

**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> July, 2008**

There were no members of the public present.

<b>PRESENT</b>	Mr. E. Clark (in the Chair)	Mrs. S. Sawyer
	Mr. T. Carbin	Mr. W. Jameson
	Mr. K. Jackson	Mrs. K. Hayes
	Mr. V. Bielecki	Mr. J. Willis
	Mr. R. House	Mr. B. Cullern

**Also in Attendance:** PCSO Karen Beedon

### **1. APOLOGIES FOR ABSENCE**

Apologies were received from Mrs. J. Waring and PC. L. Pelling

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

There were none.

### **3. MINUTES**

The Minutes of the Parish Council meeting held on the 17<sup>th</sup> June, 2008, and the Minutes of the Planning Committee meeting held on the 8<sup>th</sup> July, 2008, were approved and signed.

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

Minute 7 – Delta Kitchens: A response had been received from Sue Morgan stating that, as far as she was aware, the premises were commercial and therefore if there had never been any element of residential use at the site, the current residential use might well be in breach of planning control. In that case the owner would require a change of use from commercial to residential. Mr. Jackson said that it was clear that the premises were being used for residential purposes from time to time, and it was agreed that this should be discussed further at the September PC meeting, by which time the log sheets would have been returned to WWDC for analysis.

Minute 7 – Parish/Town Council Elections: The views of the Parish Council had been acknowledged by WCC, and a copy of a letter from the County Council to the Department for Communities and Local Government had just been received, which stated that the overwhelming response from the consultation was that elections should remain deferred until 2013.

Minute 12a: The broken cones on the patch of grass near the bus shelter at the top end of Hill Street had been reported to Clarence and the Clerk said they would shortly be replaced.

Minute 12b: Weeds along the tarmac path running up the side of the church along the boundary of Hilperton House had been reported.

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

There were none.

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

#### *County Report*

Mr. Clark said that one of the governors of The Mead Primary School had resigned and, as the local County Councillor, it was his responsibility to try to find a replacement. He asked anyone interested in taking on this role to contact him. He believed that governors' meetings took place about once a term.

*District Report*

Mr. Clark said that Unison had called a strike of local government workers for Wednesday and Thursday, in respect of a pay demand.

*Police*

Karen Beedon said that the NPT had made significant progress in tackling anti-social behaviour in the Marshmead area, and two youths had received cautions on their personal record for minor offences. There was an on-going criminal damage investigation where two youths had been identified and would be dealt with. A local resident had been working closely with the police and acting as a point of contact for them and his community in Marshmead. PCSO Mike Caine was working with him on the possibility of setting up a neighbourhood watch scheme in the area.

PCSO Mike Caine had also been trying to resolve parking problems along Marsh Road, and some residents who had been parking in inappropriate places had been spoken to and advised. Long-term the best solution would be to press WWDC to paint enforcement lines.

For the period up to the 12<sup>th</sup> July there had been two incidences of criminal damage, four thefts, one assault and one (non dwelling) burglary.

In conclusion, PCSO Beedon said that she hoped the secondment of Mike Caine to the team would become permanent. She also spoke about the new NPT boxes, stating that there would be five in all for the NPT area.

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

The Chairman reported that he and the Clerk had met Mr. Roger Pike on the 10<sup>th</sup> July on the site of the land which he thought might be suitable for allotments (part of one of his fields at the far end of the Village Hall playing field). Whether he would wish to sell the land or lease it was something that he had said he would need to consider.

The Clerk had received some information on allotments from Mr. Bielecki and it appeared that a normal sized plot was in the region of 250 sq. metres, although some first-time allotment gardeners often found this too much and preferred to opt for a half plot. The most important aspect to consider would be the provision of a water supply, which would be essential.

After some discussion it was agreed that, in the first instance, the Clerk should approach Wessex Water on the subject of the water supply. It was agreed that roughly two acres of land would be needed to accommodate those people who had expressed an interest in having an allotment, plus other potential allotment-holders. This matter could then be discussed further at the September meeting, by which time Mr. Pike would have come back with his preferred option regarding the disposal of the land.

**Hammond Way Play Area**

The Clerk had ascertained that the play area had still not been taken over by the District Council, and matters relating to it were with their legal department. In an effort to move things forward, Jacky Nicholas, WWDC's community development officer, was trying to set up a tenants' and residents' association, in conjunction with Selwood Housing and, after talking to Mrs. Waring, the Clerk had put Mrs. Nicholas in touch with her. As Mrs. Waring was not present at the meeting, it was agreed that this should be discussed further in September.

### **Play Area Equipment**

The Clerk had written again to Miss Harvey but had not received a reply. There had been no response, either, to the note she had put in the parish news. It was agreed, therefore, that this matter should be left in abeyance and that the Clerk should write to Miss Harvey to say that no-one else had come forward to support the provision of more play area equipment.

### **Litter Bins**

The Clerk was able to report that both the missing bins in Hill Street and Horse Road had been replaced. She had received, via Mr. Carbin, a request for a bin in Princess Gardens and at Millards Close (where he had been told there used to be a bin before the development). She had informed Mr. Carbin that there was still a bin by Millards Close but it was moved a few yards away when the development began and was now positioned on a post at the entrance to the footpath at the side of the estate. She had also reminded him that, back in October, 2007, a request was made for a litter bin in Princess Gardens but it was considered unnecessary by the Parish Council. The Chairman said he thought it was likely that a litter bin would be provided when the finger post at the end of Footpath 44 (where it joins Marsh Road) was replaced.

### **Tree Planting**

The Clerk had received one response to the article WALC had put in their last newsletter, and this had come from Box Parish Council. Several years ago Box had planted a wood to celebrate the millennium and this scheme had been drawn up in liaison with the Forestry Commission, and a grant given by them towards the cost. The rest of the money had been obtained by asking parishioners to sponsor a tree. The Clerk was asked to write a letter of thanks to Box Parish Council.

Further discussion took place on this subject and it was agreed that the Clerk should go back to WWDC's landscape officer to ask his advice on the best way forward. Possible places for tree planting might be along the hedge on the side of Trowbridge Road opposite Palmers Close, the verge along Devizes Road, and Middle Lane. Mr. Jameson said that usually schemes were carried out in conjunction with local authorities, so the County Council should also be approached.

### **Trees at Oriel Close**

Mrs. Sawyer had expressed her concern over the condition of the first fir tree at Oriel Close. As no-one seemed to know who owned it, it was agreed that the Clerk should ask the District Council's landscape officer to have a look at it.

### **Boundary Committee – Draft Recommendations for ‘Wiltshire Council’**

The draft recommendations recently received from the Boundary Committee suggested that Hilperton should be the electoral division name and there should be one councillor. It was agreed that the Clerk should write to the Boundary Committee, stating that the Parish Council agreed with their findings for a one-member division for the parish of Hilperton.

### **One Council for Wiltshire – Town and Parish Councils Discussion Forums**

To enable the County Council to update town and parish councils and give them an opportunity to ask questions etc., five discussion forums had been arranged for October. On Wednesday, 8<sup>th</sup> October, the Chestnut Room at County Hall, Trowbridge, would be the venue, commencing at 6.30 p.m. and lasting approximately two hours. Mrs. Hayes said she would put the date in her diary but could not confirm that she would be able to attend, and it was agreed that this should be discussed further at the September PC meeting.

### **Parish Steward**

The Clerk said that the next visit would be on the 17<sup>th</sup> July. The Steward had been asked to:-

- a) cut back the elder tree growing out of the pavement outside no. 100 Church Street.
- b) cut back (top as well as sides) the hedge opposite Marsh Farm in Hill Street.
- c) clear the pavement of debris from a Horse Chestnut tree outside Oriel House in Hill Street.
- d) generally clear weeds from pavements and gutters.

There would be no visit by the Parish Steward in August but there would be a two-day visit on the 16<sup>th</sup> and 17<sup>th</sup> September.

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

An agenda had been received for the 17<sup>th</sup> July meeting and Mr. Jackson said he would bring up the subject of allotments and tree planting schemes. He was also asked to voice the Parish Council's concern at the intention of the new unitary authority to only allow planning applications to be called in by elected councillors. He should say that it was the view of Hilperton Parish Council that the right of calling in applications should remain with parish councils.

The Clerk was asked to circulate copies of the minutes of the July liaison group meeting to all parish council members.

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

The Clerk reported that Hilperton had come joint fourth in the large village category of the competition, and there had been some helpful and constructive comments alongside the judges' mark sheet for the village. She was asked to thank Mrs. Lesley House for all the work she had done, as the judges had commended a very good effort, particularly around the church and war memorial. Next year the Parish Council should see what steps could be taken to ensure there was no litter lying around.

### **Bus Shelter – Hill Street**

The continuing problems with the bus shelter at the lower end of Hill Street were discussed and the conclusion reached that it might be best to replace it with a newer, transparent, vandal-proof structure. The Clerk was asked to make enquiries as to the cost of a replacement and this could be discussed further at the September meeting.

### **Pound Farm House**

The Clerk informed members that it was of the opinion of WWDC's planning team leader for the area that permission would be required, as he considered that this property was being used as a hostel, resulting in the need for change of use from domestic dwelling to hostel. The owners of the property had been informed of this, were not happy and would probably challenge the decision. The Clerk had been told she would be kept informed of progress, and it was agreed this should be brought up at the September PC meeting.

### **Nursery Site – Horse Road/Wyke Road**

The Clerk said she had spoken recently to Mr. David Priest of Persimmon (01275 842111) who had assured her the grass would shortly be cut on the site in question. Now that all parish councillors had his telephone number, he could easily be contacted when this needed to be done again.

### **Housing Land Availability Study**

E-mails between the Clerk and James Sherry of WWDC had resulted in the latest (from Mr. Sherry) saying that the Strategic Housing Land Availability Assessment (SHLAA), commissioned jointly by WCC, WWDC, Kennet and North Wiltshire, was a piece of background research which would form the

preparation of the Local Development Frameworks. As a piece of research it was not the subject of public consultation.

After some discussion it was agreed that Mr. Sherry should be informed, in no uncertain terms, that the Parish Council failed to see the validity of this research document, it was unsound, fundamentally flawed and unsuitable as a basis for the consideration process. Comments from the Parish Council had not been asked for and the document was 'unfit for purpose'. Mr. Sherry should be asked to ensure that the opinion of the Parish Council was put on record.

### **Paxcroft Mead Community Centre**

The Clerk had received a letter from the Chairman of the Community Centre, John Marples, who had been in correspondence recently with Tim Smith, agent for the new owners, Attivo, concerning the question of the boundary. There appeared to be a willingness on the part of Attivo to resolve the issue providing it did not cost them anything. Before further paperwork could be instigated, Mr. Smith had been instructed that the community centre, through their solicitors, would need to provide confirmation that the costs of Attivo in the matter would be met by them in respect of both surveyors and legal costs. Mr. Marples was now asking the Parish Council to take the matter on from this point.

He had also pointed out one aspect that could cause some complication, in that Attivo owned the lamp posts in Hackett Place and one of these was in the area which the community centre management committee were trying to include in the transfer. They did not want to take over ownership but would expect Attivo to require access for maintenance.

After some discussion, it was agreed that the Clerk should write to the agent, saying that the Parish Council was willing to meet its own reasonable legal costs in an effort to conclude the transfer, but did not feel in a position to pay any surveyors' fees, as this had already been carried out by the previous owners. Mention should be made of the lamp posts and a plan included, setting out the area which the community centre wished to take over.

Another matter which had arisen, and which was apparently causing some concern to traders on the development, was the question of service charges. The community centre, although a busy user of the premises and car park, did not pay towards service charges for the costs of maintenance, landscaping, street lighting etc., and the landlord felt it would not be unreasonable to ask the community centre for a contribution of around £500 per annum. The Clerk had informed Mr. Marples that no mention had ever been made from the outset of a requirement on the part of the community centre to pay any service charges relating to the development. She suggested that he should remind the agents that the community centre was a charitable concern and that it was a condition of the Section 106 agreement that a community centre should be provided, which would put it in a somewhat different position to traders on the development.

### **Church Field**

An approach had been made to the Chairman suggesting that, in the light of the current economic downturn, it might be a good time to approach Persimmon with an offer to buy their 'option' over the field from the Pike family. Church field was not needed to build the by-pass and could be turned into a village green. After a short discussion it was agreed that an approach should be made.

## **8. PLANNING MATTERS**

### **Applications**

08/01170/FUL: The Mead Community Primary School, Hackett Place, Paxcroft Mead  
Multi-levelled creative play centre

The Clerk informed members that the proposed play centre would be in the form of an adventure island with play activities built into it. It appeared to be an imaginative proposal and it was agreed that no objection would be made to the application

08/01938/ADV: AAH plc., 2 Hackett Place, Paxcroft Mead  
Erection of three internal window vinyl advertising signs  
It was agreed that no objection would be made to this application

08/02020/TCA: Mrs. J. Cooper, The Chase, Church Street  
Various works to trees  
It was agreed that no objection would be made to this application, provided that the District Council's landscape officer agreed to all the proposed works.

