

**MINUTES OF THE ANNUAL MEETING OF HILPERTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,
at 7.30 pm on Tuesday, 15th May, 2007**

There were no members of the public present.

PRESENT

- Mr. E. Clark (in the Chair)
- Mrs. S. Sawyer
- Mrs. K. Hayes
- Mr. K. Jackson
- Mr. Trevor Carbin
- Mr. V. Bielecki
- Mr. Brian Cullern

ALSO IN ATTENDANCE: PCSO Karen Beedon

1a. ELECTION OF CHAIRMAN

Mr. E. Clark was re-elected Chairman
(Proposed by Mrs. Sawyer, seconded by Mr. Jackson, all in favour)
The Chairman signed the Declaration of Acceptance of Office

1b. ELECTION OF VICE-CHAIRMAN

Mr. House was re-elected Vice-Chairman
(Proposed by Mr. Jackson, seconded by Mr. Bielecki, all in favour)

2. APPOINTMENT OF PLANNING COMMITTEE AND OTHER REPRESENTATIVES

Planning Committee: Mr. R. House, Mrs. S. Sawyer, Mr. J. Willis (subject to his co-option), Mr. D. Tucker, Mrs. K. Hayes, Mr. K. Jackson and Mr. E. Clark (ex officio). It was also agreed that Mr. Bielecki should be called upon to attend in an emergency and that Mr. Jameson should act as a substitute.

Footpath Representative: It was agreed to defer this appointment.

School Governors: a) Hilperton Primary School – Ms. P. Turner
b) The Mead Primary School – Mrs. J. Sinclair

Police Representative: Mr. K. Jackson

Village Hall Committee Representative: Mr. E. Clark (ex officio)

Paxcroft Mead Community Centre Representative: Mr. V. Bielecki

Parish Steward Co-ordinator: It was agreed to defer this appointment

Flowers at the War Memorial: Mrs. L. House

West Wilts. Central Area Parish Councils' Liaison Group: Mr. K. Jackson

3. APOLOGIES FOR ABSENCE

Mr. R. House and Mr. W. Jameson

4. DECLARATIONS OF PERSONAL/PREJUDICIAL INTEREST

Planning application 07/01299/TCA: Mr. E. Clark – Personal, the applicant being known to him.

5. MINUTES

The Minutes of the Parish Council meeting held on the 17th April, 2007, were approved and signed.
The Minutes of the Annual Parish Assembly held on the 1st May, 2007, were noted.

6. MATTERS ARISING (from the 17th April PC meeting)

Minute 6 – County Report: The Clerk said that the Staverton railway bridge had been closed on the 9th and 11th May from 10am until 4pm but it had not been generally known that before and after this time the bridge was open to traffic. She had been informed by WCC that the bridge would again be closed from the 22nd until the 24th May but signs had been put in place stating that the closure dates were the 19th to the 21st May. There was clearly much concern about the disruption caused by the bridge closure and other road works taking place at the same time, and it was agreed that a letter should be sent to the Highways department at WCC regarding the way in which the road works had been organised and actioned and the conflict regarding the signage.

Minute 7 – Notice Board: The Chairman said that the new notice board for Church Street had arrived and he had asked Mr. P. Staddon to erect it as soon as possible.

Minute 7 – WCC Annual Area Highways Presentation: Mr. Tucker had attended on behalf of the Parish Council and it was agreed that this should be discussed at the June meeting.

Minute 7 – War Memorial Planters: The Chairman reported that when the planters arrived on site recently both he and the Clark thought they looked too small. It was since discovered that the stonemasons had used the internal measurements given to them as the external measurements. This mistake on their part meant that new planters would have to be made which would take a few months.

Minute 12b – The fly tipping had been reported.

Minute 12c – The high hedge was reported.

Minute 12d – The request for a bus shelter at the Marsh Road/Hill Street end of Horse Road had been made to WCC and a reply received. Mr. Egar from the passenger transport unit had said that the County Council was unlikely to undertake any improvement work in the foreseeable future. The Parish Council could use its powers to erect a shelter within the highway boundary and the County Council would be happy to provide technical assistance, although no funding grant would be available. Being familiar with the site, Mr. Egar had noticed that the hedges had been cleared back in the bus stop area, but he had pointed out that the width that mattered was not kerb to hedge but kerb to boundary of highway which would not have changed. When erecting a shelter one metre of pavement width was required to be left clear so that people could walk past with double buggies etc. and with the width of the shelter pillars and the need to keep any structure (including the roof overhang) 500mm back from the kerb the pavement would need to be 1.5 – 2m wide in order to fit a shelter on it. Mr. Egar felt it was difficult to see how this could be achieved at the site in question without building an extension to the pavement width which would be expensive. It was agreed that it would be worth while asking WCC for some technical assistance in this respect and an estimate of the probable cost of an extension to the pavement width.

Minute 12e – The Clark had responded to the letter in question

7. ANNOUNCEMENTS FROM THE CHAIR

a) The Chairman informed members that the district shopping centre at Paxcroft Mead had been sold by Marshgate to Attivo Property, based in Cheltenham.

b) Two new parish councillors had been elected at the recent local elections and the Chairman welcomed Trevor Carbin to the meeting. The other parish councillor, Wolsey Jameson, was unfortunately unable to attend the meeting.

c) The new Chairman of the Paxcroft Mead Community Centre had e-mailed the Chairman and informed him that the committee would be discussing the Deed of Trust at their next meeting.

8. COUNTY COUNCILLOR, DISTRICT COUNCILLORS AND POLICE

County Report

Cllr. Content was not in attendance. In answer to a question by Mrs. Hayes concerning the Westbury bypass, Mr. Carbin confirmed that this subject was going to be discussed by WCC the following morning.

District Report

The Chairman said that the West Wiltshire District Council poll for the Avonside Ward had resulted in the election of the following three District Councillors:- David Binding (Conservative), Trevor Carbin (Liberal Democrat) and himself Ernie Clark (Independent). There would be a full District Council meeting on the 16th May which would see the appointment of a new leader.

Talks on the he proposed new telecom mast scenario had gone somewhat quiet but the Chairman said he understood the agents were looking at a site at the end of Hilperton Drive, near Fieldways.

Police

PCSO Karen Beedon was in attendance and tabled copies of her report on community issues (this is held on file). Recent incidences included lead stolen from the roof of St. Michaels Church, an amplifier and microphones stolen from St. Mary's Church, wheelie bins stolen and thefts of garden ornaments. There was still a problem with motorbikes and scramblers in the Hilperton Gap and enquiries were ongoing. PCSO Beedon said that there would soon be a direct line for people to contact her and PC Lee Pelling which would make it easier to report issues such as this

The Chairman mentioned the fact that a flat bed trailer had been parked in Newleaze and was overhanging the pavement by about 4 feet. Mr. Cullern reported drivers of cars with noisy exhausts causing a disturbance around Paxcroft Mead and youths who had recently smashed pots on the way from Devizes Road to Cresswell Drive.

9. ITEMS FOR REPORT AND DISCUSSION

Local Elections and Consideration of Co-opted Councillors

Following the recent local elections, the Clerk confirmed that eight of the original members of the Parish Council had been nominated to serve for another four years, these being:-

Viv Bielecki	Ernie Clark
Brian Cullern	Kate Hayes
Robert House	Kendrick Jackson
Sheila Sawyer	David Tucker

In addition, there were two new parish councillors, Trevor Carbin and Wolsey Jameson.

This left three vacant seats on the Parish Council which would be filled by co-opting new members.

The Chairman informed the meeting that four applications had been received from:-

Mrs. P. M. Fisher, Grove Gates, Whaddon
 Pam Turner, 1 Stonelea, Hilperton
 Mrs. Janet Waring, 156 Wyke Road, Hilperton
 Mr. John Willis, 352 Horse Road, Hilperton

The Clerk read out letters received from all four candidates and it was agreed that three of these should be co-opted immediately (proposed by Mr. Bielecki, seconded by Mrs. Sawyer, all in favour) The

Chairman then explained to parish councillors the method by which he suggested the co-opted councillors should be chosen.

It was agreed that the voting should be by a show of hands rather than a signed ballot. At the conclusion of the voting Ms. Turner, Mrs. Waring and Mr. Willis were all co-opted to the Parish Council to fill the three vacancies.

The Clerk informed members that there would be a WALC organised training day for new councillors and for existing councillors who would like a 'refresher', and this would take place on Saturday, 2nd June, between 9.30 am and 3.30 pm at Calne Town Hall. It was agreed that the Clerk should send details to those parish councillors who were unable to attend the meeting and to the newly co-opted councillors.

Weight Limit Signs, Horse Road

In response to the Clerk's letter requesting weight limit signs for both ends of Horse Road, WCC had written to say that there was already an existing 7.5 tonnes weight restriction on the small section of Canal Road between the western end of Horse Road and the Hammond Way roundabout, which should prevent HGVs using Horse Road as an access route to the Canal Road trading estate. Nevertheless, they would include the Parish Council's request for weight limit signs for Horse Road as part of the assessment process for local HGV issues. They would also need to take into account the progress in the development of the Hilperton Relief Road, the construction of which might allow an opportunity for more widespread traffic management and weight restrictions in the wider Hilperton area.

Bid by WCC for Unitary Authority Status

The Chairman said he was sure everyone present was aware of the bid by the County Council to become a unitary authority and this bid was now at the consultation stage (until 22nd June). Although this consultation did not consider Parish Councils as consultees, the Wiltshire Association of Local Councils wished to collate the views of its member councils before responding themselves. West Wiltshire, Kennet and Salisbury District Councils shared common concerns about the county's bid and believed that Wiltshire was not an obvious choice for piloting this type of local government as it was such a large, rural area. When the County Council itself voted on whether to proceed, the outcome was 26 in favour, with 16 against and seven members not voting – not a clear-cut majority and not a countywide mandate for change. The Leader of the County Council had also refused to hold a referendum on the subject.

A discussion took place on the pros and cons of this bid, at the end of which it was agreed that the Parish Council should oppose it and take necessary steps to publicise this fact to all relevant parties. (Proposed by the Chairman, seconded by Mr. Bielecki, with all in favour). It was further agreed that the Chairman, Mr. Carbin, the Clerk and Sarah Content should get together to compose a letter to send to the relevant authorities.

Conservation Areas

Mr. Jackson had recently had a discussion with WWDC's conservation officer and had made the point that the Parish Council was concerned about the gradual erosion of the conservation area because of a) lack of enforcement powers and b) no Article 4 directive attached. (Mr. Jackson explained to members that this directive controlled what people could or could not do with regard to such things as windows and other features of buildings).

As the conservation officer's priorities were currently directed elsewhere, she had suggested to Mr. Jackson that the Parish Council might wish to write to Mark Russell (WWDC's Planning Policy and

Conservation Services Manager) and David Hubbard (WWDC's Development Control Manager), requesting a meeting to discuss this issue, to which she might be invited to attend. This course of action was agreed by the Parish Council as it was felt that there was no point in having conservation areas if there was no actual enforcement in place.

The Mead Primary School

Following correspondence with both WCC and WWDC, the Clerk had now been able to discover that the school car park land was owned by the District Council. Her original letter to WCC's Director of Education had asked for the car park to be gated because of problems with youths using it as a meeting area, dumping rubbish and possibly misusing drugs. The latest letter from WWDC's legal department stated that it was felt that restricting access by gating the car park would not be appropriate to address these issues. Whilst gates or a barrier might restrict vehicular access on the roadway they would not prevent a determined person from driving around the gated section. Similarly gates would not prevent pedestrians from gaining access to the site. In addition, gates would require someone to attend the site at the beginning and end of each day which would incur expenditure in circumstances where a beneficial desired outcome was difficult to achieve.

