

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,
at 7.30 pm on Tuesday, 20th October, 2009**

There were four members of the public present

PRESENT	Mr. E. Clark (in the Chair)	Mrs. S. Sawyer
	Mr. B. Cullern	Mrs. K. Hayes
	Mr. K. Jackson	Mr. R. House
	Mr. W. Jameson	Mr. V. Bielecki
	Mr. J. Willis	Mrs. J. Waring

Also in attendance: P. C. Mark Hough

Before the meeting, Sherrie Jones and Sue Travell, residents of Devizes Road, spoke of their worries over the continuing incidences of speeding along the road and their concerns that there could be an accident before too long. Irene Berry and Maria Goodwin then spoke about their plans to create a community centre to benefit the residents living in the Towpath Road/Navigator Close area of Hilperton.

1. APOLOGIES FOR ABSENCE

Apologies were received from Mr. J. Willis and Ms. P. Turner.

2. DECLARATIONS OF PERSONAL/PREJUDICIAL INTEREST

Agenda Item 8 – Grant request from the Village Hall: Mr. E. Clark, personal, being a representative on the Village Hall committee; and Mrs. S. Sawyer, personal, being a member of the committee.

3. MINUTES

The Minutes of the Parish Council meeting held on the 15th September, 2009, were approved and signed.

4. MATTERS ARISING

Minute 8 – Drainage problems along Devizes Road: Mr. Jackson was able to report that Paul Snook's team had put in two new access chambers, and a blockage had been found near the Delta Kitchens area. A collapsed drain had also been re-instated, so the north side appeared to be operating well and it was hoped that conditions on the south side would also improve.

Minute 8 – Paxcroft Mead Community Centre Boundaries: The Clerk had been endeavouring to arrange a site meeting with Tim Smith of John Ryde Commercial, in order to discuss the boundary issue, particularly in the light of the fact that the community centre management committee's position on what it wanted appeared to be changing. However, she had received an e-mail from Mr. Smith saying that the issue regarding the title of the community centre building still rested with the community centre to agree to underwrite the fees that might be incurred by the landlord in arranging for the transfer of the freehold interest to be formally documented at the Land Registry. Without an undertaking from the community centre to bear the landlord's costs, he did not see how the matter could be moved forward. It was agreed that the Clerk should contact the chairman of the management committee on this point and this should be discussed further at the next PC meeting.

Minute 13b: The Clerk had contacted Ian Ward, Planning Enforcement Officer, regarding the advertising signs at the driveway to 129 Devizes Road. He subsequently carried out a site visit, measured the signs on either side of the driveway, and was able to report that they were not higher than those approved and were in accordance with the drawing for the planning permission given.

Minute 13c: The Clerk had contacted English Landscapes about the state of the tree in the cemetery.

Minute 13e: The Parish Steward had been asked to do a comprehensive weeding job in The Knap and the Clerk had ordered the wreath from Matthew Ridley. She would shortly ask for the area to be swept prior to the Remembrance Day service.

Minute 13f: Persimmon's response to the Clerk's request to have the site cleared was that the developers had no obligation to keep the land free of weeds etc. for the period up until the construction of the Hilperton relief road. However, they were more than willing to ensure that where it abutted existing highway footway, it would be cut back for the ongoing safety of pedestrians and road users. This was not the response the Parish Council was looking for and Mrs. Hayes expressed her concern that travellers might gain access to the land. The opposite side of the road, also in the ownership of Persimmons, needed tidying up, and the Clerk was asked to contact the developers once more.

Minute 13g: The Clerk had asked English Landscapes to cut back the hedge alongside the footpath leading to the cemetery.

5. ANNOUNCEMENTS FROM THE CHAIR

The Chairman said that he appeared to have, inadvertently, offended a member of the public at the last meeting and had since given him his apologies.

6. WILTSHIRE COUNCILLOR

- a) Mr. Clark reported that the Paxcroft Mead Community Forum was now up and running.
- b) Wiltshire Council appeared to be having a few financial problems.
- c) The communications sub-committee of the Standards Committee was looking at the constitution of the new council.

7. POLICE

The Chairman welcomed P. C. Mark Hough to the meeting. Discussion took place on the issue of speeding along Devizes Road and he said that he had taken all the residents' comments on board and would use his best endeavours to see if the situation could be improved.

