

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL  
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,  
at 7.30 pm on Tuesday, 19<sup>th</sup> April, 2005**

There were no members of the public present.

**PRESENT** Mr. E. Clark (in the Chair)  
Mrs. S. Sawyer  
Mr. R. House  
Mr. K. Jackson  
Mr. B. Cullern  
Mrs. C. Beckett  
Mrs. M. Keates  
Mrs. K. Hayes  
Mr. D. Tucker  
Mr. D. Drewett  
Mr. J. Willis

**ALSO IN ATTENDANCE:** Councillor T. Carbin

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Mr. M. Duff and Mr. V. Bielecki.

**2. DECLARATIONS OF PERSONAL/PREJUDICIAL INTEREST**

There were none.

**3. MINUTES**

The Minutes of the Parish Council meeting held on the 15<sup>th</sup> March, 2005, and the Minutes of the Planning Committee meeting held on the 5<sup>th</sup> April, 2005, were approved and signed.

**4. MATTERS ARISING (from the Minutes of the PC meeting held on the 15<sup>th</sup> March)**

Minute 7 – Paxcroft Mead Community Centre: The Chairman said that, at long last, matters seemed to be drawing to a satisfactory conclusion and that the transfer should shortly be made. The Community Centre Management Committee, at their recent AGM, had also stated that they were happy with the Deed of Trust.

Minute 12a: The Clerk had contacted Clarence about the state of the white posts on the patch of grass by Dymott Square but nothing seemed to have been done. She said she would ring them again.

Minute 12f: The Clerk had contacted WWDC about the height of the hedge at Painters Mead but had been told this was a highway matter so she had reported it to Clarence.

**5. ANNOUNCEMENTS FROM THE CHAIR**

a) The Chairman had been informed by the Clerk that there had been no increase in the amount paid for office rental since May, 2003, when the rental went up to £185 a year from £180 a year. After a short discussion it was agreed that increases in the rental should be linked to the rate of inflation.

b) The Chairman said that this was the time of year when an amount should be credited to the newly set-up Clerk's Gratuity fund. It was agreed that the 5% per annum of salary should be transferred to the gratuity fund account and that this should run at least for the next five years.

- c) The Chairman reported that the Village Design Statement had been adopted as supplementary planning guidance by WWDC on the 30<sup>th</sup> March. Everyone agreed that the VDS team should be congratulated on their efforts and the Clerk said she would write to the Chairman, Eric Egar, and also invite him and his group to join members of the Parish Council for a celebratory drink.
- d) The Clerk had just received revised plans from WWDC relating to Marshgate Investments' planning application to construct 3 retail units and 11 flats at Hackett Place. She only had until the 26<sup>th</sup> April to send back the Parish Council's thoughts on the new plans and it was not possible to arrange an impromptu planning meeting in time. The amended plans included more parking spaces and, after a short discussion, it was agreed that the Parish Council's objections to the scheme should remain the same, but with the deletion of the objection relating to parking.

## **6. COUNTY COUNCILLOR, DISTRICT COUNCILLORS AND POLICE**

### *County Report*

Councillor Carbin tabled his April, 2005, parish report and this is held on file. He was asked questions about landfill tax credits, traffic calming in the village (Cllr. Carbin said he would contact Persimmon on this issue), the future for Middle Lane, problems over the state of the pavements in Marsh Road/Horse Road for wheelchair users, weight limit signs and problems over youth crime. This last matter was becoming increasingly bad on Paxcroft Mead, particularly where the extension to The Mead school was being built, with graffiti appearing on the walls. Mr. Cullern said he would have a word with the site manager, and the Clerk was asked to contact WWDC's community safety officer.

With the County Council elections due to take place on the 5<sup>th</sup> May, this was Councillor Carbin's last attendance at Hilperton Parish Council meetings as local County Councillor, as Hilperton, Semington and Staverton had now left the new Whorwellsdown Hundred division. He was thanked for keeping the Parish Council informed on county matters over the last four years and members of the Parish Council wished him well in the forthcoming elections.

