

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL  
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,  
at 7.30 pm on Tuesday, 15<sup>th</sup> April, 2008**

There were no members of the public present.

**PRESENT**                    Mr. E. Clark (in the Chair)  
                                 Mrs. S. Sawyer  
                                 Mr. T. Carbin  
                                 Mrs. K. Hayes  
                                 Ms. P. Turner  
                                 Mr. W. Jameson  
                                 Mr. J. Willis  
                                 Mr. V. Bielecki  
                                 Mr. K. Jackson

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Mr. B. Cullern, Mrs. J. Waring, Mr. R. House, Mr. D. Tucker and P.C. L. Pelling.

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

Agenda item 7 – Boundary Review: Mr. E. Clark, personal, in view of the possibility of his standing for election to the new unitary authority.

**3. MINUTES**

The Minutes of the Parish Council meeting held on the 18<sup>th</sup> March, 2008, and the Minutes of the Planning Committee meeting held on the 8<sup>th</sup> April, 2008, were approved and signed.

**4. MATTERS ARISING (from the March Parish Council meeting)**

Minute 7 – WWDC Election Expenses: The Clerk had received a response to her letter to WALC, stating that the relevant legislation relating to election expenses could be found in section 36(5) of the Representation of the People Act 1983 (the 1983 Act). Katie Fielding, the County Secretary, explained that all expenditure properly incurred by a returning officer relating to the election of a parish councillor should, provided it did not exceed a fixed scale, be paid by the district council. However, if the district council required the parish council to repay any expenditure incurred in respect of the election held, the parish council would be liable to make the repayment to the district council. The Act did not distinguish between a contested and an uncontested election but simply used the generic term ‘election’. In her opinion, Ms. Fielding stated that the district council, therefore, had a duty to pay for election expenses in relation to the election of a parish councillor but could lawfully recharge the parish council for the cost. In conclusion, however, Ms. Fielding commented that because WWDC had not charged in the past, it would have been helpful if parish councils had been provided with some kind of forewarning and/or explanation.

Minute 7 – Draft Rights of Way Improvement Plan: The Clerk had written to WCC’s Countryside Access Development Officer but had not yet received a reply. It was agreed that this should be included on the May PC agenda.

Minute 7 – Litter Bins: The Clerk had ordered one bin for Footpath 44. The state of the bin at the bus stop at the lower end of Hill Street had been reported and the Clerk was asked to send some photographs to the enforcement officer at WWDC, showing clearly that the situation had not improved. This matter would be discussed again at the May PC meeting.

Minute 7 – Grants: Cheques had been sent to the Treasurer of the Village Hall and Hilperton Presents. A letter of thanks had been received from the Village Hall and one was expected soon from Hilperton Presents.

Minute 7 – New Police Post Box: The Clerk had received permission from the owner of The Manor House to position the new box on his wall by the side of the notice board in Hill Street. The Clerk said she would ask Ian Cradock to put it up.

Minute 9b – Claverton Parish Council: The Clerk had responded to the letter from Claverton PC concerning problems associated with the Kennet and Avon canal. No response had yet been received and it was agreed that this should be discussed further at the May PC meeting.

Minute 12b – Sign at 31 Woodhouse Gardens, Paxcroft Mead displaying ‘No Parking – Turning Area Only’. The Clerk had been informed by WCC that this was not in fact a legal sign and had been put up without permission. It was agreed that it would be helpful to have a sign in place and the Clerk was asked to make some enquiries. This would be discussed further at the May PC meeting.

Minute 12c – Cresswell Drive road sign: The Clerk had reported to WWDC that this sign had been dislodged.

Minute 12d – St. Michael’s Close sign: The Clerk had reported to WWDC that this sign was faint and needed attention.

Minute 12e – Fallen trees: The Clerk had written to Mr. Pike and he had contacted her to say that the trees were not actually on his land. He had been along Middle Lane to have a look and it appeared they had been taken away. Mrs. Sawyer said that this was not the case and she would ring CLARENCE again about the matter.

Minute 12f – Hill Street bus shelter (lower end): The Clerk had contacted WCC and their bus shelter team had now cleared out the shelter.

Minute 12g – Mrs. Hayes said that Persimmon had still not cleared out the nursery at the end of Horse Road. Mr. Carbin had contacted the developers and PC Lee Pelling had also been in touch with them. He would, however, chase them up again.

Minute 12i – The kerb at Trowbridge Road/Church Street had now been repaired and, although the Clerk had asked WCC highways to replace it, she had been told that it was still more economical to repair kerbs rather than replace them.

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

The Chairman reminded members that the annual Parish Assembly would take place on Tuesday, 6<sup>th</sup> May, commencing at 7.30 p.m., in the Village Hall. Tea, coffee and biscuits would be available free of charge.

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

### *County Report*

Mr. Clark said that there would be a meeting later in the week about the boundary review.