Hilperton had had an unusually bad month crime-wise, with fifty-six crime-related incidences taking place, including anti-social behaviour, criminal damage, arson, stone-throwing and graffiti. The whole section of P. C. Hough's team had been treating this as a top priority, and since the beginning of October things had quietened down a little. Two youths from Paxcroft Mead had been arrested for robbery.

Other matters discussed with P. C. Hough included:-

- * efforts to re-invigorate the Neighbourhood Watch scheme, with a meeting to take place on the 28th October.
- * the Paxcroft Mead Community Forum
- * speeding along Leap Gate
- * matters arising from the latest Tasking Group meeting, including the purchase of flashing signs to deter speeding motorists
- * problems with graffiti, which was also discussed at the recent area board meeting. Wiltshire Council and the Wiltshire Probation Service were two avenues to use when the necessity to remove graffiti came about

P. C. Hough was thanked for attending the meeting and he then left.

Community Speed Watch Scheme

The Clerk had learned from the Community Speed Watch co-ordinator that the metrocount speed survey had shown that Horse Road failed the criteria for camera safety enforcement and for community

speed watch. Hill Street met the criteria for community speed watch but if the Parish Council wished to pursue this scheme then Hill Street would become a 'community speed watch site' and not a 'core site' and as such it would not be visited by the safety camera unit and speed cameras would be withdrawn. The reason for this was that it would not be acceptable for motorists to receive advisory letters one day and be subject to prosecution the following day.

These comments were noted and the Clerk had also asked if Trowbridge Road could be surveyed to see if this would meet the criteria.

8. ITEMS FOR REPORT AND DISCUSSION

Allotments

Since the last meeting, the Clerk and the Chairman had met on site with the footpath warden, Paul Millard, and had agreed the removal of the kissing gate from its present position at the far corner of the playing field to a point which would be at the boundary of the allotment site. His team would also cut back the two trees where the kissing gate was currently situated so that cars could back trailers into the space which would be opened up when the gate was removed. This work would not be done, however, until the land was purchased.

Regarding the purchase of the land, the Parish Council's solicitors had advised that it would take some time to get a licence to access the land and, in their opinion, no work should be undertaken on the property until the purchase had been completed. He had sent the Clerk the results of his searches and these appeared to be in order but he was concerned that the seller's solicitors were dragging their feet as they had yet to hear from them. The Clerk had contacted Mr. Pike about this and had been informed by him, after speaking to them, that they were awaiting results of their own searches. The Clerk was again asked to see if she could move things forward because, until the land was bought, no work could be done, which would put pressure on everyone connected with the allotments.

The working group had met recently and Mr. Jackson produced an updated outline feasibility study. Mr. House was busy getting quotes for fencing etc. and Mr. Bielecki was concentrating on drawing up a tenancy agreement.

There were still issues with the Village Hall Committee over access to the allotments, and they had extended an invitation for a representative of the Parish Council to attend their next meeting on Thursday, 12th November to update them on access, parking and proposals for water pipes to be laid across their land. Mr. House offered to attend but if, when checking his diary, he found he was otherwise engaged, the Chairman said he would go in his place.

Trowbridge Community Area Parish Council's Liaison Group

Mr. Jackson gave a report on discussions that had taken place at the last meeting on the 1st October. These included neighbourhood tasking groups, the latest area board meeting at which the subject of grants had been discussed, and the problems and remedies of dealing with graffiti. The next meeting would be the AGM, due to take place on the 4th February, 2010, at Southwick Village Hall.

Parish Steward

The Clerk reminded members that the Steward's next visit would be on the 11th and 12th November and she would contact them shortly in order to get a list of jobs for him to do.

Tree Planting

Mr. House confirmed that the sixteen trees (eight Silver Birches and eight Copper Beeches) had been ordered. Although there was no stock in the field at the present time, it was agreed that substantial tree

guards should be erected around each tree, adding to the overall cost of planting. It was suggested by the Chairman that the Parish Council might apply for a grant under the Community Area Grants scheme, and the Clerk said she would get some costings for the tree guards. She would also contact the owner of the land, Mr. Roger Pike, to ask him how much distance he would wish there to be between the hedge and the tree guards.

Proposed new Bus Shelter at Paxcroft Mead

It appeared that Trowbridge Town Council's grant application had been successful and the cost to the Parish Council would be in the region of £990 (i.e. 25% of the total cost, with Trowbridge Town Council paying 25% and Wiltshire Council contributing 50%). The Town Clerk said he would let the Parish Council know the final figure when quotes for lettering on the bus shelter had been received.

Hill Street Notice Board

The Clerk had found out that the cost of a new window would be about £75 plus carriage. The suppliers of the notice board said that the old window could be used as a template when fitting the new one. It was agreed that, as the graffiti had not been totally successfully removed, a new window should be ordered.

'Welcome to Hilperton' Village Sign

The Clerk reminded members that Mark Stansby of WC had said he could produce a sign for the Parish Council at a cost of around £400 installed. It was agreed that the sign should read 'Welcome to Hilperton – please drive carefully', and the most suitable location would be on the verge at the Trowbridge side of the Fieldways roundabout. The Clerk was asked to seek the advice of Mr. Stansby as to size.

Trowbridge Area Board

a) Report on the meeting held on the 24th September, 2009

Both the Chairman and Mr. Willis had attended the meeting which was held at West Ashton Village Hall. The Chairman said that there was a good turnout and it seemed as though Trowbridge Town Council had been 'quick off the mark' in applying for performance grants. The next meeting of the Board would be on the 5th November at Clarendon School, Trowbridge.

b) Meeting Venues

Parish Clerks had been contacted recently by the administrator of the Wiltshire Area Boards Central Locality Team to gauge their parish councils' views on future venues for board meetings. After a short discussion it was agreed that the sequence should be a meeting in Trowbridge, followed by a meeting in one of the parishes, then Trowbridge again, then another parish, Trowbridge, parish etc. It was also agreed that the Trowbridge meetings should not always be held at the Civic Hall but moved to different places, such as school halls and community centres in the town. (This was proposed by Mr. Jackson, seconded by Mrs. Hayes, all in favour with the exception of the Chairman, who abstained from voting).

Good Citizen Award for Primary School Children

The Chairman said that he had recently been invited to The Mead school, as a Wiltshire Councillor, to celebrate the amalgamation of Wingfield primary school, and a suggestion had been made by the head teacher that a trophy should be donated annually as a 'good citizen' award by the Parish Council. It was agreed that this could be a good idea and that Hilperton primary school should also be approached. The Chairman said he would do this.

Grant Requests

a) The Village Hall

The Clerk had received a letter from the Treasurer, Malcolm Duff, saying that the Village Hall had chosen a quotation to replace the existing disabled entrance/fire exit to the hall at the bottom end of the lounge bar. In order to make access easier, the step and outside permanent concrete ramps would be removed, thereby avoiding the necessity for the internal removable ramp. The quotation they had accepted was from Roman Windows in the sum of £1,242, including £162 VAT.

Mr. Carbin proposed that the Parish Council should give a grant of 50% of the total cost but this was not seconded. Discussion then took place on which organisations had been given section 19 grants recently and the Clerk was asked to bring details of these, over the last two financial years, to the next meeting. In the meantime, it was agreed that the work to enhance disabled access needed to be done and the invoice should be sent to the Parish Council, who would pay this on behalf of the Village Hall, with the Treasurer reimbursing the Parish Council with the amount less the VAT element. At the next meeting, the Parish Council would consider making a grant to the Village Hall.

b) Local Works

All parish councils nationwide were being asked to help to build on the success of 'Local Works'. The procedure whereby government needed to respond to their ideas of revitalising their communities was an ongoing progress but Whitehall officials were dragging their feet. A breakdown of local spending by all government departments and unelected bodies had been promised and it was vital that the Act was extended to parish and town councils. The financial estimate to achieve all this was in the region of £40,000 so donations were being sought. After a short discussion, it was agreed that £25 should be given and this should come from the Chairman's allowance.

Core Strategy

Trowbridge Town Clerk, Lance Allan, had written to the Chairman to ask if the Parish Council had a view on further large scale housing development in the parish. He understood that developers were likely to argue for either or both the Hilperton Gap and large areas to the north east of the village, and he understood that the second location could support the provision of an alternative to the Gap road. The Town Council's adopted strategy did not support housing development in either of these but did support proposals for large scale development south east of the town in West Ashton and North Bradley parishes, closest to the town centre. After a short discussion, it was agreed that support should be given to Trowbridge Town Council's adopted strategy.

The Clerk said that the public exhibition for the Trowbridge Area Core Strategy was on Monday, 16th November, between 1 pm and 7 pm, at the Civic Hall. A workshop for invited representatives from parishes etc. would be on the 2nd December, at 6.30 p.m., again at the Civic Hall. Invitations would be sent out shortly.

Sir William Roger Brown's Coal Charity

Under Standing Order 68, this item was classified as confidential.

The Clerk read out the list of the 2008 recipients – ten in all – who had received £10 each. Since then one had died and another had moved away. Members were asked to bring the names and addresses of any further possible recipients for 2009 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 £64, so he proposed, as in previous years, to take the rest of the money required from the Chairman's allowance.

9. PLANNING MATTERS

Applications

09/02586/FUL: Mr. R. Wall, 8 Fairwood Close, Paxcroft Mead
Demolition of existing garage and construction of new garage
It was agreed that no objection should be made to this application

Decisions

09/02158/LBC and 09/02198/FUL: Mr. and Mrs. D. Neville-Dove, 116 Trowbridge Road
Late consent/retrospective application for replacement balustrading to existing first floor roof terrace – consent/permission with condition

Planning application 08/01447/FUL: Marsh Farm

The latest reports from Sarah Butler, Wiltshire Council's Corporate Complaints Manager, were considered totally unsatisfactory. First of all she had passed the issue to her 'line manager' as she was unsure to what extent she could consider this through the complaints procedure. She said that the Wiltshire Councils complaints procedure was designed for Wiltshire residents who had either received or were entitled to a service and had suffered a personal injustice. She did not normally consider complaints from organisations such as parish councils. Her second, and most recent, report said that she could not disagree with how the decision on the application was reached and, if the Parish Council was unhappy about this, they should contact their local councillor to take up the matter.

It seemed unbelievable that the complaints manager had taken so long to reach this decision, and the Clerk was asked to go back to her and ask her a) if Wiltshire Council's complaints procedure had now been exhausted and b) could the Parish Council now take the matter to the Ombudsman.

10. CORRESPONDENCE

- a) Swindon Borough Council/Wiltshire Council: Notification of receipt of Inspectors' reports and adoption of Wiltshire and Swindon Minerals and Waste Development Control Policies DPDs.
- b) Letter from the Friends of Bath and District Samaritans, thanking the Parish Council for the grant recently given to them.

11. PUBLICATIONS

- a) Pound Arts Theatre – programme October, 2009, to March, 2010.
- b) Paxcroft Mead Community Centre – minutes of the 2nd September, 2009, meeting and agenda for the 7th October, 2009, meeting.
- c) Paxcroft Mead News – September, 2009
- d) Town and Parish Newsletter - October, 2009
- e) West Wiltshire in Focus – Autumn, 2009

12. ACCOUNTS

a) Completion of the Audit for the year ended 31st March, 2009

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 Council notice boards.

b) Payments authorised:

Clerk's Salary and Expenses for October, 2009	£559.46
Mazars – Audit fee for the year ended 31 st March, 2009 (including £20.25 VAT)	£155.25

13. ANY OTHER BUSINESS AND VILLAGE MAINTENANCE

- a) Mrs. Hayes reported that the roundabout sign on Horse Road (by Wyke Road) was rusting.
- b) Mrs. Hayes said that the site of the medical centre at Paxcroft Mead was up for let and she wondered if this could be used as a ball-game area for children. The Clerk was asked to get some details from the agents, Davies and Davies.
- c) Mr. Cullern said that the burnt-out litter bin at the underpass in Paxcroft Mead had still not been replaced and the Clerk said she would investigate.

14. ITEMS FOR PARISH NEWS/LOCAL PRESS

- a) Update on the community speed watch scheme.
- b) Allotments update
- c) Bus shelter for Paxcroft Mead
- d) New sign for Hilperton

15. DATE OF NEXT MEETING

Tuesday, 17th November, 2009, with a planning committee meeting on Tuesday, 3rd November, 2009.
(Mr. Jameson gave his apologies for the November PC meeting)

The meeting ended at 9.55 p.m.

Signed Date