### *District Report*

The Chairman reported that the special planning committee held on 7<sup>th</sup> April by WWDC to discuss the application by Persimmon for a relief road through The Gap resulted in permission (with conditions) being given. However, no official notification from the planning department had yet been received by the Clerk and she was asked to write to the planning officer responsible for the application and request details of the permission and the conditions attached. Mrs. Beckett suggested that, in order to preserve the land on the Hilperton side of the relief road from being developed, an application could be made by the Parish Council to class it as a nature reserve. It might also be possible to register it as a town/village green. It was agreed that this could be discussed further at the meeting in May and that the information the Clerk was about to request should be in her possession in time for the Annual Parish Assembly on the 3<sup>rd</sup> May.

### *Police Report*

There was no police officer in attendance and it was agreed that another letter should be sent registering the Parish Council's disappointment at the lack of communication/crime statistics relating to Hilperton over the last month.

## **7. ITEMS FOR REPORT AND DISCUSSION**

### **War Memorial Repairs**

Following the last meeting, the Clerk had arranged for Mrs. Sawyer to meet a representative from James Long, which had resulted in a second quotation being received. After some discussion it was agreed that the quotation given by Young Johnson should be accepted. The Clerk had received a letter

from the War Memorials Trust informing her that English Heritage, in collaboration with the Wolfson Foundation, had created a new scheme for the repair and restoration of war memorials in England. Applications were dealt with in six-monthly batches and closing dates were the 30<sup>th</sup> April and 31<sup>st</sup> October each year. It was agreed, therefore, that the Clerk should put together an application for a grant and send it off by the end of April.

#### **War Memorial – Plants and Sweeping**

As had been arranged over the last two years, it was agreed that an allowance of £5 a week should be made to Mrs. Sawyer between the beginning of April until the end of October, 2005, for the maintenance of the plants and the sweeping. Although Mrs. Sawyer had been happy last year to continue to plant flowers at the war memorial, she now felt that after 15 years she had had enough, particularly as she had moved further away from the site. Mrs. Lesley House had kindly offered to take on the planting and thanks were expressed both to her and to Mrs. Sawyer for all her efforts over the years.

#### **War Memorial – Wreath for VE Day Celebrations**

The British Legion were planning to organise celebrations on the 9<sup>th</sup> July to commemorate the anniversaries of both VE Day and VJ Day (this date falling halfway between the two) and it was agreed that a wreath should be ordered from the British Legion (from the Chairman's allowance) for the war memorial.

#### **Hammond Way Play Area**

The Clerk said that the 'saga' of this play area was, hopefully, drawing to a close, with the District Council's decision, through their landscape officer, to take over the site from the developers. After a short discussion it was agreed that the Clerk should liaise with Mrs. Sawyer over the ordering of play equipment, bearing in mind the sum of money budgeted for the forthcoming year (£7,500) for Hammond Way and the £2,425 which had been awarded by WWDC in November, 2004, towards the play area project.

#### **New Notice Board for Marsh Stores**

This notice board needed replacing and it was agreed that, with the permission of the owner, a new one should be ordered, similar to the one at Budgens on Paxcroft Mead. If the owner agreed to a new notice board being positioned in a more prominent place, all well and good, otherwise the new board could be put on the side of the building.

#### **Parish Council Dog Warden/Request for further Litter Bins on Paxcroft Mead**

The Clerk reported that Mr. Bielecki had not as yet had a chance to look around the area running adjacent to Budgens and the Community Centre, and it was agreed to defer discussion on this until the May meeting. As far as a dog warden was concerned, it was agreed that the Chairman should get in touch with the gentleman who had expressed an interest in taking on the role. Mrs. Hayes drew members' attention to the WALC county circular for March which gave details of a new 'Clean Neighbourhoods and Environment' bill which, if passed through the parliamentary process without amendment, would become the 'Clean Neighbourhoods and Environment Act 2005'. Under the proposed Act Parish Councils would have more powers and could be more proactive in dealing with such things as litter, dogs/dog fouling, graffiti and fly posting. The Clerk was asked to find out the current status of the bill and when it might be passed.

### **Update on Footpath by St. Michael and all Angels Church**

No work had yet been carried out to place wood chips on the surface of the footpath, and the Clerk was asked to contact Steve Leonard, the Rights of Way Warden, to ascertain when this would be completed.

