

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,
at 7.30 pm on Tuesday, 21st November, 2006**

There were no members of the public present.

PRESENT

- Mr. E. Clark (in the Chair)
- Mrs. S. Sawyer
- Mr. R. House
- Mr. D. Drewett
- Mr. M. Duff
- Mr. J. Willis
- Mr. K. Jackson
- Mr. V. Bielecki
- Mrs. M. Keates
- Mr. B. Cullern
- Mr. D. Tucker

1. APOLOGIES FOR ABSENCE

Mrs. K. Hayes and Dr. C. Beckett

2. DECLARATIONS OF PERSONAL/PREJUDICIAL INTEREST

There were none at this point of the meeting.

3. MINUTES

The Minutes of the Parish Council meeting held on the 17th October, 2006, and the Minutes of the Planning Committee meeting held on the 7th November, 2006, were approved and signed.

4. MATTERS ARISING (from the October PC meeting)

Minute 7 – Speeding along Whaddon Lane: The Clerk had written to WCC and had received a response from the Assistant Director of Planning and Development. In it he said that the Department for Transport had issued guidance to local authorities on the setting of 30 mph speed limits based on a simple criteria of the amount of frontage development and distance. The circumstances at Whaddon did not satisfy the requirements for a 30 mph speed limit as there were fewer than 20 dwellings fronting the 600m length of road between the canal and the end of the public highway. As the road was technically a cul-de-sac, the vast majority of drivers would be local to the area and familiar with the character of the road and if any particular drivers were believed to be driving in an inappropriate manner, the attention of the police could be drawn to the particular individuals.

Minute 7 – Road Defects: The Clerk had added to the list of jobs for the Parish Steward the cutting of the overgrown hedge at the cul-de-sac where Marshmead comes into Hill Street, opposite the farm entrance. If the Steward was unable to cut it back, she would get on to WWDC again and ask them to put some pressure on English Landscapes who were responsible for the maintenance of the hedge.

Minute 7 – Additional litter bin for Paxcroft Mead: WWDC had been asked to provide a further topliner bin at a location off Cresswell Drive, near the footpath, and this had recently been installed.

Minute 7 – Request for a bench in the vicinity of the large play area, Paxcroft Mead: The Clerk had contacted the person who had requested some seating in this area and was awaiting a sketch from him showing possible locations.

Minute 7 – Local Authorities and Empty Houses: The Clerk had written to WWDC and had received a response from Paul Yeoman, the Housing Renewal Manager, together with a copy of the government's explanatory booklet on this matter. (This comprehensive document was given to Mr. Willis, who had

brought up the subject originally, and a copy is also held on file). There had been some inaccurate press reporting on this issue, Empty Dwelling Orders were subject to a significant number of safeguards for owners' interests and there were many circumstances in which the use of an Empty Dwelling Management Order would not be permitted.

Minute 12a – The Clerk had written to the planning officer about the tawny owls at Blue Hills. As Dr. Beckett was not present at the meeting, it was not known if she had contacted the Wiltshire Wildlife Trust.

Minute 12b) – The state of the lane running alongside Southfields had been reported to WWDC.

Minute 12c) - Conservation areas: The Clerk had received from WWDC a copy of minutes dated 5th February, 1991, in relation to the designation of the conservation area for Hilperton, and she was requested to send a copy to Mr. Jackson so he could look into this matter further. She had been told that there was no obligation on the part of a local authority to make an actual order and these minutes should suffice.

Minute 12d) The dip in the road outside number 215 Church Street had been reported and this had been filled in.

