

## MINUTES of the Annual Parish & Ordinary ROWDE PARISH COUNCIL MEETING

Held on Wednesday 10<sup>th</sup> May 2023, 7.30pm, Rowde Village Hall

	<p><b>PRESENT:</b> P Brown (Chair), P Bryant, J Dalley, C Greenwood, A Humphreys, T Humphreys, M Somerville, Josh Wills, L Wills, B Zaccarelli          Cllr Laura Mayes          Public audience: Six          Apologies: C Stevens</p>	
	<b>Annual Parish Council meeting</b>	
1.	<p><b>Election of Chairman</b>          P Brown was proposed to remain as Chairman by C Greenwood, seconded by P Bryant. All Councillors were in favour.</p>	
2.	<p><b>Election of Vice-Chairman</b>          L Wills was proposed for Vice-Chairman by J Dalley, seconded by A Humphreys. All Councillors were in favour.</p>	
3.	<p><b>Councillor responsibilities</b>          C Stevens will oversee the role of Village Appearance. T Humphreys will oversee the management of the Speed Indicator Device.          All other Councillors remain in their existing roles.</p>	
4.	<p><b>Finance</b></p> <ol style="list-style-type: none"> <li>a. Presentation &amp; approval of accounts for year ending 31 March 2023. The Parish Council approved the accounts for the year ending 31 March 2023.</li> <li>b. Review of internal auditor's report: There were no matters to report.</li> <li>c. The Parish Council approved the Annual Governance Statement 2022/23 on the Annual Governance and Accountability Return 2022-23 and agreed with all of the statements.</li> <li>d. The Parish Council approved the Accounting Statement. Both documents were signed by the Chairman.</li> <li>e. Review of bank signatories. No changes were made at this time. There are currently four bank signatories.</li> </ol>	
	<b>Ordinary Parish Council meeting</b>	
5.	<p><b>Public question time</b></p> <ul style="list-style-type: none"> <li>• It was noted that the village will be judged in the Best Kept Village competition in the next few weeks. It was noted that there are many weeds along the pavements in the village. L Wills agreed to ask Wadworths about their plans to tidy the front of the pub area. M Somerville agreed to apply weed killer to the weeds on the pavement and then cut them down [M Somerville applied the weedkiller 13/5/23]. There was some discussion about the use of a road sweeper. It was suggested that January &amp; June may be the best months for the road sweeper to be hired.</li> <li>• A decision has still not been made on the planning application to build on land off Sands Lane. It was commented that the applicant is submitting further documentation. This has not been made publicly available yet. It was suggested that the application should be watched very carefully for any further developments. P Brown agreed to contact the planning officer to ask the position of the application.</li> </ul>	<p>LW MS PB</p>
6.	<p><b>Wiltshire Council update</b>          Cllr Laura Mayes gave a full update at the Annual Village meeting. Please see separate minutes.</p>	

7.	<p><b>Agree the minutes of the Parish Council meeting on 19<sup>th</sup> April 2023.</b> M Somerville proposed and C Greenwood seconded that the minutes should be accepted. All Councillors who were present at the meeting agreed.</p>	
8.	<p><b>Matters arising &amp; actions taken from 19th April 2023</b></p> <ul style="list-style-type: none"> <li>• P Brown contacted Wiltshire Council to express further concern about traffic from the proposed development on land off Sands Lane exiting onto Marsh Lane.</li> <li>• The Devizes Area Neighbourhood Steering Group will meet next on Monday 15th May 2023.</li> <li>• M Somerville shared his insurance details with the Clerk.</li> <li>• The Clerk contacted Bishops Cannings Parish Council and Devizes Town Council about their views on the National Grid (sealing end compounds). No response was received.</li> <li>• It has been confirmed that the National Grid welcomes applications from registered charities, social enterprises and non-profit organisations to receive grants of up to £20,000. Parish Councils are not able to apply directly for funding.</li> </ul>	
9.	<p><b>Finance Matters</b></p> <ul style="list-style-type: none"> <li>• Monthly bank reconciliation &amp; monthly invoices for April 2023 <u>April 2023 invoices</u> (total: £8,740.55) Admin costs inc. audit fees: £2,842.76 Ground's maintenance: £842.71 Insurance: £1,722.57 Playground equipment: £1,683.34 Fete celebration: £705.17 Track repair: £444.00 Donations to village groups: £500</li> <li>• An invoice for £73.33 (exc. VAT) was accepted at the Parish Council meeting. This was for the purchase of a new battery for the generator. J Dalley will store the battery.</li> </ul> <p>Payments were proposed by C Greenwood, seconded by M Somerville (P Brown abstained from the vote on payments to L Brown for litter collecting). All other Councillors were in favour.</p> <p>It was agreed to use money from the Community Infrastructure Levy (C.I.L) ringfenced funds to cover the repairs to Sands Lane (£370 exc. VAT). This was proposed by C Greenwood, seconded by J Wills. All Councillors were in favour.</p> <ul style="list-style-type: none"> <li>• Approval of donations to Village groups.</li> </ul> <p>It was agreed to donate the following: Bromham and Rowde Monday Club: £150 (proposed by C Greenwood, seconded by A Humphreys. All Councillors were in favour). Rowde Toddlers: £100 (proposed by C Greenwood, seconded by A Humphreys. All Councillors were in favour). Link: £250 (all Councillors were in favour) The Parish Council agreed to pay up to £500 towards the cost of the clock maintenance when the invoice for the work has been received. The Parish Council will ask for further information from other applicants.</p>	Clerk
10.	<p><b>Community Engagement &amp; social media</b> <u>Coronation Event – feedback</u> B Zaccarelli thanked everyone who helped to plan the event and who helped to set up and run the event, including J Wills and T Humphreys for providing First Aid cover and all</p>	

