



WROUGHTON PARISH COUNCIL

EXTRAORDINARY PARISH COUNCIL MEETING

Minutes of the meeting held on 29 June 2020 at 19.30pm
in The Ellendune Community Centre.

Present Cllr J Hewer (**Chair**)
Cllr P Bhardwaj
Cllr C Clark
Cllr H Dosanjh
Cllr D Hooper
Cllr N Hooper
Cllr D Martyn

Clerk Emma Freemantle (Clerk)

FC/228 **Apologies**

Apologies were received from Cllr L Campisano, Cllr A Richards, Cllr G Overbury, Cllr J King and Cllr L Gough.

FC/229 **Declarations of Interest & Applications for Dispensation**

Cllr C Clark declared an interest in Agenda item 12, BMX Floodlight installation.

FC/230 **Public Questions**

The Clerk raised a question on behalf of Vision 4 Wroughton and put forward a request to the Parish Council to look into future maintenance and costs surrounding the aeroplane seats in Willow – Brook gardens.

Cllr C Clark also declared an interest in the public question raised as she is the treasurer for Vision 4 Wroughton.

The Clerk advised that one out of the three aeroplane seats in Willow-Brook Gardens is currently in need of replacement. Pete Wilcox, a member of V4W Spitfire Group has come forward and advised that there is a currently a limited offer available for the purchase of a new aeroplane seat, the price is currently reduced due to this year's Battle of Britain anniversary and the group would like to look into purchasing this before the end of July.

The Clerk advised members that further information will be available at the next meeting held on 20 July 2020, in the meantime requested that members consider the Wroughton Parish Council involvement with the aeroplane seats further.

FC/231 **Information from Borough Councillors**

Members received a verbal update from Cllr C Martyn and Cllr B Ford.

Cllr B Ford thanked the Clerk for arranging for the Wharf Road hedge to be cut and also helping to arrange for the collection of garden waste from Willow – Brook gardens.

Both Ward Councillors updated the Parish Council with their own concerns within their responses to the planning applications for Earthline, North Wroughton and Marlborough Road.

FC/232 **Chair's Report**

The Chair welcomed everyone to the meeting and stated that all members present should now be familiar with the on line protocol for the virtual meetings.

The Chair advised that he thought the on line meetings were going well and that this is could be the new way forward for quite some time.

Members notes that play areas can now be reopened from the 4th July and that signage is being Implemented to support this. The Clerk advised that as the 4th is a Saturday the play areas will be re-opened on Monday 6th July after a full inspection has taken place. The Chair confirmed that all play areas are being deep cleaned this week ahead of them re opening.

The Chair also advised that the Parish Council will be helping a young volunteer at the end of July with his Duke of Edinburgh award, the young lad will be joining the Grounds Team once a week to help with the maintenance of the Open Spaces.

FC/233 **Final Accounts 2019/20**

Members **RESOLVED** to approve the final accounts for year ending 31 March 2019, a copy of which appear as Appendix A in the Minute Book.

FC/234 **Annual Governance Statement 2019/20**

Members **RESOLVED** to defer the Annual Governance Statement 2019/20 of the Annual Return for the External Auditor until the next Full Council meeting on 20 July 2020.

FC/235 **Annual Return**

Members **RESOLVED** to defer the Accounting Statement 2019/20 of the Annual Return for the External Auditor until the next Full Council meeting on 20 July 2020.

FC/236 **Allotment Administration**

Members **RESOLVED** to agree that the allotment waiting list will be managed by allocating vacant plots in the various order:

- 1) Resident of WPC with a guarantor – New plot holder
- 2) Non Resident of WPC with a guarantor – New plot holder
- 3) Existing plot holder with a guarantor
- 4) Non Resident of WPC without a guarantor

Members **NOTED** that the guarantor process was going well and that this should be continued until further notice.

FC/237 **Grounds Contract –Tender Document**

Members **NOTED** the Grounds Tender document and no further comments or adjustments were made at this time.

The Clerk advised that the final version would be available at the next Full Council meeting on 20 July 2020 and that the current Grounds Maintenance company in place are happy to continue service with the Parish Council on a one month rolling contract.

FC/238 **Weir Field**

Members considered a request from a resident regarding banning dog walking on the Weir Field recreational ground.

All present discussed that banning dog walkers from the area would be very difficult to police and that maybe larger signage which would make more of an impact and be less restrictive to the public.

Members **RESOLVED** to agree that signage and costs can be looked into by the Clerk and brought back to a later meeting.

FC/239 **BMX Flood Light Installation**

The Clerk provided a verbal update to the Council advising that there have been delays with flood light installation and that the Parish Council are waiting on further information and paperwork to come back from BMW Wroughton.

Members **RESOLVED** to agree that the additional Health & Safety fees incurred by the Council should be put forward to BMX Wroughton for consideration. Members agreed to approach British Cycling to ask if the fees could be included within the grant award scheme.

FC/240 **Meeting Schedule**

Members considered the meeting schedule of the Parish Council and **RESOVLED** to agree the following meetings may continue virtually:

- Full Council meetings will resume to their original schedule from 1st July onwards until further notice.
- Planning Safety & Highways meetings will resume to their original schedule from 1st July onwards until further notice.
- Finance & General Purposes, Open Spaces and Community Assets meetings will be reviewed further during the month of August however will all remain cancelled for the month of July.

A copy of the meeting schedule for the remainder of the year appears as Appendix B in the Minute Book.

FC/241 **Country Market**

Members **RESOLVED** to agree that the Country Market may be held on Willow-Brook gardens on Friday mornings.

A copy of the risk assessments and floor plan presented by the Country Market appear as Appendix C in the Minute Book.

The meeting closed at 8.43pm.

Signed.....

Date.....

Chairman of the Council