

**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> December, 2009**

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

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

Apologies were received from Ms. P. Turner, Mr. J. Willis, Mr. V. Bielecki, PC Mark Hough and PCSO Ellen Wickenden.

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

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

Agenda Item 8 – Grant request from the Paxcroft Mead Community Forum: Mr. T. Carbin, personal, as he was instrumental in setting up the forum with Cllr. Steve Oldrieve.

Agenda Item 9 – planning application 09/03434/FUL: Mrs. J. Waring, personal, the applicant living along the road from her.

### **3. MINUTES**

The Minutes of the Parish Council meeting held on the 17<sup>th</sup> November, 2009, were approved and signed.

### **4. MATTERS ARISING**

Minute 8 – Welcome to Hilperton sign: The person who had suggested the sign had written to the Clerk, saying that one might be placed somewhere in the ‘gap’ on the Trowbridge Road. However, it was pointed out that there were already two signs in place, the first one near Fieldways and the other further down, at the start of Trowbridge Road, off the roundabout, displaying ‘Hilperton Village’. It was therefore felt that another sign was not absolutely necessary. Mrs. Hayes suggested that a planter could be placed underneath one of the signs and the Clerk was asked to make some enquiries.

Minute 8 – Sir William Roger Brown’s Coal Charity: The Clerk had sent out Christmas cards and money to the recipients.

Minute 8 – GPS Traffic diversion: Details had been included in the parish magazine and sent to parish councillors. The Chairman said he would put details on the website.

Minute 13b – The Parish Steward had been asked to tidy up the patch of land on the opposite side of the old nursery site in Horse Road.

Minute 13c – The Chairman had spoken to people from Wiltshire Council and English Landscapes, who had inspected the hedge. Whilst acknowledging that whoever had cut it had done a good job, the Wiltshire Council officer said he would find out who was responsible and write to them, asking them not to cut the hedge again.

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

The Chairman wished everyone a very happy Christmas and invited them to join him for some seasonal refreshments after the meeting.

## 6. WILTSHIRE COUNCILLOR

- a) Mr. Clark referred to the replacement burnt out bin at Woodhouse Gardens and said it would be relocated shortly.
- b) He reported that English Landscapes would shortly begin a series of tree thinning and crown reduction in various areas at Paxcroft Mead.
- c) With effect from the 1<sup>st</sup> April, 2009, Mr. Clark said that Wiltshire Council would not be recharging parishes for the cost of their elections. The leader of the Council had said that she believed it was right for the unitary authority to cover the cost of parish elections to promote and encourage democracy.

## 7. POLICE

PC Mark Hough and PCSO Ellen Wickenden had sent their apologies, as well as a short report. During the past month criminal damage occurring in and around Paxcroft Mead appeared to have ceased at the moment, the police had a couple of suspects and there had been a lot of regular high visibility patrols. This still remained a high priority. There was one person on bail with regard to the post box explosions and other names had been brought to the attention of the police. With regard to burglaries in and around Paxcroft, a male had been identified and arrested. Regular patrols/observations continued to be conducted with regard to speeding.

Mr. Jackson said that the Parish Council had had no feedback from PC Hough regarding speeding along Devizes Road, but Mrs. Hayes said that, at the latest neighbourhood tasking group meeting, it had been agreed that speeding should be a high priority in the area, and PC Hough was well aware of the Devizes Road situation.

With regard to vandalism, Mrs. Hayes said that the police needed more details, but the Clerk said that she had e-mailed PC Hough and PCSO Wickenden earlier in the month, reporting the smashed windows at the bus shelter at the top end of Hill Street and also saying that local people thought the culprits mainly came along the road late at night, possibly on Fridays and Saturdays, and the incidences of vandalism appeared to be on the same side of the road (i.e. Hill Street and Church Street).

Mrs. Hayes said that the 'Touch2idScheme' – a new age verification scheme which validated ID cards - was working well.

Community Speed Watch: The Clerk had received the results of the speed survey along Trowbridge Road which indicated that there was a significant degree of non-compliance with the 30mph limit, and as such this road fulfilled the criteria for community speed watch but it had not been assessed as suitable for camera safety enforcement. If the Parish Council wished to go ahead with community speed watch, the police would need the exact locations the volunteers would wish to stand when carrying out their checks (for health and safety reasons), then they would be trained. There would need to be between six and ten volunteers, with numbers of two to four being engaged in a check at any one time.

After a discussion with the Chairman, the Clerk had written to the speed watch co-ordinator, saying that, before the Parish Council considered going down the route of community speed watch, might it be possible for a police officer on a speed motorbike to be deployed along the road from time to time. As the co-ordinator only dealt with speed watch, she had passed this request to PC Colin Davies of the road safety team for his consideration, and the Clerk was waiting to hear from him.