### *District Report*

Mr. Carbin spoke about the change in the wheelie bin collection day, brought about by the contractors.

### *Police*

P. C Pelling had given his apologies and had sent in a short report. The main focus of the police team had been on the anti-social youths at Marshmead. There had been a significant police presence recently in the area, with lots of visible patrols. The police had been dealing with a known group of youths, had carried out door to door consultation and were currently drawing up a residents’ contact list which they would distribute to all the people willing to provide them with their details. So far they had 21 takers. They then planned to develop the contact list into a NHW scheme if any resident would be willing to become a co-ordinator.

PC Pelling had asked the Parish Council to let him know who owned the green area of land at Marshmead as he felt that a sign for 'no ball games' might be an option worth discussing. Elderly people living on the green were tired of footballs in their garden and minor damage to property, and banning ball games might provide them with an extra power. Youths had been advised that suitable places to play were the playing field at Whaddon Lane or the play area by Tudor Drive. It was agreed that the Clerk should inform PC Pelling that the District Council owned the land in question.

Mr. Jackson reported some vandalism of cars along Devizes Road recently and the theft of lead taken from a roof of a house at The Grange.

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

### **Boundary Review**

Following the last meeting, letters had been sent to Holt, Staverton and Broughton Gifford parish councils, seeking their views on the option put forward in the formal consultation document. Broughton Gifford PC appeared happy with the proposal to include Broughton Gifford in a division with Atworth and areas of Melksham W/O, under the working title 'Melksham Rural'. Holt PC was happy with the working title 'Holt' which would include Monkton Farleigh, Staverton and South Wraxall. Staverton PC felt they had more in common with Holt and Hilperton than they did with South Wraxall and Monkton Farleigh, but guessed this was outweighed by a conveniently sized population which added up to a round number of electors. All three parish councils appreciated the fact that Hilperton had sought their views.

Discussion then took place on the proposal to place Hilperton in an area of its own, under the working title 'Hilperton'. It was agreed that this proposal should be supported, and that the Parish Council should state that it was happy to have a one-member ward. (eight members in favour with one abstention from the Chairman).

### **WCC – Towards One Council: Delegation to Town and Parish Councils**

The Clerk had forwarded copies of a paper which had been received from WCC's project manager on possible delegation of services to town and parish councils following the setting up of the new unitary authority in 2009. The Clerk informed members that Colerne PC had sent a response to the project manager, with copies of this forwarded to every parish council in Wiltshire. The response voiced the overriding concern of Colerne PC on how money would be delegated with the tasks to avoid double taxation and ended with a request for clarity on this matter. If a service was to be delegated and all other conditions met, what would be the financial arrangements? This was the crux of the whole issue of delegation.

A discussion followed, at the end of which it was agreed that Hilperton Parish Council should respond to the project manager by saying that, at this time, it had no interest in taking on extra services. It would have thought that the new unitary authority should have the professional expertise be able to take on these large areas of responsibility with structures in place to make them cost effective.

### **Parish Steward**

The Clerk listed the work the Parish Steward had carried out on his last visit and explained that, as his co-ordinator was on leave this week, she had had to let her know rather earlier than usual what jobs he should do on his visit on the 24<sup>th</sup> April. She had therefore asked him to look around the village and carry out any repairs/maintenance jobs that were required. His next visit would be over two days, on the 17<sup>th</sup> and 18<sup>th</sup> June. Mrs. Sawyer commented that the drain opposite the War Memorial was still badly blocked and the Clerk said she would chase up WCC on this. Mr. Jackson said that litter was becoming a problem along Ashton Road, at the spot where the hammerhead was situated

### **Pound Farm House**

The alleged unauthorised use of this property for a house of multiple occupancy was now being investigated by WWDC's enforcement/implementation officer who would be responding within thirty-five working days. It was agreed that this should be discussed further at the May PC meeting.

### **School Governor Report**

The Chairman said he would ask Mrs. Jenny Sinclair to bring a report on behalf of The Mead Primary school to the Annual Assembly in May. Ms. Turner said she intended to be present at the Annual Assembly to give a report on behalf of Hilperton Primary school.

### **Tree Planting**

Mr. Jameson wondered if the Parish Council could introduce a scheme to encourage tree planting in the parish as there were areas which could be enhanced in this way. He had made some investigations himself and it appeared there were various schemes across the country. One of the problems was that the parish council did not actually own any land so any encouragement would need to be given to schools, land owners or private individuals. It was agreed that in the first instance the Clerk should contact WWDC's landscape officer, Chris Kirk, to seek his advice, and Mr. Jameson said he would get in touch with the Tree Council. WALC could also be contacted.

### **Parish Plans**

The Clerk informed members that a parish plan was a document which looked at new opportunities as well as all issues of concern to local people. It contained an action plan which set a strategy for the future of a community and involved research about the parish and its people. A discussion followed, at the end of which it was agreed that the Parish Council would not at this time take steps to initiate a parish plan as it was not considered appropriate to the needs of the parish.