### **Standards Board for England**

A reply had been received from the Standards Board for England to the Clerk's letter, which she had sent early in March, pointing out that the Board could not give definitive advice in relation to specific factual situations and it did not have the authority to investigate or overturn any decision made by a committee of a relevant authority. Although the perceived difference in the guidance given to the Standards Committee of West Wiltshire in 2000 by the then legal services manager and the guidance given in 2004 by the current legal services manager had been noted, the rationale behind their respective guidance was not a matter on which the Board could comment. It was suggested that, if the Parish Council was unhappy with the decision of the Standards Committee, representations should be made to the committee itself. Beyond this the Parish Council's only recourse would be to apply for a judicial review of the decision, but this would be a matter on which independent legal advice should be taken.

It appeared that the Standards Board for England was conducting a review of the Model Code of Conduct for members, and details of the consultation document had been downloaded by both the Clerk and Mrs. Hayes ([www.standardsboard.co.uk/codereview/](http://www.standardsboard.co.uk/codereview/))

This was a lengthy document but a shortened, introduction document was also available. After a short discussion it was agreed that the Parish Council should most definitely take part in the consultation and that the Clerk should send members a copy of the introduction document and also a copy of Simon Best's helpful document – 'Declarations of Interest - A Quick Reminder'. This matter would then be discussed at the meeting in May.

### **Hilperton Relief Road Action Group – Theft of Posters**

No-one from the Relief Road Action Group had come along to the meeting and it was therefore agreed to let this matter rest, with the Parish Council again making it clear that it deplored the action of some members of the public who had stolen the posters.

### **Parish Councils' Liaison Group Meeting – 5<sup>th</sup> April, 2005**

Mr. Jackson had attended this meeting on behalf of the Parish Council. Peter Barnett from Trowbridge Town Council had been present to emphasise the benefits of the e-Trowbridge project. It was hoped that each parish would make use of a page on the web but, as Hilperton Parish Council now had a website of its own, a link could perhaps be made to the Trowbridge site and vice-versa through the Parish Council's website designer and host, Dave Huggins.

The Trowbridge Community Area Future Partnership was seeking to employ a project officer on a part-time basis, for three years initially, to drive forward the action plans and projects that would make a difference to people's lives in the communities, and each of the eleven parish councils was being asked to commit £200 for each of the three years. It was agreed that this should be discussed at the May meeting.

Following the receipt of replies from Parish Councils on issues asked to be placed in order of priority, these priorities had been identified as:-

- a) Footpaths (top priority)
- b) Recycling
- c) Rights of Way

Finally, concern had been expressed at the discovery of applications to change the status of bridleways to byways, made by a group known as 'The Trail Riders Fellowship'. Two hundred applications had been received so far and the group were looking for a circular route of several hundred miles. If there was historical proof of use then the change could well go ahead and in some areas it would be a fait accompli.

### **WCC – Highway Maintenance Presentation: 11<sup>th</sup> May, 2005 at Melksham Town Hall**

Two members of the Parish Council had been invited to a presentation of the County Council's plans for highway maintenance in the coming year. The event would be held at Melksham Town Hall on Wednesday, 11<sup>th</sup> May, beginning at 2pm. Both the Chairman and Mr. Tucker volunteered to attend.

## **8. PLANNING MATTERS**

### **Applications**

05/00554/OUT: J. J. Gallagher Limited and Heron Land Developments Limited

Land rear of The Grange, Ashton Road

Residential development and associated roads, cycleway and open space

The Chairman reminded members of the background to the original application (01/01969/OUT) which was refused by WWDC, went to appeal and was dismissed by the Inspector. This current application was for outline planning permission specifically relating to means of access, with the developers intending to sell the site on with the benefit of outline planning permission. After some discussion it was agreed that the Parish Council should not object to the proposed area shown on the plans for residential development, with the proviso that the open space and cycle track remained as per the plans. It should be noted by the planning authority that the Parish Council reserved its right to comment further if a full application was submitted, giving details of site layout etc. Whilst not happy with the means of access, the Parish Council realised, from the Inspector's comments, that it would be pointless to raise an objection on this particular aspect of the application.

05/00581/FUL: Ms. N. Bailey, 16 Newhurst Park

Single storey extension

It was agreed that no objection should be made to this application

05/00620/FUL: Mr. and Mrs. J. C. Bennett, 5 Norris Road

Extensions to dwelling

It was agreed that an objection should be made to this application unless the planning authority imposed a condition stating that the extensions proposed should not be used for commercial purposes.

