

Draft minutes of the Ordinary ROWDE PARISH COUNCIL MEETING
Held on Wednesday 13th March 2024, 7.30pm, Rowde Village Hall

| | | |
|----|---|--|
| | <p>PRESENT: J Dalley, C Greenwood, A Humphreys, C Stevens, J Wills (until 9.45pm), L Wills, B Zaccarelli Public audience: 9 Cllr Laura Mayes</p> | |
| 1. | <p>Apologies: P Bryant, M Somerville</p> | |
| 2. | <p>Register of pecuniary interests No interests were recorded.</p> | |
| 3. | <p>Presentation from the National Grid on the North Wessex Downs Visual Impact Provision (VIP) by Stuart Fox and Amardeep Malhi. Work has begun on the project to remove 13 pylons across Roundway Down. Archaeologists are currently on site. The project will be completed by Spring 2026. S Fox & A Malhi informed the meeting that the proposed haul road will not be in place in time for the initial enabling works. This means that construction traffic and employees will have to use Conscience Lane for a period of up to 16 weeks, starting on 2nd April 2024. There will be some large vehicle movements between 9am – 3pm. One of the vehicles, 44 tonnes+, must be escorted legally. All the large vehicles will have GPS trackers in their cabs so that their locations known at all times. There is a dedicated phone line and email for residents to report any problems directly to National Grid. visualimpact@nationalgrid.com 0330 1340051. Residents are advised not to use Conscience Lane during this time as a safety precaution if possible.</p> | |
| 4. | <p>Public Question Time A question was asked about whether the defibrillator will continue to be sited at the Cross Keys, considering the sale of the building. The Cross Keys plot was sold in December 2023. L Wills has been in contact with the new owner. They will check whether the defibrillator is on a separate fuse board so that electricity to the cabinet can be switched back on. The defibrillator works independently of the electricity source. The defibrillator will need to be re-sited moving forward.</p> | |
| 5. | <p>Wiltshire Council update: Cllr Laura Mayes <u>Resurfacing of Rowde Court Road</u> Some residents have complained about the recent resurfacing of Rowde Court Road, including the use of a firm from outside of the County. Wiltshire Council Highways has responded by saying: ‘Micro-Asphalt is a cost-effective surface treatment best used on roads showing early stages of wear and tear and can extend the life of a carriageway by up to 10 years. When first laid, it will look very dark, feel soft underfoot and have a rough texture. It differs from other products in that it takes some time to cure and bed-in. The current wet weather conditions means that the material is taking longer than usual to cure. The bedding-in process takes around one to three months. This can vary depending on weather conditions and the amount of traffic using the road. The more traffic, the faster the road will bed-in. During bedding-in, the surface lightens in colour, solidifies, and becomes smooth. In the end, it will look like a typical road. Once the micro asphalt has been laid then the contractor will return to site usually within one week to sweep the road and remove loose stones. Drains and other covers will be uncovered and/or adjusted within 2 to 4 weeks and road markings will be</p> | |

| | | |
|----|---|--|
| | <p>replaced within a month. Regular inspections of the roads will be undertaken to ensure that the bedding in process is completed. Any remedial works will be identified and undertaken by the contractor.</p> <p>It has been asked why Rowde Court Road was chosen for resurfacing. This could have been logged as a request years ago.</p> <p><u>Silverwood School</u>: There continues to be problems with the construction of the roof over the wooden framed building.</p> <p>A question was asked about the planned reduction of the speed limit outside of the school. There are discussions by Highways about the speed limit being reduced from 50mph to 40mph. It was noted by a member of the audience that the parish was originally told that the speed limit would be reduced to 30mph.</p> | |