The Clerk had also received a response from the Chief Fire Officer of Wiltshire Fire and Rescue, following a recent visit by one of his officers to The Mead school. The Station Manager from Trowbridge had visited between 1500 hours and 1530 hours which was the school collection time. There was no doubt that this was an extremely busy time with a large number of parents arriving by car to collect their children and, because of insufficient parking for all the cars, there were many parked on grass verges. Having said this, he felt, in his professional opinion, that there still remained sufficient access for a fire appliance to gain direct access to the rear school gates provided the actual gateway was kept clear. He did not believe that yellow lines would improve fire access to any great extent and would be concerned about the congestion that would be caused nearer to the main road because there was nowhere else for parents to park. A more realistic solution would be to create more parking spaces from the considerable amount of land around the school which was currently grass verges.

It was agreed that a reply to this letter should be sent, noting the fire officer's comments, and saying that his letter would be kept on record.

In view of this and the comments made by WWDC it was agreed that nothing further could be done at the present time. The school should be told what the Parish Council had tried to achieve on its behalf and a copy of the correspondence should be sent to the Head Teacher.

West Wilts. Central Area Parish Councils' Liaison Group

Mr. Jackson reported that the last meeting had been held on the 26th April. Items discussed had included the ongoing problems regarding the Staverton railway bridge closures and concerns about the changes taking place in the collection of rubbish and the recycling of other materials.

A couple of officers from WWDC's planning department presented a programme on the work of the enforcement team and planning enforcement policy, and Mark Newbery and Ciara McVeigh were welcomed as part of the team undertaking neighbourhood policing in the parishes surrounding Trowbridge.

Other topics included e-Trowbridge, footways and public rights of way.

Mr. Jackson said the next meeting would be on the 19th July.

WWDC – Play Strategy

A letter had been received from WWDC concerning the possibility of a lottery grant and a strategy for play which would need to be put in place throughout the district. The consultation document was given to Mrs. Sawyer to peruse and bring to the June PC meeting for discussion.

Wiltshire Police Authority – Custody Visiting

A letter had been received from Ron Flux, Business Manager at the Wiltshire Police Authority, seeking help with the recruitment of custody visitors. These were volunteers recruited by the Police Authority to visit people detained in custody to check on their welfare and ensure that they were granted rights to which they were entitled. Visits were made in pairs and visitors would be expected to visit about 10/12 times a year, with travelling expenses payable and training given.

Mr. Carbin declared a personal interest as he was already a custody visitor, but gave more details of what was involved. Both the Chairman and Mr. Bielecki expressed an interest in becoming visitors.

Parish Steward

The Clerk reminded members that the Steward would be doing weeding only during May and his visit after that was on the 19th and 20th June. She had already received a request from Mrs. Hayes for the Steward to cut back the Marsh Road boundary to the former nursery as visibility when exiting from the lane down the side of this site was not good.

The Local Authorities Model Code of Conduct

The Standards Board for England had written to let the Parish Council know about the new Code of Conduct for members which would come into force from the 3rd May, 2007. Parish Councils would have until the 1st October, 2007, to adopt the revised Code. After that time members of councils that had not adopted a revised Code would be automatically covered by it.

It was pointed out in the letter that it was important to note that not all parts of the Model Code were relevant to parish and town councils and the Standards Board had therefore prepared a 'Model Code for Parish Councils' which was available online. The Clerk had downloaded copies of this which she distributed.

The advice of the Standards Board was that the Code should be adopted unamended with one exception. Parish Councils should consider paragraph 12(2) which was not mandatory for parishes, which gave members with a prejudicial interest the same rights as members of the public to speak to a meeting on the issue and then leave before the main discussion and vote.

The Clerk had been informed by the Standards Board that copies of the new Code of Conduct would be sent out by the end of May/beginning of June. It was agreed that she should send copies to parish councillors and the matter could then be discussed further at the June meeting.

WWDC – Core Strategy Issues Paper

WWDC had written to say that they had begun consultation on what would eventually become the West Wiltshire Core Strategy. This would set out a spatial vision for the towns and villages within West Wiltshire for the next twenty years and how the vision would be delivered through development and the use of land. It would replace the strategic parts of the previous District Plan and would indicate broad areas for future growth in the District.

The District Council had prepared five issues papers, one for each of the community areas within West Wiltshire, and was now seeking views on whether they had identified the major spatial issues. Copies

of the papers were tabled, and the Clerk was asked to send copies to members who were not in attendance ready for discussion at the June meeting.

WWDC – Stronger Communities Team

The District Council had written with details of changes that had taken place within the Sustainable Communities Service and this would be kept for reference.

Raised Flower Bed at Newleaze

This obstacle had still not been removed but the Clerk had been assured by the West Wiltshire Housing Society's Assets Manager that his team would get on with the job very shortly.

Request for a Seat at Paxcroft Mead

A request had been made for a bench to be erected on Paxcroft Mead but the precise site had not been identified and it was agreed that this should be discussed at the June meeting.

Request for a Grant

A request for a grant had been received from Carers Support West Wilts. This organisation began in 1989 and since then had grown to support over 1,400 carers in West Wiltshire. The Clerk reminded members that the Parish Council had given £200 in August, and since that time approximately 53 people in the Hilperton area had been given support in some form or other.

After a short discussion it was agreed that £250 should be given to Carers Support West Wilts (proposed by Mr. Jackson, seconded by Mr. Cullern, all in favour).

10. PLANNING MATTERS

Applications

07/01282/FUL: Mr. and Mrs. I. Lucas, 33 Cresswell Drive, Paxcroft Mead

Formation of two bedrooms and a shower room in the roof space and new roof trusses and dormer windows

It was agreed that an objection should be made to this application in respect of the dormers on the front elevation on the following grounds:-

- a) Out of keeping with the street scene
- b) Out of character with the design of existing buildings
- c) Conflict with the pattern of development

07/01284/FUL: Edward Oatley and Son, The Bungalow, Paxcroft Farm

Conservatory

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

07/01299/TCA: M. R. Forsey, 2 Cherry Gardens

Fell Conifer tree

In the light of the comments made by the Tree and Landscape Officer, it was agreed that no objection would be made to this application

07/01361/LBC and 07/01366/FUL: C. Holden and S. Beck, 16 Horse Road

Demolition of existing conservatory (1989) and replacement with a new kitchen/dining/living room, conversion of existing outbuildings into residential annex

It was agreed that an objection should be made to 07/01366/FUL unless a condition was imposed by the planning authority stating that 'the property as a whole shall be occupied as one dwelling unit, with the accommodation permitted occupied as part of, or an extension to, the main dwelling, and it shall not be let or sold as separate accommodation'.

It was also agreed that an objection should be made to 07/01361/LBC unless a condition was imposed by the planning authority stating that, before commencement of any works, they must agree the materials to be used for the elevations and be satisfied that they are in keeping with the existing buildings.

07/01416/FUL: Mrs. A. Richards, 176 Wyke Road
Rear ground floor kitchen extension
It was agreed that no objection would be made to this application

07/01432/FUL: Ms. J. Mason Smith, 7 St. Mary's Gardens
Enlargement of garage and provision of entrance lobby at front
It was agreed that no objection would be made to this application

Decisions

06/02473/FUL: Silverwell Developments, land between 47 and 49 Princess Gardens
Construction of three-bedroomed detached house with integral garage and alternative parking for 49 Princess Gardens – refused

07/00811/FUL: Doric Developments (Bath) Ltd., land west of Jasmine House, Hilperton Road
Erection of detached house and garage – refused

07/01122/TPO: Mr. G. Richards, Ashton Lodge, 125c Ashton Road
Crown lift Eucalyptus tree – Consent

07/00849/FUL: R. Hodgson, 26 St. Mary's Gardens
Extension to form disabled shower room, adaptation of existing garage roof and covered way and conservatory – Permission with conditions

Planning Appeal

Planning application 06/01219/FUL: Appeal by Mr. P. Hinks of Woodcote 112 Church Street against a refusal by WWDC to grant planning permission for the development of land without complying with conditions subject to which a previous planning permission was granted – Appeal dismissed

11. CORRESPONDENCE

- a) Letter of thanks from St. John Ambulance concerning their grant
- b) Letter from Andrew Murrison MP re: Local Works
- c) WALC Newsletter for April

12. PUBLICATIONS

- a) Clerks and Councils Direct – May, 2007
- b) WCC – Community Area Highway Information
- c) Local Council Review – May, 2007. (The Chairman asked the Clerk to find out how much it would cost to send this publication to every parish councillor each month)
- d) WCC/Swindon Borough Council – Town and Country Planning: Consultation on revised Preferred Options for Wilts. and Swindon Minerals and Waste Core Strategies
- e) WCC: Transport Times and Telegraph – April, 2007
- f) Paws menu – April to September, 2007
- g) WWDC: Arts Directory, 2006/7
- h) WCC: Wiltshire News – May, 2007
- i) First News: Spring, 2007

j) The Clerk – May, 2007

k) Wylve Valley Trail – 26th May to 3rd June: Free guide map to a nine-day celebration of the visual arts in South and West Wiltshire

13. ACCOUNTS

Payments authorised:-

Clerk's Salary for May	£434.71)	
Clerk's Expenses	£246.56)	£681.27
File-It – Stationery (including £15.22 VAT)		£102.26
Metrosigns 2000 – New Notice Board and Posts (including £102.38 VAT)		£687.38
Carers Support West Wiltshire – Section 137 Grant approved earlier		£250.00

14. ANY OTHER BUSINESS AND VILLAGE MAINTENANCE

- a) The Chairman had brought along details of a seminar to be held on the 27th June at the Science Museum, Wroughton, on 'Public Bodies and Biodiversity: Conserving Wildlife in Wiltshire'. He said he would like to attend and Mr. Bielecki also expressed an interest.
- b) It was reported that the recycling bin at the Local Centre, Paxcroft Mead was not being emptied. This to be notified to WWDC and brought back to the June meeting.
- c) It had been brought to the attention of the Parish Council that the sign along Hilperton Drive was broken, but this had now been mended.
- d) The hedge at 1 St. Michael's Close had still not been cut back – the Clerk to contact WCC about this so that they can arrange cutting works and charge the estate of the deceased owner.
- e) The grassed area at Greenhill Gardens needed making good where lorries had run over it – the Clerk to contact West Wiltshire Housing Society.
- f) The replacement Cherry tree at no. 233 Church Street which had been planted about two years ago had been taken out and planted in the middle of the owner's garden – the Clerk to report to WWDC.
- g) A black bin had been stolen at Faverolle Way. Mr. Cullern reported this and it was suggested to him that he should contact Hills Waste Management and they would bring along another one.
- h) The subject of the production of another Newsletter was brought up and the Chairman asked members to bring along some ideas re: the content to the June meeting.
- i) The safety kerb opposite the Lion and Fiddle had yet again been damaged – the Clerk to ask WCC to replace it this time instead of mending it.

15. ITEMS FOR PARISH NEWS/LOCAL PRESS

- a) The Parish Council's objection to WCC's bid for unitary status.
- b) Welcome to the two new members of the Parish Council and the three co-opted members, together with details of the full membership of the Parish Council.
- c) Grant for Carers Support West Wilts.
- d) Notice Board for Church Street

16. DATE OF NEXT MEETING:

Tuesday, 19th June, 2007

The meeting ended at 9.50 p.m.

Signed Date