

COLLINGBOURNE DUCIS PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD AT 7.00 pm.

ON MONDAY 10 MARCH 2025

Present: Cllr J Wood (Chairman), Cllr S Batley, Cllr D Dennis, Cllr P Knowlson, Cllr M-L Hey and Cllr A Green

In Attendance: Mr P Gill (Clerk) and one member of the public.

1. **Apologies.** Cllr S Lyons (Vice Chairman), Cllr D Ellston, Wilts Cllr C Williams and PCSO Rupinder Kaur.
2. **112.24 Chairman's Announcements.** The Chairman said that there was a busy agenda and at that the completion of election nomination papers would be dealt with at the end of the meeting.
3. **113.24 Declarations of Interest and dispensation requests.** None.
4. **114.24 Co-Options.** No applications received.
5. **115.24 Minutes of the last meeting.** Having reviewed the minutes of the Parish Council Meeting held on 2 January 2025 Cllrs **RESOLVED to accept the minutes as a true and accurate record which the Chairman then signed.** **Action: Clerk**
116.24. Matter arising. None
6. **117.24 Police Report and Policing Issues.** The Chair drew the attention of the Cllrs to the February generic Police Report which Cllrs noted. **Chairman thanked PCSO Rupinder for the report.**
7. **118.24. Wilts Councillor Report.** Wilts Cllr C Williams reported by email that Wiltshire Council applied to join the government's Devolution Priority programme at the end of last year, but since then the Government has announced that Wiltshire Council, along with the other local authorities that made up the Wessex Partnership has not been included in the Devolution Priority Programme. The delay to joining the programme means that it will now take longer for Wiltshire's residents to benefit from the additional funding and powers promised by the government that devolution would bring.
Despite Government's decision the Council remains committed to partnership working across the four councils to ensure the best outcomes for residents, businesses and visitors across Wessex. The Wiltshire Council Budget for 2025/26 was approved at Full Council meeting on the 25 February. The proposal for the Wiltshire Council element of the budget to increase by a 2.5% general increase, plus a levy of 2% to be spent solely on Adult Social Care was approved and this would give a Band D charge of £1886.99, an increase of £1.56 per week. The Financial Year quarter three budgets were also discussed, and the current revenue budget is forecast to overspend by £1.749m by the end of the financial year. These forecasts include an element of uncertainty and there remains confidence that further management of the position will bring it back into balance by the end of the financial year. The Cabinet met on 4th March, with a busy agenda that included a statutory public consultation launched by Island Green Power on the 29 January and runs until 19 March for Power Lime Park Solar Farm in the North of the county. Wiltshire Council is a consultee on this proposal, the final decision being made by the Secretary of State. It is a massive development, covering approximately 2,834 hectares, around 11sq miles. A report on the Local Transport Plan 4 was also received and will go forward to Full Council on the 11 March. I also attended Overview and Scrutiny Management meetings where scrutiny of the financial situation took place, a financial planning task group meeting and had an informal meeting with the Practice Manager of the Castle Surgery and representatives from Wiltshire Council planning and property services, TVBC planning and the NHS ICB on impact that the scale of planning growth will have on our local Primary Health Care facilities in the Tidworth Community Area.

8. **119.24 Adjournment for public comments/questions: 7.10pm.** No questions asked, however the member of the public introduced themselves.
The meeting reconvened at 7.15.

9. **120.24. Finance Report.**

The Clerk presented the Income and Expenditure report for **March** along with Bank Reconciliations produced from the accounts package and the latest bank statements. **Cllrs noted the report and reconciliations.**

Bank Tfr P Gill (Clerk's Sal & Exps 13 Jan 25) £526.33

Bank Tfr Clerk's (PAYE 13 Jan 25) £116.20

Bank Tfr A Dennison (Balloon Svcs 15 Dec 24) £155.00

Bank Tfr EDF (Rec Gd Electric 23 Jan 24) £7.61 (VAT £0.36)

Bank Tfr Idverde (Gds Maint & Bins 29 Jan 25) £674.90 (VAT £ 112.48)

Bank Tfr Hightrees Org Ltd (Website & IT Sp) £156.55 (VAT £26.09)

Bank Tfr P Gill (Clerk's Sal & Exps 10 Feb 25) £526.33

Bank Tfr Clerk's (PAYE 10 Feb 25) £116.20

Bank Tfr JRC Cleaning Svcs (Bus Shelters 17 Feb 25) £32.20 (VAT £ 5.37)

Bank Tfr S Gilford (Fruit Tree 25 Feb 25) £7.00

Bank Tfr Idverde (Gds Maint & Bins 25 Feb 25Jan 25) £674.90 (VAT £ 112.48)

Bank Tfr P Gill (Print Carts Viking Ltd - 9 Mar 25) £43.74 (VAT £7.29)

Bank Tfr P Gill (Clerk's Sal & Exps 13 Mar 25) £526.33

Bank Tfr Clerk's (PAYE 10 Mar 25) £116.20

Having considered the bills and cheques presented above **Cllrs RESOLVED to authorise them for payment.**

Action: Clerk

Burial Ground Fees. Having considered a previously circulated draft increase to the Burial Ground Fees **Cllrs RESOLVED to authorise the increases as drafted.**

Action: Clerk

Grants. No applications received.

10. **121.24 Planning Report:** Cllr Batley presented the previously circulated planning report and then briefed Cllrs on those applications that had been determined or were awaiting a decision.

Cllrs noted the report.

Applications for consideration.

PL/2025/00137. Notification of proposed works to trees in a conservation area

Unspecified tree – fell at 8 SAUNDERS MEADOW, COLLINGBOURNE DUCIS, MARLBOROUGH, SN8 3FA.

PL/2025/01472. The application relates to four sites - Near Highlands Farm SN8 3EG, Biddesdon Lane SP11 9DN, Jolly's Farm Chute SP11 9DS, Red House, Clanville, SP11 9JE & Roundway Farm (for precise locations see submitted details).

PL/2025/02079. Full planning permission. Creation of wildlife pond in connection with BNG offsite project at Glebe Barn Land, Tidworth Road, Collingbourne Ducis, SN8 3ET.

PL/2025/01866. Notification of proposed works to trees in a conservation area. T1 Common Beech - Crown reduction by 1.5 - 2 meters (pruning clear from overhead cables), raise low canopy to 2.5 - 3 meters above ground level and remove deadwood. T2 Common Beech - Raise low canopy to 2.5 - 3 meters above ground level at LAND SOUTH OF RED ROOFS, SUNTON.

Having considered the above applications **Cllrs RESOLVED to raise no objections or complaints.**

Action: Cllr Batley

Development Land to NW of Bourne Rise. Cllr Batley reported that no meeting had been held as there had been no contact from the developers.

Cllrs noted the report.

Wilts Council Local Plan. As Cllr Batley reported he had yet to look at the planning proposals affecting the village in the latest version of the Wilts Council Local Plan the item was deferred to the next meeting.

Action: Cllr Batley

11. 122.24 Property & Maintenance Report.

Communal And Play Areas. Cllr Knowlson reported no change in that the Annual RoSPA inspection highlighted an number of areas requiring repairs. After discussion Cllrs again **RESOLVED that Cllr Dennis was to pass the details of a company that could carry out the repairs to Cllr Lyons for him to arrange to have the repairs done.** **Action: Cllrs Dennis & Lyons**
Saunders Meadow.

Update. The Clerk reported that the incentivised financial offer from Wilts Council to have the Saunders Meadow Play Area transferred to the Parish Council is nearing completion with the final documentation to be issued in the very near future. **Action: Clerk**

Instruction. Having already agreed in principle to instruct Mr Peter Foskett of RKW Goodman Solicitors to act on behalf of the council in the matter of the transfer Cllrs **RESOLVED to direct the Clerk to instruct Mr Peter Foskett of RKW Goodman Solicitors.**

Action: Clerk

Signatories. Having considered which two Cllrs are to be authorised to sign the transfer documents Cllrs **RESOLVED that Cllrs D Dennis and P Knowlson were authorised to sign the transfer documents on behalf of the Council.** **Action: Cllrs Dennis, Knowlson and the Clerk**

General Maintenance: Cllr Lyons Reported the following by email:

Parish Steward. last visit was 12th February, he carried out a general tidy up as there was no specific requests. **Action: Cllr Lyons**

Litter pick. Unfortunately, he is having an operation on 13th march which means he will not be able to take part in the litter pick. He thinks we only need bin bags though. Cllr Leigh agreed to lead on the day. **Action: Cllrs Lyons & Leigh**

Police liaison. He has reported the vandalism of the Soldier Silhouettes to Wiltshire police, Case Reference 54250025621. After discussion Cllrs **RESOLVED that Cllr Knowlson was to arrange the purchase of two replacement silhouettes at a cost not to exceed £400.00 + VAT.** Moreover, it was agreed that a flyer was to be placed in the Courier highlighting the amount of general vandalism that is taking place in the Village and of the cost to the Villagers. **Action: Cllr Knowlson**

Planters. At some point we may need to plant some summer flowers, I will advise as and when. **Cllrs noted the report**

Detritus is on Knapp Footpath. Cllr Batley reported that following the cutting of hedges by some residents had left vegetation detritus on the footpath. Cllr Knowlson agreed to contact Wilts Council reference the removal of the detritus. **Action Cllr Knowlson**

River Bourne. Cllr Dennis reported that the Environment Agency had eventually removed the fallen trees and most of vegetation in the bed of the River Bourne, however some patches of vegetation still need to be removed the Clerk agreed to task Idverde with the removal. **Action: Clerk**

- 12. 123.24 Speeding.** Cllr Wood reported Mr Hartley has volunteered to look after the SIDs. So far there has only been one volunteer (Wendy Ropper) to join the SPEEDWATCH Scheme and without more the SPEEDWATCH Scheme would cease. **Action: Cllr Wood**

13. 124.24. Highways & RoW.

Local Highway Footway Improvement Groups (LHFIGs).

A346/A338 Church Street / High Street Junction. Cllr Knowlson reported that the final plan had been submitted for inclusion in Wilts Highways Capital Project list and that the outcome of a proposed pedestrian crossing assessment is awaited. **Cllrs noted the report**

Church Bends Damage. Cllr Knowlson reported the installation of Bollards at cost of circa £500.00 to the council had been raised at the last LHFIG Meeting and that he was due to meet with Wilts Highways to determine the best type and number of bollards. **Action: Cllr Knowlson**

Footpath repair. Cllr Knowlson reported that Wilts Council has now confirmed that the footpath on the Tipple Inn side of the A338 was in dire need of repair. To that end Wilts Council is to carry out some temporary repairs in the very near future and full repairs in due course to which the Council will be required to contribute circa 25%.i.e £3K **Action: Cllr Knowlson**

14. **125.24. Digital, Comms, IT And Engagement.**
Website & Facebook. Cllr Leigh reported that he has taken over the running of the administration of the Web site and Facebook Page and that any requests for posting on them are to be passed to him. Moreover, it is his intention to make more use of these to disseminate general information and details of events including flyers where appropriate. **Action: Cllr Leigh**
Email Addresses. Cllr Leigh reported that all Cllrs had been issued Council email addresses and that they should now be using them as the default for Council business. However, as some of the Cllrs are having issues with setting up their council email address on their outlook/mobile phones Cllr Leigh recommended that they contact him to get advice on how to do it. **Action: All Cllrs**
15. **126.24. Xmas Big Brunch.** In the absence of Cllr Ellston no report was offered. **Action: Cllr Ellston**
16. **127.24 Village Hall.** Cllr Green reported that the Village Hall continues to thrive with many events taking place throughout the year. However, support from the village at the Village Hall Trust Management Team could be much better as they are short of both a secretary and a Treasurer. Actions are in hand to try and remedy this by asking for volunteers through social media, the 'Courier' and those organisations that use the Village Hall the most. The next meeting of the CDVHT is the 19th of March 2025.
Cllrs noted the report
- ~~17.~~ **128.24 VE Day 80th ANNIVERSARY.** Cllr Wood led a discussion regarding the construction of a Management Plan and Risk Assessment as a result of which taskings were agreed and Cllr Wood agreed to circulate an up to date Management Plan and Risk Assessment post the meeting.
Action: Cllrs Wood and M-L
18. **129.24 ELECTIONS.** Cllrs noted that the Unitary and Town Parsh Council Elections are scheduled for Thursday 1May and that Cllrs or others who wish to stand for election should use this link [Local elections - Wiltshire Council](#) in order to find out what they are required to do in order to put themselves forward for election.
Action: All Cllrs
19. **130.24 Complaints.** None that have not been resolved satisfactorily.
20. **131.24. Date of Next Meeting.** The date of the next meeting was confirmed as 7.00pm on Tuesday 6 May 2025 which will be the Annual Parish Meeting followed by the Annual Parish Council Meeting.

The meeting closed at 20.20 pm.

Signed: Chairman:

Date: