

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,
at 7.30 pm on Tuesday, 12th December, 2006**

There was one member of the public present.

PRESENT Mr. E. Clark (in the Chair)
 Mrs. S. Sawyer
 Mr. R. House
 Mr. M. Duff
 Mr. J. Willis
 Mr. K. Jackson
 Mr. V. Bielecki
 Mr. D. Tucker
 Mrs. K. Hayes
 Dr. C. Beckett

At the open forum Pam Turner, on behalf of 'Hilperton Presents', thanked the Parish Council for the support given to them to enable the committee to buy essential lighting equipment and reported on the improvements made.

1. APOLOGIES FOR ABSENCE

Mrs. M. Keates, Councillor S. Content and Mrs. J. Sinclair

2. DECLARATIONS OF PERSONAL/PREJUDICIAL INTEREST

Planning application 06/03581/FUL – Mr. E. Clark – Prejudicial.

Planning application 06/03598/OUT – Mr. E. Clark – Personal, the Chairman being a member of West Wilts. District Council.

Planning application 06/03611/FUL – Mr. E. Clark – Prejudicial.

Planning application 06/03611/FUL – Mr. R. House – Personal, as Mr. House sold the house originally to the applicant.

3. MINUTES

The Minutes of the Parish Council meeting held on the 21st November, 2006, were approved and signed.

4. MATTERS ARISING (from the October PC meeting)

Minute 6 – Police: The Clerk had sent an e-mail to APs Sandy Ralph but had not received a response.

Minute 7 – Hilperton Village Hall: It appeared from the information given by WALC to the Clerk that, even if the Parish Council became a corporate trustee, the names of each member of the Parish Council would have to appear on the annual return. Mr. Duff had received a booklet from the Charity Commission which he had not yet had time to peruse, so it was agreed that this matter should be discussed more fully at the January PC meeting.

Minute 7 – Bus Stop Clearways: The Clerk said she had written to WCC to inform them that the Parish Council not only wished to have a bus stop clearway in Hill Street at the alleyway leading to the primary school, but also one on the opposite side of the road. She had asked for confirmation that the first site in Hill Street was on the list for a bus stop clearway in the next financial year and that the second site would be added. She had said it would be helpful to know if these clearways were likely to be approved and put in place and the timescales, so that the Parish Council could decide what action they might take to speed things up.

Minute 7 – Sir William Roger Brown’s Coal Charity: The Clerk confirmed that the Christmas cards and donations had been sent to the recipients.

Minute 7 – Pedestrian Refuge, Hill Street: The Clerk had confirmed to WCC that the Parish Council would like to go ahead with the amended scheme and had been informed that the construction work would probably take place during January/February, 2007.

Minute 12a – The matter of the raised flower bed had been taken up with WWDC but the Clerk had not yet received a reply to her letter.

Minute 12b – WCC was aware of the problems along Whaddon lane, as described by the Clerk, and was arranging for work to be carried out to take the water off the public highway.

Minute 12d – The Chairman said that he would make sure that details of the volunteer needed at The Mead School to take care of their allotment would be included in the next parish magazine.

Minute 12e – The Clerk reported that WWDC would shortly be removing the graffiti from the walls of the underpass on Paxcroft Mead.

In addition, Mr. Jackson referred to matters arising from the minutes of the October Parish Council, reported at the November meeting, concerning conservation areas. He informed members that certain restrictions under Schedule 4a would toughen up conservation areas and he wondered if the Parish Council would like him to continue his research. It was agreed that he should make further enquiries and this could be discussed at the January meeting.

5. ANNOUNCEMENTS FROM THE CHAIR

a) The Chairman informed members that the Parish Council website had had 250 pages downloaded and 100 visits during November.

b) The Chairman said that there would probably need to be a planning committee meeting on the 9th January, 2007, if any planning applications were received on the 16th December (neither Mr. Jackson nor Mr. Willis would be able to attend). He would bring a list of future possible planning committee dates to the January PC meeting.

c) In conclusion, the Chairman wished members of the Parish Council a very Happy Christmas and reminded them that there would be refreshments after the meeting.

