suggested purchase.</p> <p>The generator will be needed for the event.</p> <ul style="list-style-type: none"> • B Zaccarelli is hosting a Cream Tea at the Village Hall on Easter Saturday, 8th April 2023 to help fund the event. Tickets will cost £5.00. Everyone is invited to attend. <p><u>Coronation memorabilia</u></p> <p>L Wills has sourced coronation medals. The Parish Council chose from three options of medal and asked for 'Rowde' to be inscribed on the medal. The cost will be £3.25 per medal.</p> <p><u>Facebook posts</u></p> <p>There were no updates</p>	ALL
16.	<p>Correspondence</p> <p>There was no correspondence to report.</p>	
17.	<p>Date of next Parish Council meeting</p> <p>Wednesday 19th April 2023, at 7.30pm in Rowde Village Hall.</p> <p>Everyone is welcome to attend all meetings.</p>	

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

Signed: Chairman Date: