

**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> June, 2007**

There were twenty members of the public present.

**PRESENT**

- Mr. E. Clark (in the Chair)
- Mrs. S. Sawyer
- Mrs. K. Hayes
- Mr. Trevor Carbin
- Mr. Brian Cullern
- Mr. J. Willis
- Mrs. J. Waring
- Ms. P. Turner
- Mr. R. House
- Mr. W. Jameson
- Mr. D. Tucker

**ALSO IN ATTENDANCE:** District Councillor David Binding

*The Chairman opened the meeting and then adjourned it so that a presentation could be made to parish councillors by Mr. Kevin Hunt of King Sturge, Mr. Richard Pedlar, Architect, and Alison Carter, in respect of a housing development proposal at Church Farm, Hilperton.. After the presentation there was a short question and answer session. The meeting re-opened at 7.55 p.m.*

**1. APOLOGIES FOR ABSENCE**

Mr. K. Jackson, Mr. V. Bielecki and County Councillor Sarah Content

**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> May, 2007, and the Minutes of the Planning Committee meeting held on the 12<sup>th</sup> June, 2007, were approved and signed.

**4. MATTERS ARISING (from the 15<sup>th</sup> May PC meeting)**

Minute 9 – Local Elections: Details of the WALC training day had been sent to all parish councillors but on this occasion no-one was able to attend.

Minute 9 – Bid by WCC for Unitary Authority Status: Following liaison between the Chairman, the Clerk, Mr. Carbin and Ms. Content, a letter objecting to the bid had been sent to the Secretary of State, Ruth Kelly, with copies to the chief executives of both West Wiltshire District Council and Wiltshire County Council, also to the Wiltshire Association of Local Councils and the National Association of Local Councils. Mrs. Hayes suggested that a copy should also go to Dr. Andrew Murrison MP.

Minute 9 – Conservation Areas: A letter had been sent to the Development Control Manager (copies to Mark Russell, Planning Policy and Conservation Manager, Caroline Power, Conservation Officer, and Kendrick Jackson of the Parish Council) on the 23<sup>rd</sup> May, but no reply had been received. The Clerk had therefore sent another letter on the 12<sup>th</sup> June, asking for the courtesy of a reply, but had still heard nothing. She said that if there was no answer by the end of the week she would report the matter to the planning portfolio holder.

Minute 9 – The Mead School: The Clerk had written, as requested, to the Chief Fire Officer and the Head Teacher of the school.

Minute 9 – Custody Visiting: The Clerk had contacted Ron Flux and had given him the names and addresses of both the Chairman and Mr. Bielecki, who had both shown an interest in becoming visitors.

Minute 9 - Raised Flower Bed at Newleaze: The Clerk was pleased to report that this obstacle had now been removed.

Minute 12 – Publications: The Clerk had arranged for every parish councillor to receive monthly copies of the ‘Local Council Review’, which would be sent to their own homes.

Minute 14a: The Chairman confirmed that he would be attending the biodiversity seminar on the 27<sup>th</sup> June at the Science Museum, Wroughton.

Minute 14b: On the day that the Clerk had reported the fact that the recycling bin at the Local Centre, Paxcroft Mead, had not been emptied she had been informed that it had been emptied the day before.

Minute 14d: The Clerk had written again to WCC about the overgrown hedge at No. 1 St. Michael’s Close, and had received a reply stating that two letters had been sent to the address to no avail. The County Council’s solicitor would now prepare to serve an enforcement notice under Section 154 of the Highways Act, 1980, and if there was still no response the cutting works would be carried out by the County Council on a rechargeable basis.

Minute 14e: The grassed area in question had been reported to the West Wiltshire Housing Society and this would be cut shortly.

Minute 14f: The Clerk had contacted the Landscape Officer at WWDC about the cherry tree at No. 233 Church Street, and had been told that the local planning authority could not place any conditions on trees in conservation area applications. If a tree was felled with consent the LPA could only request that another tree be planted in the interest of the local area. This was a request, not a condition. The LPA was only able to condition a replacement tree in a conservation area if someone unlawfully felled one, or a tree was felled as a result of it being reported under Section 198 of the Town and Country Planning Act, as dead, dying or dangerous (DDD). Therefore the District Council, on this occasion, was unable to act.

Minute 14h – Newsletter: Details of the new parish councillors were suggested for the latest Newsletter. This could be discussed further at the July meeting.