| 6. | <p>Decision from Standards Hearing Sub-Committee Complaint Hearing v. Cllr J Dalley Extract from the minutes of the above hearing.</p> <p>The Hearing was in relation to complaint COC146700 made by Cllr Amanda Humphreys (The Complainant) of Rowde Paris Council, regarding the alleged conduct of Councillor John Dalley (The Subject Member), also of Rowde Parish Council.</p> <p>Having considered all relevant matters and evidence, including the complaint, the Investigating Officer's report, the submissions made by the parties as detailed in the agenda papers and in verbal statements during the Hearing, the Sub-Committee concluded on the balance of probabilities that Councillor John Dalley of Rowde Parish Council breached the Parish Council's Code of Conduct under the following provisions: Paragraph 1 - He/she shall behave in such a way that a reasonable person would regard as respectful. Paragraph 2 - He/she shall not act in a way which a reasonable person would regard as bullying or intimidatory. Sanctions: The Sub-Committee agreed the following Sanctions be recommended to Rowde Parish Council: 1. To recommend the Censure of Cllr John Dalley 2. To recommend the Hearing Sub-Committee minutes regarding COC146700 be published for information on the next Parish Council meeting agenda. In addition, the following advisory notes were agreed: a) That Rowde Parish Council considers setting up an amenity committee and forms other sub-committees for specific areas of responsibility when required. b) That Rowde Parish Council considers the adoption of a model where a due process moving forward involves the clerk taking on such actions as the acquisition of quotes for future expenditure/works, which could be brought back to future Parish Council meetings for consideration in public. c) That Rowde Parish Council considers inviting all its members to undertake training on, the code of conduct, and meeting etiquette.</p> <ul style="list-style-type: none"> ● A Humphreys stated that she was not the only complainant and that six Councillors had originally complained. ● The Parish Council noted that training will be arranged for Councillors. The Clerk has requested training, however, there is currently a vacancy for the County Secretary and there has not been a response from the Wiltshire Association of Local Councils. <p><u>Recording meetings</u></p> <p>The Chairman initiated a discussion on recording meetings. Some Parish Councillors consider it important to record the meetings so that points can be clarified at a later stage. Other Parish Councillors thought it was unnecessary to record meetings. There were questions around how the data would be used and stored. The Parish Council will investigate requirements around data protection if the meetings are recorded in the future. It was noted that members of the public are permitted to record meetings. The meeting should be informed if recordings are being taken by anyone.</p> | |
| 7. | <p>Agree the minutes of the Parish Council meeting on 7th February 2024</p> <p>All Councillors who were present at the meeting agreed to accept the minutes as a record of the meeting (proposed by B Zaccarelli, seconded by J Dalley).</p> | |
| 8. | <p>Matters arising & actions taken from 7th February 2024</p> <ul style="list-style-type: none"> - Some of the gullies in the parish have been cleared by the Gully Discretionary Service (Wiltshire Council). | |

| | | |
|-----|--|--|
| | <ul style="list-style-type: none"> - The hedge around the large playing field has been cut. - Wiltshire Council has confirmed that they do not currently have plans to build on land adjacent to Rowde Primary School. - The Clerk has invited Rowde Primary School, Silverwood School, and the Mind Tree Café to speak at the Annual Village Meeting on 8th May 2024. The Headteacher at Rowde Primary School has invited the Parish Council to host the meeting at the school. The Parish Council agreed to accept the offer. - C Greenwood has received preliminary costings for new bespoke noticeboards. The quotation will be discussed at the next Parish Council meeting. - A Humphreys posted information about being a responsible dog owner on the Parish Council Facebook page. - The planning application to build on land adjacent to 35 Tower View has been approved, despite the Parish Council’s objections on grounds of access and parking. - Rowde Primary School has agreed for their car park area to be used for Community Speedwatch training for a weekend session. - L Wills has circulated to Parish Councillors a map showing where the Tanis footpath is intended to be. The Clerk has also spoken with Wiltshire Council, who do not object to the outline plan but have requested more details about materials to be used and measurements. - The Clerk has reported the missing 30mph speed limit sign from Marsh Lane to Wiltshire Council (A Cadwallader). - There are no further updates on the trench dug alongside Buena Vista (Devizes Road). | |