Discussion centred around the possibility of finding enough volunteers for the community speed watch scheme, and it was agreed that it should be advertised via the website, the parish magazine, the next

parish newsletter (the Chairman to produce a draft for the January PC meeting) and at the annual parish meeting next May. Mr. Carbin said he would be happy to volunteer.

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

### **Paxcroft Mead Community Centre Boundaries**

The Chairman again gave a quick reminder of the situation with regard to the transfer of the community centre. It now appeared that the solicitors acting for the Parish Council submitted the application for registration of the transfer, dated 2<sup>nd</sup> June, 2005, in order to secure the council's interest in the property. The previous developers would not agree to vary the boundaries shown on the transfer plan, so the solicitors had felt it best to register what title there was rather than wait until there was any further agreement on boundaries to the site. It appeared, therefore, that the boundaries of the community centre, now registered with the Land Registry, were pretty much where the current management committee wanted them to be.

### **Allotments**

The Clerk said that the legalities of purchasing the land were nearing completion and she had received the contract and transfer deed from the solicitors, which needed signing by the Chairman and Vice-Chairman. The balance of money due was £11,861.85 and this included the seller's legal fees.

Mr. House said that the working group had not met recently but he would arrange for them to get together, as there were many matters to discuss and arrange now that the purchase was about to take place.

In conclusion, the Chairman reminded members that it had been agreed that the option to purchase another acre of land should be included in the current deal. The Parish Council's solicitors, however, had advised that that this could put back the purchase of the 1.5 acres by a few months, and he had, in the interests of the Parish Council and potential allotment-holders, agreed that this should be kept separate until completion of the purchase. The Chairman's action was formally endorsed by the Parish Council.

### **Trowbridge Community Area Parish Council's Liaison Group**

Mr. Jackson reminded members that the next meeting would be the AGM and would take place on the 4<sup>th</sup> February, 2010, at Southwick Village Hall.

### **Parish Steward**

On his last one-day visit the Steward had again concentrated on clearing leaves from drains and footpaths and cutting back overhanging vegetation. The Clerk had not yet received the dates for future visits in the new year.

Mr. Jameson said that there were a lot of potholes along the lane leading from St. Michael's Church to St. Thomas's Road, which needed filling in. As it was generally agreed that motorists should be discouraged from using this short-cut from Hilperton to Trowbridge, the Clerk was asked to contact the rights of way warden and suggest that the potholes on one side of the lane might be filled in, making access easier for pedestrians and cyclists.

### **Tree Planting**

Together with the quotation received for stock-proof tree guards, the Clerk had received a further quote for planting the sixteen trees. It would cost £15 a tree (total £240) and would include stakes, ties and rabbit spirals. Weather permitting, the planting would take place sometime in January.

### **Wiltshire Local Development Framework**

Members had received from the Clerk copies of the consultation document and other supporting documentation so that the Parish Council's response could be made.

The Chairman said that Wiltshire Council's preferred option for the development of the Trowbridge area comprised a collection of sites that could deliver a coherent sustainable urban extension to the south-east of Trowbridge, and it was agreed that this should be supported by the Parish Council. However, the point should be made that it was the view of the Parish Council that the provision of a secondary school in this area should be an integral part of the plan.

Referring to the main document, the Chairman remarked that Hilperton was no longer included in the 'small villages' category. As it was one of those villages which looked to its nearby town for facilities and services, it was suggested that it should be the subject of a policy of development restraint, other than in exceptional circumstances. After a short discussion, it was agreed that the Parish Council should make it clear that it would expect to see the retention of Village Policy Limits.

### **Roundabout Sponsorship**

The Clerk had received information concerning sponsorship of roundabouts from Wiltshire Council. A Section 96 licence enabled town/parish councils to cultivate the public highway, including roundabouts, it was free of charge and had a duration of ten years. The main reason for taking on the maintenance of an area of public highway was for the town/parish council to enhance the aesthetic look of an area. For this to be achieved it was likely that sponsors might be sought to assist with funding and, as part of the sponsorship, they would look to place signs at the location.

The Clerk had sent copies of the information received to Mr. Tober at the Grangeside Business Support Centre. She had pointed out that the onus was on the Parish Council to submit designs for the sponsorship signs and submit them, along with a planting scheme, to Wiltshire Council for approval. She had said that, before the Parish Council came to a decision on whether or not to go forward with this scheme, it would need his assurance that his company would be actively involved in the planting and upkeep of the plants and not just donate an amount of money to the Parish Council and then expect it to 'get on with the job'. She was awaiting his reply.

It was agreed that this should be discussed further at the January meeting and, in the meantime, the Clerk was asked to contact Trowbridge Town Council to find out what it might cost to maintain a roundabout.