6. COUNTY COUNCILLOR, DISTRICT COUNCILLORS AND POLICE

County Report

Councillor Content had given her apologies and had e-mailed her December parish report, copies of which were tabled.

District Report

The Chairman said he had nothing significant to report.

Police

Again, no officer was in attendance and no crime statistics had been received.

7. ITEMS FOR REPORT AND DISCUSSION

Reports from School Governors

a) Hilperton CE Primary School

Pam Turner reported that the new build was completed on time and on budget and the new suite was opened in July, in memory of Gerald Parsons. The additional office and staff room space were also completed on time and on budget. Recently governors had decided to survey parents on a variety of topics and the findings had been analysed and the results reported back to parents. Governors were increasingly aware of their responsibilities and attended relevant training courses wherever needed. However, a great worry was governor recruitment and it was proving difficult to get interested people

with relevant experience and time to commit. She asked parish councillors to contact her if they knew of anyone who might be interested.

b) The Mead Primary School (*this report was e-mailed by Mrs. Sinclair earlier in the evening but was not received until the following day*).

Jenny Sinclair reported that the school had had a good year. With the removal of the mobile classrooms the playground now had a very open aspect and the advantage of a wonderful view. The grounds were being properly developed to include a pond and children's vegetable garden. A new cycle path had been constructed for children's bikes, but the car parking in the morning and evening still remained a problem. After internal building remodelling, a dedicated Design and Technology classroom had been established, together with a dedicated IT suite. SATS had placed the school in the top 12% of schools in Wiltshire and it continued to be a vibrant and happy school.

Both reports are held on file.

Parish Steward

a) Report on visit on the 21st and 22nd November

Mr. Willis said the Steward had done a good job and all work on the list had been completed over the two days.

b) Visit on the 18th December

It was agreed that the pavements throughout the village needed weeding and drains required unblocking. Weeds should be cleared from the pavement opposite the Lion and Fiddle, and the pavement on The Grange side of Devizes Road (between the entrance to The Grange and the two houses standing on their own exiting Hilperton) needed sweeping. The bus shelter in Hill Street again needed clearing of leaves.

Notice Board, Church Street

The Chairman had not spoken to the landlord of the Lion and Fiddle or the owners of Woodcote House. He said that the wall at Woodcote House seemed to be unsuitable and the one at the public house had two windows in it. It was suggested that a site at the car park of the Lion and Fiddle, near the footpath, might be a good spot for a notice board, or by the bus stop in Church Street, where one would have to be put up on posts. The Clerk had received prices from Metrosigns and she was asked to establish whether or not planning permission would be needed for the latter site. This would then be discussed further at the January meeting.

The Future of Local Government

No-one from the Parish Council had been able to attend the WWDC meeting on the 27th November but details of what had been discussed had been sent to the Clerk. The District Council, at a special meeting held on the 8th November, had resolved that it did not support WCC in its actions of rushing into preparatory work for a unitary status or pathfinder bid for submission to government by the deadline of 25th January, and considered any such action an unwanted distraction as there should be full and proper democratic debate amongst all parties involved. Wiltshire County Council was now intending to hold four meetings (in Chippenham, Trowbridge, Marlborough and Salisbury) to explain the County Council's position and to hear the views of town and parish councils, the Trowbridge meeting being planned for Tuesday, 9th January, in the council chamber at County Hall, at 6.30 p.m.

War Memorial Planters

The Clerk had received a quote from Alan Hawkins, stonemason, as follows:-

Three troughs in Portland Limestone	£870.00	
Cutting of letters	£217.50	Total: £1,087.50

Three troughs in Forest of Dean sandstone	£772.80	
Cutting of letters	£217.50	Total: £990.30

If the Parish Council decided to have the lettering painted, this would be another £150 approximately.