| 9. | <p>Financial Matters</p> <ul style="list-style-type: none"> • Monthly bank reconciliation was shared with the Parish Council • Monthly invoices for February 2024 were approved. <p>Total: £2,710.52 Admin costs: £1,780.50 Ground’s maintenance: £569.97 Allotments: £48.72 Playing field: £276.04 Fete: £35.29</p> <p>Proposed by C Stevens, seconded by C Greenwood. All Councillors approved the payments.</p> | |
| 10. | <p>Allotments</p> <p>M Somerville submitted a written report to note that the ground is still very wet at the allotments, but some plot holders are starting to tend to their plots.</p> <p>Allotment holders are reminded to keep the gate closed to avoid damage being caused by it being left open to the wind. Allotment holders are also reminded not to use chemicals on or around their plots.</p> <p>There will be an amendment to the current allotment tenancy to notify tenants that if they do not tend their plots, their tenancy may be cancelled. Further amendments to the tenancy agreement will be discussed at the next Parish Council meeting.</p> <p>L Wills agreed to meet with M Somerville to discuss further potential changes to the allotment tenancy agreements.</p> | |
| 11. | <p>Community Engagement & Social Media</p> <p><u>Fete 2024 planning</u>: Plans are going well. J Wills has booked a five-piece band for the event. There are plans to relocate the stage this year, nearer to the large field gate for</p> | |

| | | |
|-----|--|--|
| | <p>easier access for the performers. Residents are asked politely to keep access to the large field gate free on the day of the fete.</p> <p>There will be an arena in the middle of the field for the juggler. St Matthew’s Church will provide tea refreshments inside the Church. Profits from the event will be donated to local not-for-profit organisations, or charities. The main aim of the fete is to have fun not to make a profit.</p> <p>Lisa Wills asked about the Events Health and Safety manual and whether the Parish Council could access a copy.</p> <p>The next committee meeting will be on 16th April 2024 at B Zaccarelli’s house.</p> <p><u>Facebook posts:</u> The tree removed from the grounds of a property in Maundrell Close has left the wall damaged. The wall is supported by ivy that is growing over it. Aster has requested that the ivy is not removed by anyone.</p> <ul style="list-style-type: none"> - A request has been made for information on how to apply for one of the new homes in Haymeadow Way. Applications can be made through Homes4Wiltshire - A Humphreys informed the meeting that she would be interviewed by the Tonight programme on the campaign for more dog waste bins along the Canal. | |
| 12. | <p>Planning Applications</p> <p><u>Haymeadow Way – plans for foul drainage under Silverlands Play Area</u></p> <p>Wiltshire Council has asked permission from the Parish Council to run a foul drain pipework under Silverlands Play Area. The proposed area will run along the side of pavement part way to the Primary School, then under the middle of the grassed football area. The Parish Council has been asked by Wiltshire Council to grant them an easement for this to be carried out. There will be a 3 metre radius around the pipework, which the Parish Council will not be permitted to disturb once the easement has been agreed. The Parish Council will request that the trenchwork is not carried out over the school Easter holidays.</p> <p><u>Neighbourhood Plan Steering Group – update:</u> The Clerk provided an update on a recent meeting with a Senior Planning Policy Officer from Wiltshire Council and some members of the Devizes Neighbourhood Area Steering Group. Rowde parish needs to allocate land for 47 houses (67 total figure including completed and committed builds).</p> <p>Sites for Rowde are still being assessed by AECOM, a consultancy firm. When these assessments have been completed, the parish of Rowde will be consulted and residents will be able to put forward their preferences for development sites. Sites put forward by landowners need to be procedable, i.e. the landowner is prepared to build on their land. A question was asked about the status of AECOM. It was confirmed that they are planning consultants. A further point was made about the timespan of the Local Plan (up to 2038) and the statement in the Rural Housing Requirements document for Rowde to be able to delay their development until later in the plan. The Clerk noted that the parish still needs to put sites forward now for inclusion in the Neighbourhood Plan or they will not have a plan.