	<p>Parish Councillors who helped on the day. Special thanks were also given to Rosie Berry, Helen Pengelly and Kirsty, Caroline Culley, Caroline Keevil.</p> <p>The finances from the day will be presented at the next Parish Council meeting.</p> <p>Matters that need addressing for future events: Concerns about some aspects of Health &amp; Safety; the need to remove cars in Tower View cul-de-sac which blocked access needed to the field in spite of being contacted before the event and being asked to keep the access clear; clearing and tidying up after the event.</p> <p>The gazebo purchased by the Parish Council will be stored with T &amp; A Humphreys, with kind thanks.</p> <p>The Parish Council thanked B Zaccarelli for leading a very successful and well-attended event.</p> <p><u>Christmas</u>: L Wills is proposing to arrange a sleigh to go around the village at Christmas time to collect gifts for older or vulnerable residents, which can be made into gift packs.</p> <p><u>Facebook post</u>: L Wills &amp; A Humphreys have kept the Parish Council Facebook page updated with all events.</p> <p><u>Silverwood School</u>: Steven Lanson-Dale from Silverwood School contacted the Parish Council for assistance with their Coronation celebrations. C Greenwood personally purchased a gazebo for Silverwood School and received a 'huge Silverwood School thank you' email. Mr Lanson-Dale wishes to attend a future Parish Council meeting to discuss ways of working collaboratively with the school.</p>	
11.	<p><b>Playing fields and play areas.</b></p> <p><u>Large Playing Field</u></p> <p><u>Discussion on purchasing a container for use at changing facilities at the large playing field.</u></p> <p>C Greenwood has obtained a quotation for a container which has been modified to include three rooms with separate doors, and a secure door on the outside. It is to be fully lined and insulated and delivered to site for £7,750.</p> <p>The Parish Council asked for a full written specification of the container. The Parish Council voted to accept the quotation in principle, subject to seeing full specification of the container (proposed by T Humphreys, seconded by P Bryant. All Councillors were in favour).</p> <p>It was proposed that the £4000 from the ring-fenced playing field fund is put towards the cost of the purchase. The remaining cost can be taken from the C.I.L ringfenced fund.</p> <p>A question was asked about what revenue the playing field brings into the Parish Council. It was noted that Rowde does not have its own football team. However, there are other teams clamoring to use the pitch. It was commented that it would be good to promote the use of the field for other sports.</p> <ul style="list-style-type: none"> <li>• J Dalley said the goal posts will be put away now until the winter. The children in the village still need goal posts to play with. J Dalley agreed to source new goal posts for the large playing field, and also a goal post for Silverlands.</li> <li>• Pedestrian access gate: J Dally will order the parts and plans to weld them together. It was asked about the required space needed for access by a double buggy or wheelchair.</li> </ul> <p><u>Silverlands Play Area</u></p> <p>The net on the climbing frame needs refixing into the ground. The Clerk will arrange this.</p>	CG  JD  Clerk  Clerk
12.	<p><b>Highways and Village Appearance</b></p> <p><u>Speed Indicator Device</u></p> <p>Advice has been received from Wiltshire Council to say that the device does not need to be moved now every 2 – 8 weeks. The S.I.D can only be moved by people who have carried out the online training course. L Wills proposed that R Wills could do the course. The Clerk will arrange this.</p>	Clerk

	<p>It is possible to download statistics from the Speed Indicator Device. The Clerk will look at this with A Humphreys.</p> <p>C Greenwood volunteered to take over as Team Leader of the Community Speedwatch team.</p> <p><u>Village Appearance</u></p> <p>B Zaccarelli requested permission to place a signpost to the Church (driveway entrance) from the High Street.</p> <p>See item 5 for update on Best Kept Village Competition preparations.</p> <ul style="list-style-type: none"> <li>• There was a request for new litter pickers and protective clothing for our Litter Collector.</li> </ul> <p><u>Highways</u></p> <p>L Wills updated the meeting that the CCTV inspection of drainage along Devizes Road will not be completed now until the winter. L Wills agreed to follow up on this.</p>	<p>AH/ Clerk CG</p> <p>PB/ Clerk</p> <p>LW</p>
13.	<p><b>Allotments</b></p> <ul style="list-style-type: none"> <li>• L Wills updated the Parish Council on allotment vacancies. There are currently two half plots which are vacant. There was an enquiry recently about one of them.</li> <li>• There is concern about the memorial garden at the front of the allotment plot (on the left as you enter). It is not being maintained and the grass area is looking overgrown. The Clerk has contacted allotment holders and asked if they would like to help tend the area.</li> <li>• It is noted that there is a lot of waste timber laid on one side of the allotment boundary. It was asked if this could be removed when the grab lorry takes the remaining green waste.</li> </ul>	
14.	<p><b>Planning</b></p> <p>Planning Applications PL/2023/02163. Chapel House, Marsh Lane, Rowde, Devizes SN10 2NP Replace 3 decayed, single glazed arched windows, north and east sides, with like design upvc double glazed windows with addition of structural enhancement of 3 courses of matching brickwork at first floor level. Replace 2 decayed, single glazed arched, non-opening wood windows on south side with same design upvc double glazed windows. Replace decayed, wood front door and surround panelling with similar upvc door and panels.</p> <p>The Parish Council had no comment to make on the application.</p>	
15.	<p><b>Correspondence</b></p> <p>There was no further correspondence to report.</p>	
19.	<p><b>Date of next Parish Council meetings</b></p> <ul style="list-style-type: none"> <li>• Wednesday 14<sup>th</sup> June 2023, 7.30pm Rowde Village Hall</li> <li>• Wednesday 12<sup>th</sup> July 2023, 7.30pm, Rowde Village Hall.</li> </ul> <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: .....