

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,
at 7.30 pm on Tuesday, 16th September, 2008**

There were no members of the public present.

PRESENT	Mr. E. Clark (in the Chair)	Mrs. S. Sawyer
	Mr. W. Jameson	Mrs. K. Hayes
	Mrs. J. Waring	Mr. R. House

1. APOLOGIES FOR ABSENCE

Apologies were received from Mr. J. Willis, Mr. K. Jackson, Mr. B. Cullern, Ms. P. Turner and Mr. V. Bielecki.

2. DECLARATIONS OF PERSONAL/PREJUDICIAL INTEREST

Planning application 08/02629/FUL: Mr. E. Clark, prejudicial.

Planning application 08/02629/FUL: Mr. R. House, personal, the neighbours of the property concerned being known to him.

Planning application 08/02629/FUL: Mrs. K. Hayes, personal, the applicant being known to her.

3. MINUTES

The Minutes of the Parish Council meeting held on the 15th July, 2008, and the Minutes of the Planning Committee meeting held on the 12th August, 2008, were approved and signed.

4. MATTERS ARISING (from the July Parish Council meeting)

Minute 7 – Trees at Oriel Close: The Clerk reported that, due to pressure of work, WWDC's landscape officer had not yet made an inspection of the fir tree in question but would do so shortly.

Minute 7 – Nursery Site, Horse Road: Mrs. Hayes said she would contact David Priest of Persimmon because the grass was now very long and needed a cut.

Minute 7 - Church Field: The Clerk had written to the Pegasus Planning Group who had raised the matter with Persimmon. She had been informed that the developers did not wish to dispose of their option relating to Mr. Roger Pike's land at the present time.

Minute 12a: WCC had written the appropriate letter to the owners of Woodcote House. Mrs. Sawyer said that vegetation still needed cutting back but this was probably because the owners were away at present.

Minute 12d: The graffiti on the underpass at Paxcroft Mead had been satisfactorily removed.

Minute 12e: The overgrown hedges along the walkways in the Helpswell Road area, leading down to King's Oak, had now been cut back.

Minute 12f: The Clerk had taken some photographs of the well and had bought a padlock which she had been unable to fit because of the debris which had built up under the cover. The Chairman said he would clear this away and put the new padlock on.

Minute 12g: The Clerk had reported the vandalised litter bin but Mr. Jameson said it had since disappeared.

Minute 12h – Summer maintenance work: In Mr. Willis's absence, the Chairman thanked him for the work he did over the summer.

5. ANNOUNCEMENTS FROM THE CHAIR

The Chairman expressed his hope that everyone had enjoyed their summer break.

6. COUNTY COUNCILLOR, DISTRICT COUNCILLORS AND POLICE

County Report

Mr. Clark had nothing of importance to report.

District Report

Mr. Carbin was not present at the meeting and Mr. Clark had nothing of importance to report.

Police

There was no officer in attendance. The Chairman said that he was aware that the Hilperton NPT box had not yet been put up but he was given to understand that the others were not being used and had nil returns.

7. ITEMS FOR REPORT AND DISCUSSION

Allotments

The Clerk had approached Wessex Water and had completed a water supply and regulations application form. A new connection survey would need to be made by a meter technician and this would shortly be arranged. It should also be established what Mr. Pike's preferred option would be regarding the disposal of the land.

Two more names had been added to the list of prospective allotment holders, and the Chairman said he had been told that a water supply was not necessarily essential if rain water butts were installed alongside sheds on an allotment.

Hammond Way Play Area

The Chairman said he understood that new goal posts and a netball hoop would be put up soon. As regards the proposed tenants/residents' association, Mrs. Waring had had a call from Jacky Nicholas at WWDC, asking her if she would be prepared to attend meetings, but she had heard nothing further from her.

Tree Planting

The Clerk had established that WWDC did not have a tree planting scheme. She had spoken to several officers at WCC, including the countryside manager, a representative of Mouchel Parkman (as it would be necessary to have a licence to permit 'cultivation of the verge'), and the person who would administer this licence. She had been informed that Andy Cadwallader should be the first point of contact in any tree planting proposal and she said she had left a message with him to call her (he was at present on holiday).