### **Decisions**

04/00518/FUL: Marshgate Developments, new unit at Hackett Place

Erection of three retail units

Permission with conditions

05/00236/FUL: Mr. and Mrs. D. Lacey, 303a Marsh Road

Single storey rear extension

Permission with conditions

05/00240/FUL: Mr. A. Mould, 4a Newleaze

Erection of fence

Refusal

### Other Planning Matters

The Clerk informed members that WWDC had approved revised draft affordable housing supplementary planning guidance. The purpose was to provide further detailed guidance to developers and landowners on the way in which the Council intended to achieve the development of affordable homes through the planning system. The draft guidance could be inspected at the District Council offices, was also available to view on [www.westwiltshire.gov.uk](http://www.westwiltshire.gov.uk) and copies could be obtained free of charge from Mark Russell, planning policy and conservation officer, at WWDC.

### 9. CORRESPONDENCE

- a) e-mail from Cllr. D. Drewett re. photograph in the Wiltshire Times
- b) WCC/Swindon Borough Council – letter re. adoption of the Wiltshire and Swindon Waste Local Plan
- c) Letter from Pam Turner thanking the Parish Council for the grant to ‘Hilperton Presents’
- d) Letter from WWDC – appointment of Village Shops adviser (the Clerk to let the proprietor of Marsh Stores know about this appointment)
- e) WALC – County circulars for March and April, 2005
- f) Newsletter from West Wiltshire Voluntary Sector Forum – Spring, 2005
- g) Letter from the Environment Agency re. Hilperton Brook. The Chairman said that the Environment Agency had carried out extensive works necessary to bring the watercourse up to main river standard, including the clearance of vegetation obstructing the flow in the channel upstream of Wyke Road, inspection of the culvert from Wyke Road to Canal Road, clearance of vegetation, debris and blockages in the channel from the Consortium to the railway culvert, and tree management on these lengths. It was agreed that the Clerk should send a letter of thanks to the Environment Agency.

### 10. PUBLICATIONS

- a) Clerks and Councils Direct – March, 2005
- b) The Arc Theatre – programme from April to July, 2005
- c) PAWS programme from April to September, 2005

### 11. ACCOUNTS

Payments authorised:-

Clerk's Salary for April	£394.26)	
Clerk's Expenses)	£98.34)	£492.60
Clerks and Councils Direct – annual subscription		£9.00
WALC – annual subscription (including £98.40 VAT)		£660.71
Hilperton Presents (to replace cheque lost by recipients)		£1,000.00
Mrs. S. Sawyer – upkeep of plants at War Memorial		£150.00
Gillian Lucas – distribution of latest Newsletter		£40.00

### 12. ANY OTHER BUSINESS AND VILLAGE MAINTENANCE

- a) Mrs. Sawyer said that the manhole outside her house was still causing problems and nothing had been done despite the Clerk's reports – the Clerk to pursue this and also again report the condition of the white posts on the patch of grass by Dymott Square, with the request that new posts be provided.

- b) Mrs. Keates reported problems with dog fouling on the pavement from Marsh Stores along Wyke Road. As there are already litter bins in this area, it was suggested this could be a matter for any future parish dog warden to investigate.
- c) Mr. Jackson reported problems on the footpath running alongside the Lion and Fiddle car park as a neighbour of his was concerned at the state of the hedgerow which now overhung the entire width of the footpath. As the hedgerow was overgrown with ivy etc. it was deteriorating and becoming a danger in so much as boughs were starting to come down when windy, which could be dangerous. The Clerk had already reported this to the Rights of Way Warden, following an e-mail from Mr. Jackson, and it was agreed that she should also get in touch with Chris Kirk at WWDC.

**13. ITEMS FOR PARISH NEWS/LOCAL PRESS**

- a) Congratulations to the Village Design Statement team.
- b) Thanks to County Councillor Trevor Carbin for his help over the last four years
- c) Upcoming link from Hilperton PC website to the Trowbridge website
- d) Patching programme for Whaddon Lane not included in this year's works schedule by WCC but it remains on the list for future years.

**14. DATE OF NEXT MEETINGS:**

**Tuesday, 3<sup>rd</sup> May, 2005 – Annual Parish Assembly (to be immediately followed by a short Planning Committee meeting)** Apologies given by Mrs. Beckett and Mr. Willis  
**Tuesday, 17<sup>th</sup> May – Annual General Meeting**  
**The meeting ended at 9.30 p.m.**

Signed ..... Date .....