Minute 14i) The damaged safety kerb opposite the Lion and Fiddle had been reported to Clarence. As it had not yet been mended/replaced, she had contacted Clarence again and had been told that this had been handed over to Highways, with Paul Snook dealing with the matter. He was at present on holiday but the Clerk said she would have a word with him on his return.

#### **Matters Arising from the 12<sup>th</sup> June Planning Committee meeting**

Minute 3 – Planning Decisions: The Clerk had written to the planning officer concerned seeking clarification on one particular aspect of the refusal for planning application 07/00850/FUL. She had not yet had a reply.

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

The Chairman welcomed the new members to the Parish Council.

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

#### *County Report*

Cllr. Content was not in attendance and had given her apologies.

#### *District Report*

The Chairman introduced District Councillor David Binding. A short discussion took place on the review of recycling arrangements in the district.

#### *Police*

A representative of the police had been present at the presentation before the start of the meeting but had left before giving her report.

## 7. ITEMS FOR REPORT AND DISCUSSION

### **Appointment of a) Footpath Representative and b) Parish Steward Co-ordinator**

Mr. House volunteered to take on the role of footpath representative and Mr. Willis volunteered to continue to be the parish steward co-ordinator.

### **Staverton Railway Bridge**

The Clerk had written to the Highway Improvements Manager at WCC regarding concern about the closure of the railway bridge at the same time as other road works in the area, particularly at Bradford-on-Avon and Melksham, which had caused chaos on the roads. She had also mentioned the signage problem, particularly during the last few weeks of the closure, and had asked for his comments.

A reply had been received stating that the work carried out in Bradford-on-Avon by the gas company had been programmed for completion before the railway bridge strengthening started but unfortunately the gas company over-ran by about a month. With road closures advertised and rail possessions booked it was not feasible to postpone the start of the railway bridge strengthening. Whilst it was recognised that a number of drivers would divert via Bradford, it was not the signed diversion route. Towards the end of the railway bridge work it had become apparent that the contractor was ahead of programme. Rather than delay completion to tie in with timing previously advertised, it was decided to carry out the final surfacing etc. earlier. The weekly reports mentioned the changed date and most recipients received them via e-mail which provided an instant messaging system. The railway bridge and both the main river bridge and the millstream bridge at Staverton had all been strengthened and were now capable of carrying unrestricted traffic for the foreseeable future.

### **Request for a Bus Shelter – Horse Road**

The Chairman reported that both he and the Clerk would be meeting representatives from WCC on site on Friday, 22<sup>nd</sup> June, and he would report back to the July meeting.

### **WCC – Annual Area Highways Presentation**

Mr. Tucker was pleased to have been told at the meeting that resurfacing at the other end of Whaddon Lane might be carried out this year.

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

For the benefit of new members, the Chairman said that this agenda item appeared every month. Mr. Jackson was not in attendance and the Clerk reminded members that the next meeting would be held on the 19<sup>th</sup> July.

### **WWDC – Play Strategy**

Mrs. Sawyer had looked through the 'Play Strategy for West Wiltshire District Council 2007-2012' and said that £240,000 of Big Lottery funding had been ring-fenced for the District Council. Although this might seem a large sum of money it would not in fact go very far when considering play projects, especially split in five ways for the five towns within the district. A short discussion followed and it was agreed that a letter should be sent to WWDC suggesting that it might be better to put more money into play projects in fewer places. The Clerk added that the date for the submission of the lottery application was the 10<sup>th</sup> September and the District Council would know by December whether or not the application had been successful.

### **Play Area Grant**

The Clerk briefly gave the background to the £2,425 play area grant which, through no fault of the Parish Council, had still not been claimed from WWDC. Mrs. Sawyer said that a play area

representative would be coming to meet her and other colleagues on Thursday, 21<sup>st</sup> June, and she would report back to the July meeting. She stressed that it was important to consider vandal-proof play equipment.

### **Playful Ideas Lottery fund**

A letter had been received from WWDC concerning a Big Lottery fund, grants from which town and parish councils, voluntary or community groups, charitable companies and social enterprises could apply for. It was agreed that a copy of this should be given to Mrs. Sawyer and the matter discussed at the July PC Meeting.

### **Bus Stop Clearway – Hill Street**

The Chairman reported that WCC had taken note of the comments made by the Parish Council during the consultation period and had agreed to site the new clearway outside the layby. The Clerk said she would find out when work was expected to commence.

### **The Local Authorities Model Code of Conduct**

All members of the Parish Council had received copies of the Local Authorities (Model Code of Conduct) Order No. 1159, the 'Guide for Members' and a pocket book. After a short discussion it was agreed that the new Code of Conduct should be adopted by the Parish Council, unamended (i.e. with the inclusion of paragraph 12(2), giving 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). This was proposed by Mr. Carbin, seconded by the Chairman, with all in favour.

### **WWDC – Core Strategy Issues Paper**

Copies of this paper, which set out a spatial vision for towns and villages throughout West Wiltshire for the next twenty years, had been sent to every parish councillor. As a number of questions were being asked of the Parish Council, Mrs. Hayes suggested the setting up of a small Working Group which could report to the July meeting. This was agreed, the Working Group to consist of Mrs. Hayes, Mr. Jameson and Mr. Carbin. The Clerk reminded members that responses were being asked for by the 20<sup>th</sup> July.

### **Request for a Grant from Trowbridge Amateur Swimming Club**

A request had been received from the swimming club for a grant towards the purchase of electronic timing equipment. The Clerk read out the letter from the club which had accompanied the request and which gave details of the fund-raising activities already carried out or about to be carried out by members of the club. After a short discussion it was agreed that a Section 137 grant (details of which the Chairman gave to new members) of £100 should be made (Mr. Carbin proposed, Ms. Turner seconded, all in favour).

### **Post Office Closures**

A letter had been received from WCC about the government's proposal for the closure of some 2,500 post office branches in the UK. Ms. Turner, a member of Post Watch, was able to give some extremely useful information on the background to this latest proposal, after which it was agreed that nothing should be done by the Parish Council until the formal upcoming six-week consultation period. If any member of the parish council wished, however, to sign a copy of the petition WCC had sent, which the County Council was organising against any closures, the Chairman said that he/she was perfectly at liberty to do so. It was further agreed that this matter should be included on the agenda for the July meeting.

### **Parish Steward's Visit – 19<sup>th</sup> and 20<sup>th</sup> June**

The Clerk said that the Parish Steward had been asked to do the following jobs during his two-day visit:-

- a) Chop down the elderberry outside 99a – 100 Church Street
- b) Clear the footpath by the Lion and Fiddle
- c) Cut the hedge in Hill Street at the end of Marshmead cul-de-sac
- d) Cut back Marsh Road boundary to the former garden nursery
- e) Clear around the cemetery footpath no. 1 and the kissing gate at the junction of Trowbridge Road
- f) Clear vegetation around the seat by the bus stop along Trowbridge Road
- g) Generally cut back overhanging vegetation/weeds throughout the village

A letter had received from WCC regarding the Parish Steward programme for the summer of 2007. During July the Parish Steward's attention would focus on the removal of Ragwort, and the County Council welcomed feedback from the Parish Council on sites where this persistent plant might be found. During August there would be no visit, giving stewards time to take some holiday and for them to carry out a programme of painting handrails and similar small features. Denis Bunce from WCC had a list of these and would be happy to discuss them. September would see a visit from the Parish Steward on the 18<sup>th</sup> and 19<sup>th</sup> and late in August the programme for the period October to December would be sent out. The Clerk said she would send Mr. Willis a copy of WCC's letter and accompanying programme sheet.

### **Request for a Seat – Paxcroft Mead**

The Chairman had e-mailed the person who had requested a seat but still could not determine exactly where the area was. If, as he and other parish councillors thought, it was past The Grange where the dog bin was situated, it was not considered a very appropriate place to put a seat. It was therefore agreed that this subject should be dropped from the agenda until more information was received.

### **Portman Building Society – Change of Signatories**

The Chairman informed members that, now that Mr. Drewett was no longer a parish councillor, a third signatory (in addition to his own and that of Mr. Willis) was required. Mrs. Hayes had kindly offered to be a signatory and Mr. Drewett's had been removed and a new mandate set up, which Mrs. Hayes had signed and returned to the Portman Building Society. This item had been included on the agenda for ratification and members agreed with the action which had been taken (proposed by the Chairman, seconded by Mr. Willis, all in favour).

### **Affordable Housing Requirement**

The Chairman said that an application for affordable housing under the 'rural exception site' scheme might be received shortly. The Clerk was asked to find out from both the Housing Society and WWDC what the figures were for affordable housing requirements for Hilperton and what criteria was used in arriving at whatever figure this turned out to be.

