

## Draft Minutes from the Annual & Ordinary ROWDE PARISH COUNCIL MEETING

Held on Wednesday 14<sup>th</sup> May 2025, 7.30pm, Rowde Village Hall

	<p><b>PRESENT:</b> L Wills (Chair), J Dalley, C Greenwood, S Rigby, E Watt, J Wills Public audience: 16</p>
	<p><b>Welcome</b></p>
	<p><b>Apologies</b> Absent: M Somerville</p>
1.	<p><b>Election of Chair</b> L Wills was re-elected as Chairman of Rowde Parish Council (proposed by E Watt, seconded by S Rigby). All Councillors were in favour .</p>
2.	<p><b>Election of Vice-Chair</b> Three Parish Councillors were nominated for election to the Vice-Chairman role. J Wills was elected with a majority of the votes. J Wills signed the Declaration of Acceptance of Office.</p>
3.	<p><b>Councillor responsibilities</b> Councillor responsibilities will be considered at the next Parish Council meeting.</p>
4.	<p><b>Finance</b> <b>Presentation and approval of accounts for year ending March 2025</b> Parish Councillors were presented with the draft accounts before the meeting. No questions were raised. The accounts have been approved for external audit. <b>b. review of internal auditor’s report</b> There were no items raised by the internal auditor. <b>c. Parish Council approval of Annual Governance Statement 2024-25</b> The Parish Council reviewed the statement questions and did not disagree with the statements. The statement was signed by L Wills, Chairman. <b>d. Parish Council approval of Accounting Statements 2024-25</b> The Parsh Council approved the Accounting Statements for 2024-25 <b>e. Review of bank signatories.</b> It was agreed to continue with the current bank signatories.</p>
	<p><b>Ordinary Parish Council meeting</b></p>
5	<p><b>Co-option of Tom Lines</b> T Lines observed a Parish Council meeting on 2<sup>nd</sup> April 2025. It was agreed that T Lines would be co-opted onto the Parish Council (proposed by J Dalley, seconded by J Wills) All Councillors were in favour.</p>
	<p><b>There were no pecuniary interests recorded.</b></p>
6.	<p><b>The Hub</b> C Greenwood and J Dalley updated the meeting on discussions to re-site the Pratten Hut from Bromham. The reasons for wanting to purchase the Pratten Hut, include the wish to provide a community building. The large playing field is the only suitable land owned by the Parish Council that is large enough to site a community building. Some concerns were raised about the siting of the hut on the Sands Lane sports field, with regards to potential vandalism and risk of arson. There are also concerns about costs escalating.</p>

	<p>C Greenwood noted that the Parish Council has already submitted a planning application for permission to site the hut on the large playing field. This is being processed. If the Parish Council receives planning permission, then the application can move forward. A member of the audience noted that RAF Lyneham are selling off portable buildings of all sizes. It was also noted that it is possible to hire a container for a period of time, so that its use could be evaluated.</p>	
<b>7.</b>	<p><b>Public Question Time</b> No questions were asked.</p>	
<b>8.</b>	<p><b>Agree the minutes of the Parish Council meeting held on 2<sup>nd</sup> April 2025</b> The Councillors who were present at the last meeting agreed that the minutes were an accurate representation of the meeting (proposed by E Watt, seconded by C Greenwood).</p>	
<b>9.</b>	<p><b>Matters arising and actions taken from the meeting: 2<sup>nd</sup> April 2025</b></p> <ul style="list-style-type: none"> <li>• L Wills supplied a map to pinpoint where the brook needs clearing and a ditch digging out on The Common. L Wills will discuss this with Richard Williams (Wiltshire Council, drainage).</li> <li>• The Clerk contacted Wiltshire Council about the footpath that was proposed in discussions with the contractors at Haymeadow Way. Wiltshire Council says that it does not have the funds for a new footpath at the back of the school. J Dalley and C Greenwood maintain that the footpath was agreed.</li> <li>• Bromham Parish Council has confirmed that it will sell their Pratten Hut to Rowde Parish Council for £3.5k</li> <li>• The Clerk has contacted a local contractor to obtain a price for moving the Pratten Hut and re-site it at the large playing field, Sands Lane.</li> <li>• The Clerk has contacted Community Payback and they are interested in carrying out work for the Parish. Toilets and hand washing facilities must be available.</li> <li>• A revised schedule of works for the remaining grounds maintenance work has been devised. This will be sent out to local contractors.</li> <li>• The Clerk has looked into the local scheme for schools to make safer routes to school. The funding stream has closed for this year.</li> <li>• L Wills has received a response from Aster about the licence fee to site the Parish Council noticeboard and grit bin on Aster land at Tanis. Aster will charge a fee of £250 for drafting and preparing the licence, plus an admin fee of £150 plus VAT and then a peppercorn rent thereafter of £1.00/annum. L Wills will ask if the fee will include Parish Council amenities at Silverlands Road.</li> </ul>	<p>Clerk</p> <p>LW</p>
.	<p><b>Register of pecuniary interests</b> No pecuniary interests were recorded.</p>	
<b>10.</b>	<p><b>Financial matters</b> Monthly Bank reconciliation The Clerk shared the bank reconciliation for April 2025.</p> <ul style="list-style-type: none"> <li>• Monthly bank reconciliation &amp; monthly invoices for April 2025 <u>April 2025 invoices</u> (total: £4,721.83) Admin costs: £2,157.93 Ground's maintenance: £1,145.62 Subscriptions £695.60 Donations:£125 Allotments: £597.68</li> </ul> <p>The invoices were accepted for payment. An additional invoice for the Parish Council insurance was approved, for £1,917.98.</p>	
<b>11.</b>	<p><b>Planning applications</b></p>	