5. ANNOUNCEMENTS FROM THE CHAIR

a) The Chairman informed members that at a planning meeting a short while ago the committee was only just quorate and he suggested that at the January meeting consideration might be given to nominating a few substitutes. Mr. Jackson said it would be helpful if planning meetings were arranged in advance, to enable members to put dates in their diaries, and then, if a meeting was not necessary, it could be cancelled.

b) The Chairman said that someone recently wanted to see a copy of some Parish Council correspondence dating back to 1992. The Minutes relating to the correspondence were obviously available but not the letters. To make the position clear, he added that most organisations held correspondence for six years and then the papers were shredded.

c) The Chairman said that the Parish Council website had 200 pages downloaded during October, with 93 visitors.

d) It had been brought to the Chairman's attention, under the Society of Local Council Clerks conditions of service for clerks of local councils, that certain expenses should be paid to clerks working from home. Most of these expenses were already paid to the parish council Clerk but one in relation to her computer was not. This condition states that 'the Council will provide a dedicated computer or pay an agreed sum on a quarterly basis to include depreciation for the use of a private computer belonging to the Clerk to the Council'. The Chairman said he would speak to the Clerk about this and the matter could be discussed at the December or January meeting.

6. COUNTY COUNCILLOR, DISTRICT COUNCILLORS AND POLICE

County Report

Councillor Content was not in attendance. She had e-mailed last-minute apologies and brief report to the Chairman earlier in the evening, but this e-mail was not accessed until the following day.

Her report states that the new Director of Resources, Dr. Carlton, has been appointed to WCC. Dr. Carlton has come from St. Edmundsbury Borough Council as corporate director of resources there. NPTs for the area, when in place, have discussed using the Paxcroft Mead Community Centre as a base for the area. Obviously other bases around their large area will be required but this is at least a start. Environmental Health at WWDC are making investigations into the drainage issue at the Community Centre so any evidence found to be as a result of poor building standards et al can be used if required, depending on the outcome of the investigations. Carolyn Godfrey, the new Director for Education, will be starting this month at WCC as will the new Director for Community Services, Sue Redmond.

Consultation process for the proposed new school is moving forward and there will also be an extra session to be held at Semington Village Hall on the 14th December, from 6pm to 8pm.

District Report

Review of Electoral Arrangements for West Wiltshire: The Chairman reported that Hilperton Parish Council's suggestion that the proposed new ward incorporating Hilperton, Holt, Broughton Gifford and Staverton should be called 'Avonside' had been endorsed by WWDC.

Police

No officer was in attendance and the Clerk was asked to e-mail APs Sandy Ralph to ask her for latest crime statistics for Hilperton. She should also be informed that there was still a problem with the car being parked outside the Lion and Fiddle.

7. ITEMS FOR REPORT AND DISCUSSION

War Memorial

a) Update on grant: The Clerk was pleased to announce that she had just received a letter from English Heritage informing her that the sum of £1,066 would shortly be credited to the Parish Council's bank account. This was slightly lower than the original grant agreed of £1,100 as the estimated costs had been lower.

Dr. Pedro Gaspar, the Conservation Officer at the War Memorials Trust, had appeared on BBC Wiltshire Sound just before Remembrance Day to talk about the work of the Trust, and on the same programme both the Clerk and Mrs. Sawyer had been interviewed about Hilperton War Memorial.

b) Planters: Mrs. House had received a quote from Longs for three large stone troughs, suitably engraved. The cost for Portland stone was £1,568 and for York stone £1,302. Mrs. Timms was waiting to hear from a contact of hers who used to teach at Bath College school of stonemasonry and was now running his own business. She would bring along his quote to the December meeting

Hilperton Village Hall – Charity Commission

Personal interests were declared by Mr. Clark, Mrs. Sawyer and Mr. Drewett.

A request had been made by the Village Hall for the Parish Council to consider becoming a corporate trustee. This was a perfectly legitimate thing to do and would not put any onus on the Parish Council as regards the management committee's responsibilities.

It was agreed that Mr. Duff should contact the Charity Commission to ask them for clarification of the role of a corporate trustee and the Clerk should contact WALC and seek their views. This could then be discussed further at the December or January meeting.

Parish Forum – 18th October

The Chairman had attended in his role as District Councillor, and Mrs. Hayes had also attended on behalf of the Parish Council. She had sent the Clerk a report, copies of which she had circulated to all members prior to the meeting.

Bus Stop Clearway Request – Hill Street

The Clerk had found out that the cost of painting clearway lines would be in the region of £120, plus £50 for a sign and £100 for a post. Then plans would have to be drawn up (WCC uses Mouchel Parkman for this). WCC had already received several complaints about cars parking by the bus stop in Hill Street, by the alleyway leading to the school, and had put this site on a list for a bus stop clearway in the next financial year.

Mrs. Sawyer said it was necessary to have a clearway on the other side of the road as well, and discussion took place on the effectiveness of these clearways. Mrs. Sawyer then proposed that the Parish Council, in order to alleviate an ongoing problem, should pay to have two clearways in this area, one on either side of the road, at a cost of approximately £270 each. This was seconded by the Chairman and, when put to the vote, there were six in favour and five against.

Parish Steward

a) Visit on the 19th October

Mr. Willis, as Parish Steward co-ordinator, said he was happy with the work the Parish Steward had carried out on his one-day visit in October.

b) Visit on the 21st and 22nd November

The Clerk had forwarded a list of jobs for the Steward to do on his two-day visit, and Mr. Willis would give a report at the December Parish Council meeting. The Clerk reminded members that the Steward would be in Hilperton again on the 18th December and work for him could be discussed at the December meeting.

Sir William Roger Brown's Coal Charity

Under Standing Order 68 this agenda item was classed as confidential.

The Clerk again read out the list of the 2005 recipients – nine in all – who had received £10 each, and reminded members that one of the recipients had since died. Another name was added to the list for 2006, again making nine recipients in total, and it was agreed that these should receive £10 each, paid out of the interest that had accrued (£49.79) and the remainder from the Chairman's allowance.

Proposed Pedestrian Refuge, Horse Road

The Clerk and the Chairman had met officers of WCC both on site and at the County Council offices, and it had now become clear that it would not be possible to put a pedestrian refuge in this area because there would not be room for larger vehicles (i.e. buses) to safely turn into and out of Horse Road.

Another suggestion had been put forward which would extend the kerbline on both sides of the Marsh Road/Hill Street end of Horse Road, thereby reducing the length of road which pedestrians would have to cross. The Clerk produced a plan of this new proposal for members to consider and informed them that this scheme would cost in the region of £7,500, making the Parish Council's portion around £3,750.

After a short discussion Mrs. Sawyer proposed that the Parish Council should go ahead with the amended proposal, at a maximum cost of £4,000. This was seconded by Mr. House and approved by members (ten in favour and one against).

Request for a Notice Board in Church Street

Mrs. Sawyer said that, since the Post Office had closed, it would be helpful to have a notice board in that end of Church Street. Several sites were suggested, including the area of the bus stop by Woodcote House and the car park of the Lion and Fiddle. It was agreed that this should be discussed again at the December meeting. In the meantime the Clerk was asked to find out what the cost might be and the Chairman said he would talk to the landlord of the public house and the owners of Woodcote House.

West Wilts. Central Area Parish Councils' Liaison Group

The Clerk had received from Mr. Jackson the minutes of the last meeting held on the 3rd October and the draft agenda for the next meeting on the 9th January, and had sent copies to all members. Mr. Jackson said that if anyone wanted any other item included on the agenda they should contact him.

WWDC – Meeting on the Budget and the future of Local Government – 27th November

The Chairman said he would be unable to attend this meeting due to another appointment. No-one present volunteered to go along and the Clerk said she would contact Mrs. Hayes on her return from her holiday.

8 PLANNING MATTERS

Applications

05/01092/FUL: Edward Oatley and Sons Limited, land north-west of Paxcroft Farm

Change of use of grain stores and poultry houses to light industrial

This application was considered by the Parish Council in July, 2005, and an objection was made on highway safety grounds. Another objection was made unless a condition was imposed regarding hours of operation (i.e. there should be no movement of large commercial vehicles between the hours of 21.00 and 08.00).

Relatively little progress had been made until recently when additional information requested on highway matters was finally submitted. The highway authority was now satisfied that its earlier concerns relating to turning manoeuvres, parking and visibility had been addressed and did not have an objection to this proposal. On this basis, the Parish Council was being asked what its position now was regarding the application.

After a short discussion it was agreed that the Parish Council's objection regarding highway safety should be removed but the objection concerning the hours of operation should remain.

Decisions

06/02799/FUL: Mr. and Mrs. T. Rudge, 318 Marsh Road
Single storey rear extension – permission with conditions

06/02867/FUL: Mr. R. Boardman and Miss P. Brinkworth, 104 Church Street
Erection of rear conservatory – permission with conditions

9. CORRESPONDENCE

- a) WALC Newsletter for November, 2006 (already circulated)
- b) Letter from Paxcroft Mead resident re: litter bins (this had been dealt with by the Clerk)
- c) WWDC – Update on Council development sites for the housing PFI scheme. The Chairman informed members that a search for potential rural exception sites had been completed and a shortlist of ten potential sites in nine villages had been drawn up, with parish councils being consulted on the principle of providing affordable housing on these areas of land. Only three parish councils had given positive or conditional support to the proposals and two of the areas of land that were supported were already included on the indicative list of Council sites. Therefore it was unlikely that the Council would be able to deliver many exception sites as part of the PFI.

10. PUBLICATIONS

- a) Clerks and Councils Direct – November, 2006
- b) Splash Newsletter, 2006
- c) WCC Adverse Weather leaflets

d) West Wilts. Matters – November, 2006

11. ACCOUNTS

Payments authorised:-

a) Since the last meeting:	Trowbridge Town Council (Chairman's allowance)	£67.00
b) This meeting:		
	Clerk's Salary for November	£577.09)
	Clerk's Expenses (including office rental)	£273.90) £850.99
	Mrs. L. House – compost and plants	£33.37
	The Royal British Legion Poppy Appeal – Wreath for Remembrance Day	£17.00

12. ANY OTHER BUSINESS AND VILLAGE MAINTENANCE

- a) Mrs. Sawyer referred to the raised flower bed at 75/78 Newleaze (which she later reported to the Clerk had been referred to WWDC in May, 1998). A metal pole was stuck in the middle of it with broken concrete all around and the flower bed should be taken away as it was dangerous.
- b) Mr. Tucker said that since the new resurfacing work along Whaddon Lane had been completed, water was running down the road and not into the ditch as it should. Also the new layby halfway down the hill to the canal was blocking a ditch and this was causing problems.
- c) Mr. Cullern said that youngsters continued to congregate in the car park at The Mead school and were causing a nuisance. It had been suggested that a bar might be put in place halfway along the road to block it off at certain times but it was considered unlikely that either WWDC (who own the car park) or WCC (as the highway authority) would agree to this.
- d) Mr. Cullern said that The Mead school were looking for someone to take care of their allotment. There would be no charge and whoever agreed to take this on could keep any produce grown. It was agreed that this could be included in the parish news next time.
- e) Mr. Cullern reported graffiti on the walls of the underpass on Paxcroft Mead, most of it made with marker pen.
- f) The piece of high kerbstone at the corner of Trowbridge Road/Church Street had been knocked out again and the Clerk had asked WCC to replace it this time, rather than repair it.

13. ITEMS FOR PARISH NEWS/LOCAL PRESS

Some pre-meeting notes for the parish magazine had been submitted, owing to time constraints for the parish news. Items included were:-

- a) The date of the December meeting
- b) Visits to the PC website
- c) Planters for the War Memorial
- d) New District Council ward
- e) Request for a Notice Board in Church Street

14. DATE OF NEXT MEETING:

Tuesday, 12th December, 2006. The meeting ended at 8.45 p.m.

Signed Date