

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL  
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,  
at 7.30 pm on Tuesday, 21<sup>st</sup> October, 2008**

|                |                             |                |
|----------------|-----------------------------|----------------|
| <b>PRESENT</b> | Mr. E. Clark (in the Chair) | Mrs. S. Sawyer |
|                | Mr. W. Jameson              | Mrs. K. Hayes  |
|                | Mrs. J. Waring              | Mr. R. House   |
|                | Mr. V. Bielecki             | Mr. J. Willis  |
|                | Mr. D. Tucker               | Mr. T. Carbin  |
|                |                             |                |

Before the commencement of the meeting, representatives from Selwood Housing spoke about a potential affordable housing development at the old Nursery Site, Marsh Road, Hilpertont. The Chairman declared the meeting open at 7.55 p.m.

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

Apologies were received from Mr. K. Jackson, Ms. P. Turner and Mr. B. Cullern.

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

There were none.

### **3. MINUTES**

The Minutes of the Parish Council meeting held on the 16<sup>th</sup> September, 2008, were approved and signed.

### **4. MATTERS ARISING**

Minute 7 – Hammond Way Play Area: The Clerk reported that Jacky Nicholas from WWDC was currently on sick leave and, until her return, the matter would have to remain in abeyance.

Minute 7 – One Council for Wiltshire: The Clerk had sent a letter to the Chief Executive of WCC and said she would report on his reply later in the evening.

Minute 7 – Bus Shelter, Hill Street: The Clerk had contacted WCC about a replacement shelter but had heard that they had no plans to upgrade the shelter in the near future. The options available, therefore, were a) for the Parish Council to pay fully for an upgrade or b) to wait until the next financial year to see if there was any grant available. After a short discussion it was agreed that the shelter was in a bad state and should be replaced, and this should be discussed as a formal agenda item at the November meeting.

Minute 7 – Delta Kitchens: The Clerk reported that WWDC's Environmental Health Officer had looked at the premises recently. He could see no evidence of anyone living there and the mail was stacked up deeply behind the door. As the bathroom showroom area was blacked out with drapes he could not see anything. The Clerk had since spoken to him about the debris which was strewn around the property, which could cause a health hazard, and he said he was happy to investigate further but he could only do so via access to one or other of the neighbouring properties. The Clerk had had a word with Mr. Jackson and he said he would endeavour to speak with the residents to establish if they were still concerned about the waste/vermin issue and if they would permit access to the Environmental Health Officer to view the position from their property. He had probably not had an opportunity to do this, as he was currently on holiday, and it was agreed this matter should be discussed again at the November meeting. The Clerk added that if the Parish Council was concerned that, in a few years' time, the current owner might apply for a change of use, Mr. Jackson was happy for his log sheets to be

sent to WWDC, but only under the auspices of the Parish Council, as it was the neighbours of the property and not himself who had expressed concern in the first place.

Minute 7 – Seat at Paxcroft Mead: The Clerk had met John Earney from WWDC the previous week and they had both decided on a suitable site for the new seat. She understood the base was already installed and it was quite likely that the seat had now been put in place.

Minute 7 – Notice Board, Church Street: The Chairman said he would go to see the owners of Woodcote House to discuss with them a possible place along their wall to position the notice board, and he would report back at the November meeting.

Minute 7 – Paxcroft Mead Community Centre: The Clerk had now received a letter from Tim Smith of John Ryde Commercial, concerning the boundary issue. He had reiterated the fact that the new owners of the property did not feel inclined to incur costs in either legal or surveyors' fees. He was happy to meet with a representative of the Parish Council on his next visit to Trowbridge, and it was agreed that this was probably the best way forward, and that the Clerk should arrange a site meeting between Mr. Smith, herself and the Chairman. This could then be discussed further at the November meeting.

Minute 7 – Seat in Trowbridge Road: The Clerk had ascertained that the seat was neither owned by WWDC nor Trowbridge Town Council, but John Earney from WWDC had said that he would be happy to replace it at a cost of £450. She confirmed that the wood on the seat was rotten, the concrete supporting it was broken in places and nothing could be salvaged from it. It was agreed that this should be discussed as a formal agenda item at the November meeting but that the Clerk should, in the meantime, ask Mr. Earney to go ahead and replace the seat.

Minute 7 – BT Telephone Boxes: The Clerk reported that the deadline date for the 'sponsor a kiosk' programme had been extended to the 1<sup>st</sup> November. She had downloaded the contract from the BT website and would fill this in on behalf of the Parish Council. A covering letter would need to be sent to BT, with the completed and signed contract, to advise that the Parish Council wished to keep the service as a cash kiosk and did not want it converted to a cashless service. The telephone box in question had been slightly vandalised recently and it was agreed that this should be pointed out to BT.

Minute 7 – Strategic Housing Land Availability Assessment: In response to the letter the Clerk had been asked to send to WWDC's Jim Sherry, he had said that the SHLAA was a piece of background research which would form part of the evidence base for the new local development framework. It would not be a once and for all exercise and councils would be required to keep their SHLAAs up to date. With regard to the views of the Parish Council, he had made it clear in his report to WWDC's Cabinet that there was strong opposition to development both between Hilperton and Trowbridge, and in the Hilperton area generally.

Minute 12b: The Clerk had reported the graffiti (red paint on the kerb in the cul-de-sac by Marsh Stores) and had been assured by WCC that this would be cleaned up. To date this had not been done and the Clerk said she would get on to the department concerned again.

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

a) The Chairman said that revised plans had been received in respect of the planning application for 177 Devizes Road, setting the houses back, plot 1 by 2.5 metres and plot 2 by 1.5 metres. His discussion with the Clerk about this had resulted in the planning officer dealing with the application being informed that the Parish Council's third objection would now be removed but the other objections would remain.

b) The Chairman had heard earlier in the day that a parcel of land adjacent to the Lion and Fiddle public house was up for auction the following Tuesday and he wondered if parish councillors would like to discuss a possible acquisition/future use of the land. (*At this point, Mr. Jameson declared a prejudicial interest and left the room*) The land in question was outside village policy limits and had a footpath running through it. As the Parish Council owned no land, it might be an opportunity to purchase an area which could be used for amenity purposes. After some discussion, it was agreed that a special meeting should be called for Monday, 27<sup>th</sup> October, at 7 p.m. in the Village Hall, Whaddon

Lane, to discuss this matter. In the meantime, Mr. House said he would get some further particulars.  
(*Mr. Jameson returned to the meeting*)

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

### *County Report*

Mr. Clark had nothing of importance to report.

### *District Report*

Mr. Carbin reported that there would be a Council meeting on Wednesday evening.

### *Police*

PCSO Mike Caine was in attendance and gave the dates of future open meetings at Paxcroft Mead Community Centre (1<sup>st</sup> November 12 noon to 2pm, 28<sup>th</sup> November, 3 pm to 6 pm and 13<sup>th</sup> December, 12 noon to 2 pm). These meetings were planned to give members of the public an opportunity to call in and talk about any issues of concern to them, as the police boxes were not being used at all.

There was concern at the rise of milk thefts in Hilperton, the problem being that very few victims had reported them and the dairy had not immediately raised the issue with the police so the scale of the problem was only just becoming known. The police wanted all information about suspect vehicles and persons to build their intelligence. Other matters brought to the attention of PCSO Caine included incidences of vandalism in the area and parking issues in the vicinity of Hilperton School.

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

### **Allotments**

Since the last meeting, Mrs. Sawyer had met a surveyor from Wessex Water on site, which had resulted in a quote of £788.42 (including VAT) being received from them to connect a water supply to the land. The Clerk had also spoken to the owner, Mr. Roger Pike, who had informed her that he would prefer to sell rather than lease the land. It would now be up to the Parish Council to work out exactly how much land would be needed, given that a normal allotment plot was 250 square metres and that around thirteen potential plot holders had been identified. Further discussion should take place at the November meeting.

### **One Council for Wiltshire:**

#### **a) Discussion Forum, 15<sup>th</sup> October**

Mrs. Hayes had been intending to represent the Parish Council but had been unable to attend because of illness.

#### **b) Future of Development Control with the new Authority**

In response to the Clerk's letter, voicing the Parish Council's concerns, the Chief Executive of WCC had responded by saying that he thought the way forward was for closer working relationships to be forged between the new Wiltshire Council members and their local town and parish councils, with officers and town/parish councils becoming involved during pre-application talks. A discussion followed, in which the Chairman said that, in all likelihood, the new authority would start off without call-ins, for a number of reasons, but the new local members would themselves be able to ask for an application to be determined by committee.

### **WWDC's last Parish Forum – 26<sup>th</sup> November**

The Clerk said that the District Council's last parish forum would take place on Wednesday, 26<sup>th</sup> November, at 6.30 p.m. in the council offices. Best Kept Village certificates would be presented and the District Council would use the occasion as a celebration of what had been achieved over the years.

Mrs. Hayes said she would put the date in her diary and it was agreed that this could be included on the agenda for the November meeting.

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

On behalf of Mr. Jackson, the Clerk gave a resume of what had been discussed at the last meeting on the 2<sup>nd</sup> October. She also gave details of a 'Discovery Day' to take place on the 2<sup>nd</sup> November, between 11 am and 4 pm at the Arc Theatre, Trowbridge, a free event to inform people of all the things happening in the community and those planned for the future. Mr. Jackson had suggested that the Clerk should send to the Chairman of the PCLG copies of the last Newsletter, a copy of the Village Design Statement, details of the website and anything else the Parish Council felt might be appropriate.

The next meeting of the PCLG was scheduled for the 29<sup>th</sup> January, 2009.

### **Parish Steward**

On his latest visit, the Parish Steward had:-

- a) Generally tidied up the area in the cul-de-sac by Marsh Stores
- b) Cleared weeds and tidied up in The Knap
- c) Checked and cleared drains of leaves and debris as necessary throughout the village
- d) Filled some potholes in Horse Road
- e) Cut back vegetation at the bus stop in Horse Road
- f) Cut back brambles and strimmed around the Kennet Way roundabout

The Steward's next visit would be for one day only, on the 13<sup>th</sup> November.

### **Sir William Roger Brown's Coal Charity**

*Under Standing Order 68 this item was classed as confidential.*

The Clerk read out the list of the 2007 recipients – eleven in all – who had received £10 each. She was told that one of them had since died and one had moved away. Members were asked to bring the names and addresses of any further possible recipients for 2008 to the November meeting. The Chairman reminded members that the Parish Council could only pay out the interest which had accrued, which this year had so far amounted to just over £62, so he proposed (as in previous years) to take the rest of the money required from the Chairman's allowance.

### **Trees at Oriel Close**

WWDC's Landscape Officer had told the Clerk that the people living in the three houses at the end of Oriel Close owned the fir trees in this patch. He had looked at the trees and they appeared healthy enough but he had spoken to one of the residents and suggested that some crown clearing should be done at some point.

### **Tree Planting**

The Clerk had now heard back from Andy Cadwallader at WCC. Referring to the sites the Parish Council had suggested as possible tree planting areas, he had made comments as follows:-

- a) Trowbridge Road opposite Palmers Close: The verge on the north side of Trowbridge Road is not very wide. It is steep and there is evidence of utility services in it (street lighting) so it might be difficult to establish a line of trees along this verge. It might be a more suitable idea ascetically to try to mirror the beech trees on the south which are planted behind the hedge line and therefore on private land. This would give the road a more balanced avenue effect, although it would require the land owner's permission.

b) Devizes Road: There are not many locations suitable for trees within the highway. However, the verge around the Stourton Park mini roundabout may lend itself to the planting of some small tree species.

c) Middle Lane: This comes under the county's rights of way team. The rights of way warden, Steve Leonard, is not averse to the idea of tree planting, although he would have to have more details concerning the proposed location of the trees and the type of species the Parish Council would like to plant there.

After a short discussion, it was agreed that a small working party should be set up, with Mr. Jameson, Mr. House and Mr. Willis volunteering. It was felt that the first step might be to make contact with the rights of way warden and, in the meantime, the Clerk said she would have a word with Mr. Pike about the possible planting of trees on his land on the north side of Trowbridge Road.

Mr. Jameson referred to a new Tree Warden scheme, whereby it was hoped to appoint a tree warden for every parish council. A couple of meetings were planned and Mr. Jameson said he would go along to the one on the 28<sup>th</sup> October in Urchfont. The actual launch of the scheme was on the 24<sup>th</sup> January, and both Mr. Jameson and Mr. Bielecki said they would attend that.

#### **Missing Litter Bin – Paxcroft Mead**

The Clerk was able to report that a new bin was now in place.

#### **Request for a Bus Shelter opposite Budgens, Paxcroft Mead**

A request had come from a resident of the parish, asking for a bus shelter by the bus stop opposite Budgens (between the two entrances to Painters Mead). It was agreed that the County Council should be asked to provide one, as they had supplied all the others on the estate.

#### **New Pedestrian Crossing, Hammond Way**

This matter had been raised at a recent meeting of Staverton Parish Council. Quite a few children living in the Navigator Close/Towpath Road area attended Staverton School and it was difficult for them to cross the road. Parents had told the school that a crossing was needed near the Consortium but there was a problem here in that a) Hammond Way was not in Staverton and b) it appeared that the Head Teacher of the school did not want to do a travel plan.

It was generally agreed that a crossing would be helpful and the Clerk was asked to write to the Head Teacher about this and ask if the school did in fact have a travel plan.

## **8. PLANNING MATTERS**

### **Applications**

08/02799/FUL: Ms. J. Deighton, 42 St. Mary's Gardens

Single storey extension

It was agreed that, due to the fact that the proposed extension would be almost up to the boundary of the property, an objection should be made as it would be incompatible with the design of existing buildings and would be visually damaging to the street scene. It would also conflict with the pattern of development. The loss of the garage would have a knock-on visual effect as cars would have to park in front of the property.

08/02881/FUL: Mr. and Mrs. N. Amor, 14 Castley Road, Paxcroft Mead

Two storey rear extension

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

**Decisions**

08/02629/FUL: Mr. and Mrs. Coles, 4 Nursery Close  
Single storey conservatory to south elevation – Permission with conditions

08/02276/FUL: Mr. and Mrs. J. R. Holloway, 54 Whaddon Lane  
Extension to form bedroom, living room and front porch and render exterior of dwelling  
Permission with condition

08/02462/FUL: Ms. S. Eedle, 60 Lacock Gardens  
Rear single storey extension – Permission with conditions

**Confirmation of Tree Preservation Order**

TPO placed on an Oak tree on land west of Towpath Road, in order to safeguard the visual amenity and character of the local area.

**9. CORRESPONDENCE**

- a) WALC Newsletter for October, 2008 (already circulated)
- b) Letter of thanks from Youth Action Wiltshire re. grant
- c) Invitation to the AGM of the Samaritans on the 3<sup>rd</sup> November. The Chairman said he was unable to attend and the Clerk was asked to respond suitably.

**10. PUBLICATIONS**

- a) WCC 'Everything to Play For' – 2007-2012
- b) Paxcroft Mead News – September, 2008
- c) Minutes of Paxcroft Mead Community Centre meeting on the 2<sup>nd</sup> September, 2008
- d) WCC 4ward – October, 2008
- e) WCC Rights of Way Improvement Plan 2008-2012
- f) Bridge House training – October to December, 2008
- g) In Focus – Autumn, 2008

**11. ACCOUNTS****a) Update on the closure of the Building Society account and the opening of a new Club and Charity Deposit account**

The Chairman said that £45,000 had been transferred from the Nationwide, with £35,000 of this now on a ninety-day high-interest deposit at Lloyds Bank and the other £10,000 deposited in the Parish Council's current account at Lloyds Bank. This left £3,702.15 in the Nationwide and he would need the signatures of both Mr. Willis and Mrs. Hayes, together with his own, to close the account. He asked them to stay behind for a few minutes after the meeting to sign the closure instruction form.

**b) Payments authorised:-**

|   |         |
|---|---------|
| Clerk's Salary and Expenses for October, 2008 | £653.35 |
|---|---------|

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

- a) Mrs. Sawyer said that the leaves should be cleared up in The Knap in time for the Remembrance Day service and the Clerk said she would order a wreath from Matthew Ridley.
- b) Mrs. Hayes reported that a cover had come off a water hydrant. She had been told that it was in Hill Street but later e-mailed the Clerk to say she thought it was actually in Church Street close to nos. 97 and 98.
- c) Mrs. Waring said that some trees in the open space adjacent to Foxglove Drive had been marked, presumably for future felling. The Clerk confirmed that a planning application had been submitted by

WWDC's Riverway Depot to fell three willow trees, crown clean a pine tree and clear deadwood from another pine tree. This application had, however, now been withdrawn.

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

Some pre-meeting notes for the parish magazine had been submitted by the Clerk, owing to time constraints for the parish news. Items included:-

Allotments update; affordable housing in Hilperton; WWDC's last Parish Forum in November; the future of development control within the new Authority; new seat for Paxcroft Mead; request for a bus shelter opposite Budgens; upgrading of the bus shelter in Hill Street, and tree planting in the parish

**14. DATE OF NEXT MEETING: Tuesday, 18<sup>th</sup> November, 2008**, with the special meeting on Monday, 27<sup>th</sup> October, 2008

**The meeting ended at 9.28 p.m.**

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