	<p>PL/2025/02986 Silverwood School, Rowde, Devizes, SN10 2QQ Full planning permission Proposed Animal Resource Centre. Deadline for comments 30/4/25. Rowde Parish Council asked for further time to consider the application as it arrived after the last meeting's agenda had been published. The Parish Council has submitted a 'no objection' response to date. This was confirmed at the meeting.</p> <p>PL/2025/01045: 29 Tower View, Rowde, Devizes, Wilts, SN10 2PR Householder planning permission. New vehicle access, including dropped kerb and installation of hard standing. Deadline for comments: 20/5/25. The Parish Council had no objections to the application.</p> <p>PL/2024/10205 Plot 4, Berhills Lane, SN10 1SU Full planning permission Change of use from agricultural to Romany site with two chalets and a day room. Deadline for comments 22/5/25. The Parish Council objected to the application on grounds of access. There is insufficient information supplied in the application on how the buildings would be accessed. Access to the field was for agricultural usage only, and would have been applicable for only some months in the year. Access to the site is disputed and would go across Common land.</p> <ul style="list-style-type: none"> <li>The Parish Council agreed to investigate an unregistered building on The Common</li> </ul>	
12.	<p><b>Playing field and play area</b></p> <p><u>Progress on The Hub</u> Discussed at item 6.</p> <p><u>Request to re-paint the lines on the tennis court</u> A resident has asked for the lines on the tennis court to be re-painted. The lines were re-painted in April 2024 {Clerk's note: the contractor has confirmed that the lines should last another season. They are still visible}</p> <p><u>Football teams</u> J Dalley has received a request from Devizes Town football club to use the small pitch at Rowde for their youth teams. There was a discussion on the pitch fee. It was agreed to charge Devizes Town FC £20/game and they will be responsible for white lining the pitch.</p> <p><u>Grounds maintenance contract</u> Discussed at item 9</p>	
13.	<p><b>Allotments</b></p> <p>The Parish Council thanked J Dalley, M Somerville and team for clearing the waste from the allotment car park and arranging for its collection.</p>	
14.	<p><b>Facebook</b></p> <ul style="list-style-type: none"> <li>There is a Facebook post highlighting pavements in the village which are inaccessible for wheelchairs. C Greenwood noted that this request should be considered by LHFIFG (Local Highways and Footpaths Infrastructure Group). L Wills will send the details to the Clerk</li> <li>There is a request for foliage overhanging the pavement on the High Street, near the junction with Springfield Road to be cut back.</li> </ul>	LW/ Clerk
15.	<p><b>Highways and Village Appearance</b></p> <p>L Wills raised concern about bins being misused in the village. The Parish Council bin in the Silverlands Play area is being used to dispose of household waste. Waste was also found to be spilling outside of the bin on the ground near the play equipment. L Wills has collected all of this waste and disposed of it. It was noted that the bin liner is missing. M Somerville has a new bin, purchased by the Parish Council, that is waiting to be installed in the Silverlands Play area. A request was made for this bin to be installed as soon as possible.</p>	MS
16.	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>No items were reported.</li> </ul>	

16.	<b>Date of next Parish Council meeting</b> <ul style="list-style-type: none"><li>• <b>Next meeting Wed 9<sup>th</sup> July 2025, 7.30pm, Rowde Village Hall</b></li></ul> Everyone is welcome to attend all meetings. Closed the meeting at 9.35	
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A reminder that all requests for work/or goods must be presented to the relevant Committee first for authorisation.

Signed: ..... Chairman Date: .....