After a short discussion it was agreed that Mr. Hawkins should be asked to take on the work, using Forest of Dean sandstone, and that the lettering on the troughs should be engraved but not painted. It was suggested that the old troughs might be sold.

Strengthening of the Railway Bridge at Staverton

A letter had been received from WCC enclosing a temporary road closure notice, the order coming into force on the 8th January, 2007, for a period of five weeks. A temporary pedestrian access would be available during the strengthening period.

West Wilts. Central Area Parish Councils' Liaison Group

The provisional agenda for the 9th January meeting had been discussed at the November PC meeting and Mr. Jackson asked members to contact him if they would like anything added.

Conditions of Service for Clerks of Local Councils – Use of Personal Computer.

Discussion took place on the content of the extract from the Society of Local Council Clerks booklet which had been sent to all members, with particular reference to the following:-

10.2.3: 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.

10.2.4: The Council will pay for all necessary computer software or upgrades required for the Clerk to the Council to fulfil the duties required by the Council.

At the end of this discussion it was agreed that the Clerk should be paid the sum of £180 a year (£45 a quarter) to cover the use of her own computer for parish council work. This would then cover items 10.2.3. and 10.2.4 of the above conditions of service. If at any time additional software was required, it was agreed that this would be paid for by the Parish Council. (Proposed by Mr. Bielecki, seconded by Mr. House, all in favour with the exception of the Chairman who abstained from voting).

It was further agreed that this allowance should be backdated to the beginning of the 2006 financial year (Proposed by Mr. Bielecki, seconded by Dr. Beckett, all in favour with the exception of the Chairman who again abstained).

8 PLANNING MATTERS

Applications

06/03583/FUL: Mr. and Mrs. A. Goldstone, 19 Dymott Square

Single and two storey extensions/internal alterations

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

06/03598/OUT: West Wiltshire District Council, Paxcroft Mead

Development of 23 new dwellings and 35 car parking spaces

It was agreed that no objection would be made to this outline application but a suggestion should be made to the district Council that, when a detailed application was submitted, further investigation would be required into surface water run-off and the possible introduction of porous paving, given the site's close proximity to the flood line.

06/03602/FUL: Mr. Phillips, 24 Apsley Close

Ground floor extension

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

The Chairman left the room during discussion of the following applications. Mr. House took the chair.

06/03581/FUL: David Anderson, 18 Dymott Square

Extensions to dwelling

It was agreed that an objection should be made to this application on the following grounds:-

- a) the proposed extension's incompatibility with the design of existing buildings
- b) the front porch area would be out of keeping with the elevational features of the rest of the properties in the area.

06/03611/FUL: Mr. T. V. Davies, 9 Ashton Rise

Conversion of garage to study/annexe, extension to garage link and erection of garage

It was agreed that an objection should be made to this application on the grounds of:-

- a) excessive scale of the proposed works
- b) poor relationship with adjoining buildings
- c) overdevelopment of the site in the context of the access and the front of the building.

The Chairman returned to the meeting and took the chair.

Decisions

06/02963/FUL: Mr. and Mrs. Waller, 20 Horse Road

UPVC conservatory – permission with conditions

06/02987/FUL: Ms. C. Gale and Mr. J. Parfitt, 2 St. Michael's Close

Shallow oriel bay window to front of dining room – permission with conditions

06/02112/FUL: M. Fallas and P. Shepstone, 258 Hill Street

Erection of timber shed in garden for storage – permission with conditions

06/03120/FUL: Andrew McConaghy, 3 Faverolle Way, Paxcroft Mead

Two storey extension to four-bedroomed detached house to enlarge kitchen, provide utility room and two bedrooms – Refusal

06/02907/FUL: Mrs. J. Winn, 12 Hanover Close

Erection of PVCu conservatory – permission with conditions

Notification of Planning Appeal

06/01219/FUL: Appeal lodged by Mr. F. P. and Mrs. J. I. Hinks against the refusal of West Wilts.

District Council to allow permission for variation/change of conditions to allow the coach house to be let separately at Woodcote House, 112 Church Street, Hilperton

9. CORRESPONDENCE

a) WWDC – Christmas waste and recycling collections

b) West Wilts. CAB – Winter, 2006

c) e-mail from Paxcroft Mead resident re: litter bins

d) Cards/letters of thanks from coal charity recipients

e) Letter from the Young Foundation inviting various organisations to take part in a workshop on the 14th December entitled 'leading your community'

10. PUBLICATIONS

- a) The Clerk – November, 2006
- b) First News – Winter, 2006
- c) Wiltshire Rural Housing Association – Annual Report and Accounts 2005/6
- d) WCC – Transport Times and Telegraph Newsletter, November, 2006
- e) Wiltshire Waste Contract – Annual Service Review, 2005/6

11. ACCOUNTS

Payments authorised:-

a) Since the last meeting: cash for the coal charity recipients		£90.00
b) This meeting:		
Clerk's Salary for December	£425.12)	
Clerk's Expenses	£159.22)	£584.34
WWDC: Topliner Litter Bin (including £19 25 VAT)		£129.25
Society of Local Council Clerks – Annual subscription		£85.00

12. ANY OTHER BUSINESS AND VILLAGE MAINTENANCE

- a) The Chairman had received a complaint by a resident at the state of the pavement in Kings Gardens, especially down the left hand side when entering from Wyke Road. He said it was uneven to the point of being dangerous in the dark and, after rainfall, full of large puddles. The majority of the residents being elderly, the Parish Council had been asked to see if something could be done to improve matters.
- b) Mrs. Sawyer said that attention needed to be paid to the pavement outside 61 Hill Street as it was unsafe and people might fall over.
- c) Mrs. Sawyer said that the bus shelter at the Marsh Road end of Hill street had been mended but damaged again. It was agreed that Paul Stadden should be asked to come up with a suggestion which might alleviate the situation.
- d) Mr. Bielecki reported that a litter bin on Paxcroft Mead had disappeared. It was situated on the cycleway running behind Faverolle Way and Castley Road.
- e) Mrs. Hayes said she had heard rumours that cardboard should not be put in green bins any more. Other people had heard the same but no official announcement had been made.
- f) Mrs. Hayes had been corresponding with the planning enforcement officer at WWDC over works at 22 Horse Road following a query with David Hubbard at the last parish forum. Planning permission was given in 2000 for a garage with storage/hobbies room with a condition that the room above was not to be used for habitation. In 2005 a change of use to habitable room was permitted under building control and she felt this should have gone through the planning department with the usual public notices. She was not very happy with the response from the enforcement officer and said she might go to view the original planning application.
- g) Mr. House had received a request for a dog fouling notice to be placed near his front gate, as the path running between his house and the church was often fouled by dogs.
- h) Mr. Jackson reported that a property on Paxcroft Mead which had been given planning permission for a room in the roof was now peppered with ten roof vent tiles on the front elevation which looked unsightly. He felt this should be borne in mind when considering any future similar planning applications.

- i) Mr. Jackson again referred to the machine which was used to cut hedgerows throughout the district because they were being badly butchered and the pieces cut off were not taken away but allowed to rot, and people could fall over them. It was agreed that this should be reported to Councillor Content.
- j) Mr. Willis said that a load of paper had been dumped on the footpath leading from Marsh Road to Horse Road.
- k) Mr. Willis also reported a mattress dumped on the side of the footpath at the Lion and Fiddle.

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) Speeding along Whaddon Lane
- b) Parish Council correspondence
- c) Parish Council website
- d) War Memorial
- e) Bus stop clearways
- f) Alternative scheme for pedestrians at the Horse Road/Marsh Road/Hill street junction

14. DATE OF NEXT MEETING:

Tuesday, 16th January, 2007. The meeting ended at 9.00 p.m.

Signed Date