</p> <p>Wiltshire Council has noted that 20 properties have been completed or committed. It is understood that 19 of these properties have been fully completed.</p> <p><u>Planning Applications:</u></p> <p>PL/2024/01968 The Firs, The Locks, Devizes, SN10 1QR Demolition of existing dwelling and construction of replacement dwelling complete with associated external works. Deadline for comments: 1/4/24. C Greenwood noted a non-pecuniary interest in the application and declined to vote. The Parish Council had no objections to the application due to it being on a similar footprint to the existing property, and it is mostly out of sight.</p> <p>PL/2024/02280 Car Park site and adjoining footpath High Street: Full planning application for altered access, stopping up of footway and construction of 2no. Use Class C3 dwellings with associated car parking. The application was received on 12th March 2024. The</p> | |

| | | |
|-----|---|--|
| | <p>deadline for responses is 8th April 2024, before the next Parish Council meeting. There were initial Highways concerns about the proposed loss of the visibility splay at the end of Marsh Lane. The Parish Council has not had time to fully consider the application. The Clerk has made a request for an extension on time to consider the application. If this is not granted, the Parish Council agreed to object to the application on grounds of visibility.</p> <p>- J Wills left the meeting at 9.45pm.</p> | |
| 13. | <p>Highways</p> <ul style="list-style-type: none"> • C Greenwood raised concerns about cars over-taking on the Devizes Road, noting that there several properties exiting directly onto the A342. Cllr Mayes suggested that the issue is raised with the Devizes Area Board. The Parish Council will discuss this matter further at the next Parish council meeting. There are also concerns about the speed limit on Marsh Lane, especially past Furlong Close. <p><u>Speed Indicator Device (SID)</u>: C Greenwood reported that the SID is working properly now with the new batteries installed.</p> <p>J Grey reported that last month's speed data had been submitted to the Police. The system is automated now and easier to use.</p> <p><u>Community Speedwatch</u>: C Greenwood has arranged a training/recruitment session for using the Community Speedwatch camera on Saturday 23rd March 2024 at Rowde Primary School. Everyone is invited to attend. Volunteers will need to complete an application form to be submitted to the Police. C Greenwood will email the form to the volunteers.</p> <p><u>Highways Matters Update at Devizes Area Board meeting: 26th February 2024.</u></p> <p>A complaint was made by a member of the audience about drains being blocked along the London Road, due they thought to agricultural matter flying off unsheeted trailers travelling through the town. The Clerk will find out the legal position regarding the need to sheet agricultural loads when travelling. The Clerk was advised to check the NFU online guidance on tractors.</p> <ul style="list-style-type: none"> • It was noted that all A & B roads should be on an annual schedule to have their gullies emptied. • The Chairman updated the Parish Council on the speeding statistics for Rowde, as noted by the Devizes Area Board. Rowde had the second average highest speeders in the Community Speed Watch areas. The Chairman was asked to share these figures with Cllr Mayes. <p><u>Trees</u>: A Watters reported trees that have died along Marsh Lane, along the border of Rowde Court, opposite the entrance to Furlong Close, which are potentially dangerous. It is reported that these are on Highways land. It was asked who is responsible for checking their safety. The Clerk will report this to the Tree Officer at Wiltshire Council.</p> | |
| 14. | <p>Playing fields</p> <p><u>Request from Aster</u> to address the grass verge around Silverlands Play Area. This area is being driven over by cars and has become rutted. Aster has asked if the Parish Council would like to take this on as a project to plant or tend to. This strip of land around the fenced play area does not belong to the Parish Council.</p> <p><u>Saplings</u>: The saplings, currently located at Stoney Croft, will be planted to form a small copse in the large playing field, near to the BMX track. L Wills will arrange for the trees to be collected.</p> | |
| 15. | <p>Correspondence</p> <p>There was no further correspondence.</p> | |
| 16. | <p>Date of next Parish Council meetings</p> <ul style="list-style-type: none"> • Wednesday 17th April 2024, 7.30pm, Rowde Village Hall. <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: