

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL  
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,  
at 7.30 pm on Tuesday, 20<sup>th</sup> February, 2007**

There were no members of the public present.

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

**ALSO IN ATTENDANCE:** Cllr. S. Content, Cllr. T. Carbin and PCSO Sarah Kaufmann

**1. APOLOGIES FOR ABSENCE**

Dr. C. Beckett and Mr. K. Jackson.

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

Planning application 07/00277/FUL: Mr. E. Clark – Prejudicial.

**3. MINUTES**

The Minutes of the Parish Council meeting held on the 16<sup>th</sup> January, 2007, were approved and signed.

**4. MATTERS ARISING**

Minute 7 – Bus Stop Clearways: The Clerk had received confirmation from WCC that the bus stop in Hill Street, on the same side of the road as the footpath into Newleaze, had been consulted upon and a bus stop clearway was planned and would be painted on the road, this work being programmed by WCC contractors Ringway Highway Services. The bus stop opposite and on the same side of the road as Greenhill Gardens was being considered for a bus stop clearway and a poster would shortly be displayed on site to start the six-week consultation period required. The Parish Council would of course be invited to comment on the proposals and, if no objections were received, the clearway would be programmed. WCC's advice to the Parish Council, therefore, was that it should not pay out for the cost of any clearway as the work was planned by the County Council.

Minute 7 – Raised Flower Bed, Newleaze: The Clerk had written to WCC but had been informed by their Area Highway Engineer that the area of pavement in question had never been adopted by the County Council and was therefore not public highway maintainable at public expense. It was in fact owned and maintained by West Wiltshire Housing Society. The Clerk had taken some photographs and these had been sent to the Housing Society, along with a request that the obstacle be removed and the pavement levelled.

Minute 12a – Mrs. Sawyer said the Parish Steward had not cleaned the drain outside the bus stop at the top of Hill Street, so this should be put on the list of jobs to do next time.

Minute 12b – The Clerk had reported to the police the problem arising from vehicles parking at the junction of Ashton Road/Devizes Road.

Minute 12c – The Clerk had spoken to WCC about the situation in Cresswell Drive and Faverolle Way and this had resulted in the County Council writing to the developers in question, David McLean Homes and Taylor Woodrow Developments. They had been asked to inform WCC of the progress

with the Section 38 work on the roads in question as these could not be adopted by WCC until sewer remedial works had been carried out and sewers put onto maintenance by Wessex Water. Once the developers had confirmed that the sewers were on maintenance and outstanding works to the roads were complete, the County Council would arrange for re-inspection in order to progress the Section 38 agreement and adopt the roads. The Clerk said that these letters had only been sent to the developers because of the complaint received via the Parish Council and she would need to keep putting pressure on WCC.

Minute 12d – Mr. Cullern confirmed that the graffiti on the underpass at Paxcroft Mead had now been cleaned off, following the Clerk reporting this again to WWDC.

Minute 12e – The Clerk had written to WCC's education department to ask if the car park at The Mead school could be gated because of the amounts of rubbish being dumped and the area being used by youths as a meeting place. She had received a reply, together with a plan showing the extent of the adopted highway. This area could not be gated because the public had the right to pass over it, either on foot or, where appropriate, in vehicles. It might be possible, however, to persuade the owner of the car park to erect gates at points A and B on the plan but this land was not owned by WCC and they had no record of the present owner's details. They suggested contacting WWDC but, if it was found that they were not the owners, it was probably in the ownership of the developer of the adjacent shopping parade.

## **5. ANNOUNCEMENTS FROM THE CHAIR**

- a) The Chairman informed members that the Parish Council website had had 242 pages downloaded and 108 visitors since the last meeting.
- b) Hilperton Presents' pantomime had been a great success with money raised going to the Village Hall and Dorothy House. The grant made by the Parish Council was acknowledged in the programme and was used for the purchase of more light and sound equipment.
- c) The Chairman had received details of a proposal to install a telephone mast on the highway verge at Ashton Road and this would be discussed later in the meeting.

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

### *County Report*

Cllr. Content spoke about the decriminalisation of parking which would be coming into effect within the next few years. Parking would then become a local authority issue and she felt that Community Support Officers should be given more powers in this respect.

The County Council's work on the bid for unitary status meant that other matters were 'on hold' at the present time. £350,000 had been allocated to the exercise but Cllr. Content said this would probably end up costing in the region of £500,000.

The County Council had agreed a 4.8% increase in council tax for the coming year. Some changes to grants had been made and some day-care centres would be closing, but the one in Ashton Street, Trowbridge, would remain open, and it was possible that a new centre in Melksham or Corsham might be provided. The adult care department was going through structural and staffing changes and this, together with a thorough re-assessment of everyone on their books, would take about six months to complete.

After an approach by the Neighbourhood Policing Teams, the Paxcroft Mead Community Centre management committee had agreed that an area within the Community Centre could be used for the Police Community Support Officers to hold surgeries from time to time.

The management committee had made a request to WWDC to see all the old files relating to the building of the Community Centre in order to establish whether there was an original plan. Under a certain land law there was a duty to give right of access so these areas around the centre would need to be transferred by the developers, as well as the building itself.

When asked if owners of cars parked on faded yellow lines could be issued with a ticket, Cllr. Content said most probably not, so the Parish Council should contact WCC's highways department when they wanted lines re-painted.

In conclusion, Cllr. Content said that e-mails were the best method of contacting the police and she would let the Clerk have PC Lee Pelling's e-mail address.

### *District Report*

Mr. Clark said that the District Council would be meeting the following evening to set the Council Tax.

### *Police*

Community Support Officer Sarah Kauffman was in attendance and she had brought along a written report from PC Lee Pelling, copies of which were tabled. 2007 would see changes for Wiltshire Police with a rolling programme of Neighbourhood Policing Teams (NPTs) across the force. This scheme should be fully operational in the Trowbridge area around April, with Hilperton being included in beat area CT17 with Hilperton Marsh and Staverton. The beat would have a manager and other police staff to be confirmed, which should greatly improve the community contact which had been lacking for some time.

The last month had seen the theft of some saddle stones from Whaddon Farm and there were concerns that some young drivers were using Whaddon Lane as a hang-out, causing litter and disturbance. During the last few months there had been three incidents of damage to cars parked on the road overnight including Church Street, Hill Street and Marsh Road. The way some vehicles were parked in Church Street and near the local shop was causing obstruction and access problems and the police were aware that some vehicles were driving at speed through the village.

Anti-social behaviour of youths in the Marshmead area was a cause of concern and the police would like to identify these groups.

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

### **War Memorial Planters**

The Clerk confirmed that James Long had agreed to match the quote given by Mr. Hawkins and would now order the stone. She had asked if someone would go along to the War Memorial to make sure the seat would be able to support the new planters.

### **Notice Board – Church Street**

The Chairman had made a sketch of the preferred site and the Clerk had sent this off to WCC, assuring them that the new notice board would not cause any visibility problems and would not be in the way of pedestrians. She was now waiting for a response and had also asked what steps the Parish Council should take next with regard to any possible planning permission being required.

### **Parish Steward**

#### **a) Report on Visit on the 16<sup>th</sup> and 17<sup>th</sup> January**

During his two-day visit in January, the Parish Steward's report stated that he had:-

- a) Cleaned out the bus shelters along Trowbridge Road and Hill Street

- b) Cleared vegetation behind the seat opposite the bus stop in Trowbridge Road
- c) Cut the grass at the end of St. Michael's Close
- d) Cleared gullies of debris in Marshmead
- e) Checked and cleared gullies throughout the village
- f) Checked and cleared pavements as necessary throughout the village
- g) Cleared gullies and grips along Whaddon Lane, Hill Street and Devizes Road

#### **b) Confirmation of jobs asked to be carried out on the 15<sup>th</sup> February**

The Parish Steward had been asked to:-

- a) Clean out the bus shelters along the Trowbridge Road and Hill Street
- b) Generally clear pavements through the village and, in particular, outside Woodcote House in Church Street.
- c) Generally clear blocked drains throughout the village and, in particular, the one outside the bus stop at the top of Hill Street and the one by the bus shelter at the lower end of Hill Street which was full of water.

#### **Date of Next Visit**

Mr. Willis had been informed that the next visit would be on the 13<sup>th</sup> and 14<sup>th</sup> March. The Chairman said that any request for jobs to be undertaken should be given to either Mr. Willis or the Clerk a week beforehand.

#### **Local Elections – 3<sup>rd</sup> May**

The Clerk had received an information pack from Community First, designed to assist Parish and Town Councils co-ordinate successful local campaigns in the run-up to the poll and to raise awareness of:-

- a) the importance for people to vote in local elections
- b) how to navigate through the election process
- c) what to advise if someone is thinking of becoming a councillor

This pack also contained a couple of posters and the Clerk was asked to see if she could get hold of some more.

WWDC would be hosting an open evening on Tuesday, 27<sup>th</sup> February, with a view to encouraging people in the community to consider putting themselves forward for election. This would be held at The Civic Hall in two sessions, the first from 5.30 – 7pm and the second from 7 – 8.30pm.

Presentations would be given by the Leader and Chief Executive of the District Council, the views of existing councillors on their role would be heard, and each session would end with questions and answers.

#### **Best Kept Village Competition**

Details of this year's competition had been received from the CPRE and it was agreed that Hilperton should again be entered.

#### **Post Office Network Consultation**

WWDC had written to say that they had received notification from Postwatch of a consultation being carried out by the DTI on the post office network. After a short discussion it was agreed that the Chairman and Clerk should complete the consultation response form on behalf of the Parish Council and send it back in time for the 8<sup>th</sup> March deadline.

#### **Parish Newsletter**

A draft of the Newsletter had been sent to all members and, with a couple of additions/amendments, it was agreed that this could now be photocopied ready for circulation. The Chairman said that a

volunteer would be needed to distribute the newsletter and asked parish councillors to contact him if they knew anyone who would be willing to do this.

### **West Wilts. Central Area Parish Councils' Liaison Group**

Minutes of the AGM held on the 6<sup>th</sup> February, together with details of the next meeting on the 26<sup>th</sup> April had been received from Mr. Jackson. At the AGM Mr. Jackson had said he felt unable to continue as Chairman for a further year, due to pressure of work, but he agreed to stand as Vice-Chairman and was elected. At the meeting following the AGM items discussed included:- e-Trowbridge, Trowbridge Community Area Future and the TCAF Community Safety Group, Community First, Recycling, Footways and Traffic Items. (Details are held on file).

### **Local Works – Campaign for the Sustainable Communities Bill**

The Clerk had heard received notification that the Sustainable Communities Bill had passed its second reading with a vote of 175 for and 17 against. Details of what supporters of the Bill needed to do now were enclosed and, after a short discussion, it was agreed that the Clerk should again write to Dr. Andrew Murrison MP, asking him to keep supporting the Bill in its progress through the Commons.

### **WWDC – Invitation to attend Scrutiny Committee on the 28<sup>th</sup> February**

An invitation had been received from the Chairman of the Scrutiny Committee to attend the next meeting when the committee would be looking at the planned overall long-term set of Neighbourhood Policing Teams in West Wiltshire. The Chairman said that if anyone would like to attend, the meeting would commence at 7 p.m. in the Council Chamber.

### **WCC – Proposal to Re-organise the Registration Service in Wiltshire**

The Clerk informed members that WCC proposed to create a single registration district in the county by removing boundaries around the current five separate districts. They also planned to withdraw the service of the Registrar of Births, Deaths and Marriages in some towns. It was agreed that this was in fact a cost-cutting exercise and that the Parish Council should write to say that the proposal, in its opinion, would be a retrograde step.

### **WCC – New Community Primary School at East Trowbridge**

A letter had been received from WCC, together with copies of a public notice concerning the intention to establish a new seven-class primary school at a site to the south of Green Lane, Trowbridge. A copy of the public notice had been placed on the Budgens PC notice board and it was agreed that no further action needed to be taken.

### **WWDC – Proposed Dog Control Orders**

Details of the proposed dog control orders had been received from WWDC. The first order would make it an offence to fail to clear up after a dog had fouled on land to which the order would apply and the second order would make it an offence to bring a dog onto land to which the order would apply. After a short discussion it was agreed that a letter of support should be sent to the District Council as the orders covered areas about which the Parish Council had often expressed concern.

### **WWDC – Changes to Recycling Arrangements**

WWDC had sent details about its new recycling arrangements and its intention to establish a mini bring site at Hilperton School, Newleaze, for plastic bottles and cardboard. This had come about because the kerbside collections had meant a substantial decrease in the use of the local recycling sites.

### **Consultation on Amendments to the Model Code of Conduct for Local Authority Members**

The government had recently published a consultation paper which sought views on a draft of a proposed new model code of conduct. The Chairman read out the parts of relevance to members of the Parish Council and said that any comments must be made by the 9<sup>th</sup> March. He then went through with members the questions at the end of the paper and it was agreed that the answers should be sent to the appropriate government department.

### **Requests for Grants**

#### **Splash**

Details of the latest fund-raising appeal by Splash had been received. After a short discussion Mr. House proposed that £210 should be given to the charity this year. This was seconded by Mr. Willis and put to the vote, with all in favour.

#### **Wiltshire Bobby Van Trust**

The latest edition of Bobby Van News had been received, together with a request for support. Mr. Willis proposed that £300 should be given to the trust and this was seconded by Mr. Tucker. When put to the vote there were seven members in favour and one against.

## **8. PLANNING MATTERS**

### **Applications**

07/00212/TCA: G. Richards, Ashton Lodge, Ashton Road

Felling of Eucalyptus tree

The Clerk informed members that WWDC's landscape officer had already placed a TPO on this tree. On inspection he had found that there was no evidence of structural damage to either building and, with regard to light related issues, light levels were well within the British Research Establishments recommendations. The Clerk was asked to write a letter supporting his actions.

*The Chairman left the room whilst the following application was considered. Mr. House took the Chair.*

07/00277/FUL: David Anderson, 18 Dymott Square

Extensions to dwelling

The Clerk reminded members that the last application had been refused by WWDC who had agreed with the Parish Council that the proposed extension would be incompatible with the design of existing buildings, in particular the front porch area which would be out of keeping with the elevational features of the rest of the properties in the area. This application appeared to address that problem and it was agreed that no objection would be made.

*The Chairman returned to the meeting and took the Chair.*

07/00324/FUL: Edward Oatley and Son, Marsh Farm, Marsh Road

Conversion of agricultural building to four light industrial units and one other building

It was agreed that an objection should be made to this application unless the applicant agreed to enforce a 10mph speed limit for the protection of the public using the public right of way. If this was agreed and the application approved, the Parish Council would also expect to see the same conditions imposed as applied to the other units.

07/00327/TPO: Mr. and Mrs. Read, 75 Foxglove Drive

Deadwood/crown thinning of Lime tree

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

### **Decisions**

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

Extensions to dwelling – Refusal

### Proposed Telecom Mast Installation

The Chairman informed members that T-Mobile wished to install an 11.7 metre high antenna in the area and various locations had been assessed during their site search process. The preferred option was on the highway verge, Ashton Road (near the junction of Hilperton Drive). This would be a slim lamp standard style pole with small ground level equipment cabinets and set alongside existing planting and screening hedging.

The Chairman had already contacted T-Mobile's agents to say that it would appear that WWDC had not informed them of an extant application for housing in the vicinity of the proposed mast and the green area immediately adjacent to the site had an outline application for around thirty houses awaiting a decision from the District Council's planning committee.

After some discussion it was agreed that an objection should be made to the applicants on the grounds that the proposed site for the mast was too close to the new houses which would in all probability be built and to the Mead Primary school. A copy of this objection should also be sent to WWDC.

### 9. CORRESPONDENCE

- a) WALC Newsletter for February, 2007 (already circulated)
- b) Letter of thanks from Paxcroft Mead Community Centre re: grant

### 10. PUBLICATIONS

- a) Rural Arts Wiltshire – programme January to May, 2007
- b) Volunteer Centre Posters
- c) WWDC – Monthly Members' Supplement Sheet – 9<sup>th</sup> February, 2007

### 11. ACCOUNTS

Payments authorised:-

- a) Since the last meeting:
 

Jewson Limited (Paint and Equipment for the Village Hall) (including £57.75 VAT)	£387.85
Hilperton Presents – Advertisement for Pantomime Programme (Chairman's Allowance)	£50.00
- b) This meeting
 

Clerk's Salary for February	£367.63)	
Clerk's Expenses	£105.92)	£473.55
Splash (Section 137 Grant) approved earlier		£210.00
Wiltshire Bobby Van Trust (Section 137 Grant) approved earlier		£300.00
P. S. Property Services (work to the lower bus shelter in Hill Street which had been vandalised and which members of the Parish Council agreed should be mended as necessary)		£135.00

### 12. ANY OTHER BUSINESS AND VILLAGE MAINTENANCE

- a) Mrs. Sawyer asked if a letter of thanks could be sent to the gentleman from WCC's passenger transport section who had arranged for posters to be put up informing people of the temporary closure of Victoria Road.

- b) Mr. Sawyer said that the hedge at No. 1 St. Michael's Close badly needed trimming back. Although the owner of the property had died recently, it was agreed that the Clerk should contact WCC to ask them to write to the address so that the executors could take the necessary action.
- c) Mrs. Hayes gave an update on the planning application for 22 Horse Road. She said that the original application gave permission for a detached garage with hobbies room above but she had come across a building control application which had given permission for the room above to be habitable. Mrs. Hayes had asked the Director of Planning Services whether Building Control could give permission for change of use or whether another planning application should have been submitted. She was not entirely satisfied with the answer she had received and had pursued her enquiries. It turned out that one of the conditions in the original application permission said that the garage should only be used for purposes incidental to the domestic use, therefore change of use was not required. However, should it turn out that the upstairs was being used as a residence with kitchen and bathroom facilities, then that would be classed as a change of use. She said she would keep an eye on the situation.
- d) Mr. Cullern said that the swings had been taken down at the Stourton Park play area and the Clerk was asked to investigate.
- e) Mr. House referred to the matter of yellow lines mentioned earlier in the meeting and said the Parish Council should give some thought about where double yellow lines would be appropriate and where re-painting was required. It was agreed that this should be discussed at the March meeting.
- f) Mr. Tucker said a number of cars were parking by boats along Whaddon Lane and presumably they belonged to the boat owners. It was agreed that this should be mentioned to PC Lee Pelling, and British Waterways could also be contacted as boat owners should not be living permanently on their canal boats.

### **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) Parish Council Website visits
- b) Completion of road works at the Marsh Road/Hill Street end of Horse Road
- c) Spring Newsletter
- d) Election information
- e) Changes to recycling arrangements
- f) Requests for grants

Items for March:-

- a) Telephone Mast
- b) New policing teams
- c) An invitation to let the Parish Council know what residents would like the Parish Steward to do.
- d) More information on forthcoming local elections
- e) Hilperton to again enter the Best Kept Village competition
- f) Proposed dog control orders
- g) Grants given to Splash and the Wiltshire Bobby Van Trust

### **14. DATE OF NEXT MEETING:**

**Tuesday, 20<sup>th</sup> March, 2007**

**The meeting ended at 9.26 p.m.**

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