## **8. PLANNING MATTERS**

### **Applications**

07/01958/FUL: Mr. and Mrs. Edwards, 24 Gibbs Leaze, Paxcroft Mead

Kitchen extension

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

### **Decisions**

07/01432/FUL: M. J. Mason Smith, 7 St. Mary's Gardens

Enlargement of garage and provision of entrance lobby at front – Permission with conditions

07/01366/FUL: C. Holden and S. Beck, 16 Horse Road  
 Demolition of existing conservatory and replacement with new kitchen/dining/living room.  
 Conversion of outbuildings into habitable annex - Permission with conditions  
 07/01361/LBC: C. Holden and S. Beck, 16 Horse Road  
 As above – Listed Building Consent with conditions

## 9. CORRESPONDENCE

- a) Letter of thanks from Carers Support West Wilts. re. grant recently given by the Parish Council
- b) WALC County Newsletter for June, 2007 (copies tabled)

## 10. PUBLICATIONS

- a) Wiltshire News – June, 2007
- b) Wiltshire Rural Housing Association: 1984-2006 ‘Our Success Story’

## 11. ACCOUNTS

### a) Adoption of the Accounts for the Year ended 31<sup>st</sup> March, 2007

The Clerk tabled copies of the Income and Expenditure Accounts, Cash Statements, Loan Statements and Balance Sheet. After a short discussion it was agreed that the accounts for the year ended 31<sup>st</sup> March, 2007, should be adopted (Proposed by the Chairman, seconded by Mrs. Sawyer, all in favour). It was also agreed that the Clerk should send to all new parish councillors a copy of this year’s budget.

### b) Payments authorised:-

Since the last meeting: Mrs. L. House, Plants and Compost		£11.96
This meeting:		
Clerk’s Salary for June	£434.71)	
Clerk’s Expenses	£120.70)	£555.41
Wiltshire Wildlife Trust – Biodiversity Conference		£7.50
NALC – Extra issues of Local Council Review		£141.00
Revision 4: Web Hosting	£107.88)	
Website registration	£23.49)	£131.37
Trowbridge Amateur Swimming Club – Section 137 Grant approved earlier		£100.00

## 12. ANY OTHER BUSINESS AND VILLAGE MAINTENANCE

- a) Mr. Cullern said that one of the shop owners at the local centre, Paxcroft Mead, was willing to put up a substantial sum of money, if other people were also willing to contribute, to see the establishment of a doctors’ surgery. This was noted with interest.
- b) Mr. Cullern was concerned at traffic speeding along Leap Gate, especially at times when children were going to or coming from The Mead school – the Clerk to have a word with the police.
- c) Mr. House wondered when the new stone troughs would be put in place at the War Memorial and the others taken away. It was important that the War Memorial looked good, especially in view of the ‘Best Kept Village’ competition. It was agreed that the planters awaiting collection should be placed on the ground and the old ones re-established for the time being on the seat and planted.

- d) Mrs. Hayes suggested the following items for inclusion in the proposed Newsletter: Details of all parish councillors following the May elections; the Unitary Authority bid and the Parish Council's opposition to it; War Memorial repairs; details of the Parish Steward's programme.
- e) Mrs. Hayes said she was speaking to Richard Fyfe recently about his cattle in The Gap fields and he had told her that the young people with the motor bikes had pulled down two stiles which meant that the fields were no longer cattle proof. She wondered if the Parish Council would agree to help finance some stronger gates. It was agreed that Mrs. Hayes should contact the Footpath Warden, Steve Leonard, in the first instance and come up with some ideas and costings for new gates which could be discussed at the July meeting.
- f) Mrs. Waring said that brambles needed to be cut back along Horse Road (from the Wyke Road end). It was agreed that she should contact Clarence as an individual and the Clerk would do the same on behalf of the Parish Council.
- g) Mr. Carbin said that the bus stop sign by the seat along the Trowbridge Road had been knocked over and the Clerk was asked to report this to Wiltshire County Council.
- h) Mr. House said that nos 92 and 93 Church Street (both houses knocked into one) had been painted a glossy yellow on the stone. It was agreed that the Clerk should contact WWDC's enforcement officer.

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

Owing to time constraints for the Parish News, a report had been prepared prior to the June Parish Council meeting and included.

- a) Welcome to three newly co-opted members
- b) Siting of the new bus stop clearway in Hill Street
- c) The local authorities Model Code of Conduct
- d) Request for a grant from the Trowbridge Amateur Swimming Club
- e) New Notice Board for Church Street

**16. DATE OF NEXT MEETING:**

**Tuesday, 17<sup>th</sup> July, 2007** *(both Mr. House and Ms. Turner gave their apologies)*

**The meeting ended at 9.22 p.m.**

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