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

Mr. Jackson said that he would be unable to attend the next meeting on the 24<sup>th</sup> April. When he was Chairman of the liaison group he had asked for dates of meetings to be set for a year but this was not happening. He told members what was on the agenda but there were no volunteers to attend in his place on this occasion.

### **WCC – Annual Highway Maintenance Meeting: Thursday, 1<sup>st</sup> May**

The Clerk informed members that this meeting would be held in the Highways depot in Melksham, beginning at 10 a.m. and lasting for about two and a half hours. The Chairman said he would go, both on behalf of the Parish Council and as a County Councillor, and the Clerk said she would contact Mr. Tucker, who usually liked to attend this annual meeting.

### **Grant Request – The Wiltshire Bobby Van Trust**

A request had been received from the Wiltshire Bobby Van Trust for a donation to help towards the purchase of security equipment. The Clerk reminded members that £300 had been donated in February, 2007. It was agreed that the Clerk should ask the organisation how many elderly and vulnerable people had been helped within the parish over the last year and, when this was known, the application could be looked at again.

### **WCC – Review of Working with the Voluntary and Community Sector**

A consultation paper had been received from WCC/Wiltshire Primary Care Trust concerning a review of working with the voluntary and community sector. A detailed discussion took place on this consultation and it was agreed that the Parish Council should reply by saying that, following the closure of local hospitals, it did not have any confidence in engaging in a lengthy process of

consultation which could be manipulated to suit the whims of the County Council and the Primary Care Trust, and so would decline to take part.

### **Paxcroft Mead Community Centre**

The Clerk was pleased to announce that the Charity Commission had processed the Community Centre's application for charitable status and the Centre was now a registered charity. She had, on behalf of the Parish Council, written to the Chairman, John Marples, to congratulate him on his hard work and perseverance.

## **8. PLANNING MATTERS**

### **Applications**

08/00946/FUL: Mr. Donald Wilson, 44 Princess Gardens

New porch and alterations to garage

It was agreed that there should be no objection to this application.

### **Decisions**

There were none.

## **9. CORRESPONDENCE**

a) Letter from CPRE acknowledging the entry form for the Best Kept Village competition.

b) Letter of thanks from Hilperton Village Hall for the Section 19 grant.

c) WALC Newsletter for April (copies tabled)

## **10. PUBLICATIONS**

a) Paxcroft Mead News – March, 2008

b) Wiltshire Wayfarer – Spring, 2008

c) Wiltshire and Swindon Waste Core Strategy 2006-2026 development plan document

d) Wiltshire and Swindon Minerals Core Strategy development plan document: 2006-2026

e) WCC – 4ward: April, 2008

f) WWDC Housing Benefit calculator 2008/9

g) Community Area Highway Information

h) WCC: Transport Times and Telegraph Newsletter, April, 2008

## **11. ACCOUNTS**

### **Payments authorised:-**

a) since the last meeting:

Hilperton Village Hall – Section 19 Grant	£8,625.00
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Hilperton Presents – Section 137 Grant	£680.00
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b) this meeting:

Clerk's salary and expenses for April	£690.60
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(including use of computer)

Local Council Review – Annual Subscription	£168.00
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Hilperton Village Hall – two public meetings	£40.00
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## **12. ANY OTHER BUSINESS AND VILLAGE MAINTENANCE**

a) Mrs. Hayes said she was now able to attend the next WCC 'Meet and Greet' evening on the 17<sup>th</sup> April. This would be in the Chestnut Room, County Hall, commencing at 6.30 p.m.

- b) The Chairman had spoken to English Landscapes recently about the fact that the hedgerow down the lane by Southfields had been 'butchered'. The contractors said the work had been done professionally but Mr. Jackson said that the ditches were always full of branches and other residue from the cutting back of trees/hedgerows and he would e-mail the Chairman about this matter.
- c) Mr. Jackson said that the Delta Kitchens premises were still being occupied on an 'ad hoc' basis and the Clerk said she would contact the enforcement officer again.
- d) Mr. Bielecki reported a litter bin hanging off its post by the pedestrian crossing at Fieldways.
- e) Mr. Jameson had been asked about 'emergency planning' and it was suggested he should refer this query to WCC.
- f) There had been more fly tipping along Middle Lane but this had since been removed.

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

- a) Section 19 grant given to the Village Hall.
- b) Section 137 grant given to Hilperton Presents.
- c) Date and further details of the Annual Parish Assembly.
- d) Neighbourhood Policing Post Box.
- e) Boundary Review.

**14. DATE OF NEXT MEETING: Annual Meeting, Tuesday, 20<sup>th</sup> May (Apologies given by Mrs. Hayes and Mr. Willis)**  
**Annual Parish Assembly on Tuesday, 6<sup>th</sup> May, 2008-**

**The meeting ended at 9.05 p.m.**

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