08/02040/LBC: Mr. Andrew Bibby, 232 Church Street  
Internal alterations to listed building  
The Chairman read out the summary of works intended to be carried out and it was agreed that no objection would be made to this application as long as these works met the requirements of the planning officer.

### **Decisions**

08/01458/FUL: Mr. K. Ellis, 177 Devizes Road  
Demolition of dwelling house and redevelopment of site to erect four dwellings and formation of new vehicular access – application withdrawn.

### **Letter from West Wiltshire District Council regarding the above (withdrawn) planning application and planning application 08/00012/FUL and 08/00013/CON**

A letter had been received from a WWDC planning officer stating that, in his opinion, the Parish Council had provided inconsistent comments regarding the provision of affordable housing in Hilperton. For planning applications 08/00012/FUL and 08/00013/CON (Church Farm) the Parish Council had stated that Hilperton was not short of social housing and a provision of up to 25% of affordable housing would be more appropriate in this instance, as this might in turn result in fewer houses requiring to be built on the proposed site. For planning application 08/01458/FUL (Devizes Road) the Parish Council had stated that there should be the full 50% provision of affordable housing.

Discussion took place on this issue and it was agreed that a response should be made, stating that the Parish Council considered every application on its own merits. In the case of the Devizes Road application, 50% of four units equated to two units of affordable housing, which was felt reasonable for that location. In the case of Church Farm, if the planning officer looked at all the comments made by the Parish Council, it was felt that the whole application was unsuitable, and the Parish Council was being positive in suggesting that a lower percentage of affordable housing might decrease the density of the development and the dissatisfaction of local residents. Normally the full 50% of affordable housing would be looked for but in exceptional circumstances the Parish Council still adhered to the District Council policy of 'up to' 50% of affordable housing.

### **9. CORRESPONDENCE**

- a) Letter of thanks from the Wiltshire Bobby Van Trust for the grant given by the Parish Council.
- b) Letter from WWDC re: 'Ringling in the Olympics'.
- c) Local Works – Guide to the Sustainable Communities Act.
- d) WALC Newsletter for July, 2008.

**10. PUBLICATIONS**

- a) Paxcroft Mead Community Centre minutes of a meeting held on the 1<sup>st</sup> June, 2008.
- b) Paxcroft Mead News – June, 2008
- c) West Wiltshire ‘In Focus’ – Summer, 2008.
- d) West Wilts. Matters – July, 2008.
- e) Local Council Review – July, 2008.
- f) WCC 4ward – July, 2008.
- g) The Clerk – July, 2008.
- h) Clerks and Councils Direct – July, 2008.
- i) Great Western Ambulance Service NHS Trust – 2007/08 Annual Review

**11. ACCOUNTS****b) Payments authorised:-**

Clerk’s salary and expenses for July	£654.35
File-It Limited – stationery/office supplies (including £16.57 VAT)	£111.31

**12. ANY OTHER BUSINESS AND SUMMER VILLAGE MAINTENANCE**

- a) Mrs. Sawyer said that she had been told that drivers of the Great Bear lorries were having difficulty negotiating the bend into Church Street because of the overgrown hedge at Woodcote House.
- b) Mrs. Sawyer said that the hedge along the path leading from Hill Street to the school had been cut but the clippings had not been picked up. The Chairman said he had been along there earlier in the day and he thought they had been removed.
- c) Mr. Bielecki said he had received a request from an elderly resident for a bench to be placed near the play area behind Hackett Place, as he did not feel comfortable sitting on his own on one of the play area seats. It was agreed that the District Council should be approached.
- d) Mr. Cullern reported offensive graffiti on the underpass at Paxcroft Mead.
- e) Mr. Cullern said that the hedges along the walkways in the Helpswell Road area, down to King’s Oak, were very overgrown and badly needed cutting back.
- f) Mr. Carbin said that the padlock on the well outside his house had rusted and needed to be replaced.
- g) Mr. Jackson said that the litter bin on the footpath south of Hilperton Drive had been vandalised.
- h) Summer maintenance work: Blind House door, benches in The Knap and Trowbridge Road, and the Village Pump – Mr. Willis said he would be happy to do all the necessary maintenance work, for which he was thanked; the Chairman to ensure Mr. Willis has teak oil and hammerite.

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

- a) Allotments
- b) Hammond Way Play Area
- c) Boundary Committee draft recommendations
- d) Best Kept Village competition results
- e) Replacement of bus shelter in Hill Street

**14. DATE OF NEXT MEETING: Tuesday, 16<sup>th</sup> September, 2008**

**The meeting ended at 9.25 p.m.**

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