One Council for Wiltshire

- a) Discussion Forum: The Chairman reminded members that there would be a discussion forum at County Hall on Wednesday, 8th October, commencing at 6.30 p.m. Mrs. Hayes was intending to represent the Parish Council. (Since this was minuted, the Clerk has found out that there was an error in the letter from County Hall regarding the date of the Trowbridge discussion forum and this would now be held on the 15th October).
- b) Unitary Councillor Launch Day: This event was arranged for the 14th October, again at County Hall, aimed at anyone considering standing for election to the new authority.
- c) The Future of Development Control within the New Authority: Mr. Jackson had, as agreed, voiced the concern of the Parish Council, at the last meeting of the West Wiltshire Central Area Parish Councils' Liaison Group, at the intention of the new authority to only allow planning applications to be called in by elected councillors. Members of the liaison group felt the same way, and a letter had been sent to Keith Robinson, chief executive of WCC, on this matter, strongly objecting to the proposal and

asking for the present system to be retained. Trowbridge Town Council had also objected to the proposal that planning applications would not be able to be called in for committee consideration by first tier councils, considering this a retrograde step, diminishing the role of the local community in being able to influence decision making at a time when the government was developing a greater role for local communities, which was also one of the cornerstones of Wiltshire's bid for unitary status. The Chairman asked members if the Parish Council should continue to put pressure on the County Council and this was agreed, with the Clerk being asked to send an appropriate letter to the chief executive.

Parish Steward

A list of jobs had been given to the Parish Steward for his visit on the 16th and 17th September. Details of the autumn programme had been received, and the next visit to Hilperton would be on the 14th and 15th October. The County Council's verge mowing contractor would be carrying out the second cut of the entire network during October and November. Mrs. Sawyer reminded members that the Knap would need tidying up in readiness for the Remembrance Day service and parade, and the Clerk was asked to contact English Landscapes about this.

Bus Shelter – Hill Street

The Clerk had sent photographs of the shelter to various companies and had established that the cost of providing a new shelter would be in the region of £2,500 to £3,000. This would not, of course, include the cost of getting rid of the old shelter. She had also contacted WCC who had agreed to make an inspection, based on the problems the Clerk had explained in respect of vandalism, and would come back to her shortly with a decision on whether or not they could put in a new shelter.

Delta Kitchens – Update

The Clerk had contacted Sue Morgan at WWDC who had told her that the log sheets had not yet been sent in for analysis. The Chairman had spoken to Mr. Jackson and it appeared that the people living on either side of the premises were anxious not to cause any ill-feeling and were not sure that they wanted to return the log sheets. The Clerk was asked to contact Environmental Health in view of the debris strewn around the property which could cause a health hazard.

West Wilts. Central Area Parish Councils' Liaison Group

The Clerk had sent a copy of the minutes of the July meeting to all parish councillors. The next meeting would be on the 2nd October and Mr. Jackson should be contacted regarding agenda items.

Request for a Seat at Paxcroft Mead

The Clerk had contacted John Earney at WWDC about the possibility of installing a seat away from the play area and he had said that this could be arranged if the Parish Council would make a contribution. The cost would be in the region of £650 to fit a base and seat, and the District Council would pay for the seat itself (£350) if the Parish Council would pay for the base to go down (£250) and the fixing of the seat to the base (£50). After a short discussion it was agreed that the Parish Council should agree to this proposal (proposed by Mr. Jameson, seconded by Mr. House, all in favour).

Pound Farm House – Update

The Clerk had recently been informed by WWDC that the owners of Pound Farm House, Premier Training International, had confirmed to the Council that they would limit the number of students residing at the property to no more than six. This meant that planning permission would not be required. They had, however, requested an extension to the time limit to cease the unauthorised use to three months from the 17th July, in order to make alternative accommodation arrangements. The Council had agreed to this request and informed the owners that the unauthorised use must cease by no

later than the 17th October. Mrs. Hayes said she would pass this information to the neighbour who had contacted her on this matter.

Notice Board – Church Street

The Clerk had written to the owners of Woodcote House, asking if they would give permission for the new notice board to be positioned on their wall. She had been informed that they would look at the proposal positively but would need to know the intended siting because part of the pavement side of the wall was in poor condition. They would not be able to help with this until early October as they would be on holiday, so the Clerk said she would contact them again on their return.

Paxcroft Mead Community Centre

The Clerk had contacted John Ryde Commercial after the Parish Council meeting in July and had received a ‘holding’ letter of acknowledgement. She had since written again asking if they were in a position to respond formally.

Seat in Trowbridge Road

Whilst carrying out summer village maintenance work, Mr. Willis had noticed that the seat was in a poor state and wondered if it should be removed. Mr. House said that it was often used by people waiting for a bus so it was agreed that a seat in the vicinity was necessary. The Clerk was asked to contact WWDC to see if they would part-fund a new seat, bearing in mind that the base was already in place.

Request for a Grant from Youth Action Wiltshire

The Clerk read out a letter from the Head of Youth Support concerning the work of this charity and had ascertained that six families in the Hilperton area benefited from their young carers scheme. After a short discussion it was agreed that a Section 137 grant of £300 should be made (proposed by the Chairman, seconded by Mr. Jameson, all in favour).

Horse Road and Ashton Road Freight

A letter had been received from WCC regarding the Parish Council’s concerns about freight traffic using these roads. All freight management requests had been assessed and three priority routes had been identified as being eligible for funding to further investigate the issues along these routes. Unfortunately neither Horse Road nor Ashton Road was identified as a priority this year.

BT Telephone Boxes

Letters had been received from both BT and WWDC about proposals to remove telephone boxes in various areas. The District Council had supported the Parish Council’s opposition to the removal of the telephone box outside 2 Greenhill Gardens, one of the boxes BT planned to remove but which would be eligible for their ‘Sponsored Kiosk’ programme. This would enable a local authority to keep a payphone service in its entirety by ‘sponsoring’ the service and contributing towards the cost of maintenance, rather than BT removing the service altogether. Sponsored kiosk was open to communities having any type of telephone box and this would be a cashless service unless negotiated otherwise. The Chairman had been given to understand that the cost of this would be in the region of £500 a year. After a short discussion it was agreed that the Parish Council should apply for this scheme for initially one year, up to an amount of £500, and negotiate a cash service. If the cost was in excess of this, the Clerk should contact the six parish councillors present at the meeting. It was also agreed that this matter should be brought up at the Annual Assembly in 2009.

Strategic Housing Land Availability Assessment

The Parish Council had already given its views to WWDC on this matter. The Chairman reminded members that, when the assessment was carried out, the Parish Council was told that it was a piece of background research. However, when WWDC's Cabinet had discussed this at their meeting on the 3rd September, they had been informed by the planning policy and conservation services manager, Jim Sherry, that this 'research' was actually part of the evidence base. After a short discussion it was agreed that the Clerk should again contact Mr. Sherry to ask him to explain why this piece of 'background research' had become required evidence base. He should also be asked to explain why the views of the Parish Council had not been mentioned.

8. PLANNING MATTERS

Applications

08/02462/FUL: Ms. Sherian Eedle, 60 Lacock Gardens

Rear single storey extension

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

08/02482/FUL: Mr. and Mrs. D. Mason, 16 Birch Gardens

Erection of side and rear single storey extension

It was agreed that an objection should be made to this application. Members considered it an inappropriate form of development, which would dominate nearby buildings and which would have a poor relationship with adjoining buildings. If, however, the District Council was minded to approve the application, the Parish Council would wish the velux windows to be obscured glazed. Although this would not form part of the objection, it should also be pointed out that it was difficult for the parish council to make a decision when no details had been given on the plans regarding the windows on the east elevation of No. 15 Birch Gardens.

08/02526/FUL: Mr. K. Ellis, 177 Devizes Road

Demolition of existing dwelling and outbuildings and construction of two two-storey dwellings with two double detached domestic garages and the formation of a new vehicular access.

It was agreed that an objection should be made to this application on the following grounds:-

- a) The application would not comply with policy H17A as it would not be in keeping with the character, appearance and distinctive spatial form of Devizes Road.
- b) It would be contrary to policy C31a (design) and the adopted Hilperton Village Design Statement, which states that new development should be of a style and scale sympathetic to surrounding buildings.
- c) The position of plot 1 would be too close to a protected Monkey Puzzle tree.

Notwithstanding these objections, the proposed dwellings would introduce an inappropriate pattern of tandem development out of keeping with the character of the area.

It should also be pointed out that section 5 of the application was incorrect in that Mr. Peter Westbury had not worked for WWDC for some months and so could not have given advice on this application.

The Chairman left the meeting whilst the following application was considered and Mr. House took the chair.

08/02629/FUL: Mr. and Mrs. Coles, 4 Nursery Close

Single storey light oak PVCU conservatory to south elevation

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

Mr. Clark returned to the meeting.

Decisions

08/02040/LBC: Mr. A. Bibby, 232 Church Street

Internal alterations to listed building – consent with conditions

08/02120/FUL: Mr. D. Hodgson, Marsh Road Filling Station
Single storey extensions to shop and post office – permission with conditions

08/02171/FUL: Mr. A. King, 165 Devizes Road
Rear single storey dining room extension – permission with conditions

08/02222/TCA: Mr. Mann, 1 St. Michael's Close
Various works to trees – no tree preservation order made

08/02228/FUL: Mr. D. Stanley, 1 Faverolle Way, Paxcroft Mead
Rear extension – permission with conditions

08/02261/FUL: Mr. C. Watts, 22 Princess Gardens
New pitched roof – permission with conditions

Notification of Tree Preservation Order

TPO provisionally placed on an Oak tree on land west of Towpath Road, in order to safeguard the visual amenity and character of the local area. The order took effect on the 15th August, continuing in force on this basis for a further six months until confirmed by the District Council.

9. CORRESPONDENCE

a) WALC Newsletter for September, 2008

10. PUBLICATIONS

- a) Paxcroft Mead Community Centre minutes of meetings held on the 1st July and 5th August, 2008.
- b) Wiltshire Municipal Waste Contract (Hills) – Annual Service Review 2007/08
- c) Wiltshire Magazine – Summer, 2008
- d) Wiltshire and Swindon Minerals Development Control Policies – Development Plan document, July, 2008
- e) Wiltshire and Swindon Waste Development Control Policies – Development Plan document, July, 2008
- f) First News – Summer, 2008
- g) Wiltshire Wayfarer – Summer, 2008
- h) WCC 4ward – August and September, 2008
- i) Paxcroft Mead News – August, 2008
- j) Clerks and Councils Direct – September, 2008
- k) Local Councils Review – September, 2008
- l) The Clerk – September, 2008
- m) Rural Arts Wiltshire – Programme for September to December, 2008

11. ACCOUNTS

a) Completion of the Audit for the year ended 31st March, 2008

The Clerk had received notification from Mazars that the audit had been completed to their satisfaction and notices of the completion of the audit had been put on the parish notice boards.

b) Closure of the Building Society account and opening of Club and Charity Deposit account

Following the merger of the Portman and Nationwide Building Societies, the Parish Council had been informed that the building society would not now be offering the type of account in which the Parish Council's funds were deposited. The Chairman had ascertained that Lloyds TSB operated a Club and Charity Deposit account with a good rate of interest and he proposed that the building society account

should therefore be closed and the funds transferred to a new account at Lloyds. This was seconded by Mr. House with all in favour.

c) Payments authorised

Since the last meeting:

Clerk's Salary and Expenses for August, 2008	£616.35
File-It – office supplies (including £6.60 VAT)	£44.33

This meeting:

Clerk's Salary and Expenses for September, 2008	£618.10
Mazars – audit fee (including £49.88 VAT)	£334.88
Community First – annual subscription	£34.00
Youth Action Wiltshire – Section 137 grant approved earlier in the meeting	£300.00

12. ANY OTHER BUSINESS AND VILLAGE MAINTENANCE

- a) Mr. Jameson had received a request for a bus shelter on the pavement opposite Budgens (this to be discussed as an agenda item in October).
- b) Mrs. Waring said that in the cul-de-sac by Marsh Road Stores there was a lot of writing in red paint on the kerb – the Clerk to contact WCC to ask them to remove the graffiti. She also said some clearing up needed to be done in this vicinity and this could be included on the list of jobs for the Parish Steward in October.

13. ITEMS FOR PARISH NEWS/LOCAL PRESS

- a) Allotments update
- b) Grant for Youth Action Wiltshire
- c) Seat for Paxcroft Mead and possible replacement seat in Trowbridge Road
- d) BT Telephone Boxes

14. DATE OF NEXT MEETING: Tuesday, 21st October, 2008

The meeting ended at 9.15 p.m.

Signed Date