### **Grant Requests**

**a) Village Hall:** A letter had been received from the treasurer of the Village Hall Committee, asking for a grant to assist towards repairs to the slide in the children's play area. The cost of the repair had come to £395 and had been necessary due to wear and tear. After a short discussion, Mrs. Waring proposed that a grant of 50% of the cost should be given (£197.50), this was seconded by Mr. Carbin with all in favour. (*The Chairman abstained from voting on this issue.*)

**b) Paxcroft Mead Community Forum:** A request had been received from the secretary of the newly-formed Paxcroft Mead Community Forum for a grant of £250 to cover the costs involved in setting up the organisation. The Clerk said that that the forum's aims were to improve the quality of life for local residents, to act as a forum for the residents of Paxcroft Mead, and to seek to represent the views and promote the interests of all Paxcroft Mead residents. Since Paxcroft Mead crossed the boundary between Hilperton and Trowbridge, an application to Trowbridge Town Council for a similar amount had also been made. After a short discussion, Mr. Carbin proposed that a grant of £125 should be

given, this was seconded by Mr. Cullern with all in favour. It was also suggested that the forum should be asked to keep the Parish Council informed of its activities, and representatives should be invited to attend the annual assembly in May, 2010. (*The Chairman abstained from voting on this issue*).

**c) Giffords Day Centre:** A request had been received from the treasurer of the day centre for a one off payment towards keeping the centre running so that vulnerable, elderly local people could continue to be supported. After a short discussion, Mrs. Sawyer proposed that a grant of £50 should be made, this was seconded by Mr. Jackson, with all in favour. Mrs. Sawyer suggested that the Trowbridge Guild of Community Service's Wright Fund might be able to assist, if approached by the day centre, and the Clerk said she would pass on this information to the treasurer.

### **South West in Bloom Competition**

A letter had been received from the Chairman of 'Trowbridge in Bloom' to say that in 2010 the town would be entering the 'South West in Bloom' competition. She wondered if Trowbridge and Hilperton could work together to create a joint approach to provide floral displays which would enhance the border areas and approaches between the town and the village. On Tuesday, 26<sup>th</sup> January, a presentation would be given in the Civic Hall from 10 am to 12 noon, and the Clerk said she would be happy to attend on behalf of the Parish Council and report back to the February meeting.

## **9. PLANNING MATTERS**

### **Applications**

09/03434/FUL: Mr. and Mrs. R. Dyer, 136 Wyke Road  
Single storey rear extension

It was agreed that no objection should be made to this application  
(*Ms. Waring abstained when voting took place on this application*)

### **Decisions**

09/03234/TPO: Mr. F. Hinks, Woodcote House, 112 Church Street  
Works to Beech tree – consent with conditions

09/03009/FUL: Mr. S. Uncles, 23 Greenhill Gardens  
Two storey extension and front porch, construction of parking bays  
Permission with conditions

### **Notification of Planning Appeal**

An appeal had been lodged by Mr. Bryan Whale, of 7 Birch Gardens, against the refusal of Wiltshire Council to allow permission for a single storey extension (planning application 09/01214/FUL)

### **Notification of Inquiry Date**

Application to discharge clauses within Section 106 agreement dated 6<sup>th</sup> February, 2004 – land adjacent to Hackett Place. The Clerk had been informed that the Inquiry would commence at 10 am on the 23<sup>rd</sup> March, 2010, in the Council Chamber, Bradley Road, Trowbridge.

### **Tree Preservation Order – Former JC Gardens Nursery, Marsh Road**

The Clerk had learned that the TPO had not been confirmed and she had spoken to Wiltshire Council's landscape officer about this. He had told her that this had been a temporary, six-month area TPO which had been placed on the site while an assessment was made. It had been concluded that there were no individual or groups of trees which merited a TPO being placed on them, and the hedges were scrubby and full of brambles. He had said that, as and when planning applications were received, he would deal with matters such as landscaping, replanting etc. on an individual basis.

### Report on Planning Enforcement Seminar, 30<sup>th</sup> November, 2009

Mr. Jackson had kindly attended the seminar on behalf of the Parish Council, for which he was thanked. He said that Wiltshire Council wished to put in place a standard policy covering planning enforcement across the new authority, thereby giving harmonization across the five areas within. He was surprised to learn that enforcement was a discretionary activity and that a breach of planning control was not an offence. The Clerk tabled copies of a questionnaire which Mr. Jackson had been given at the seminar, and which he sought the views of the Parish Council before returning it. The Chairman read out the questions, and the answers were agreed so that the Clerk could complete the questionnaire and send it back to the Planning Office in Salisbury.

### 10. CORRESPONDENCE

- a) Letter from Communities and Local Government concerning War Memorials – their maintenance, repair and protection.
- b) Trowbridge Area Community Future – agenda for a meeting on the 15<sup>th</sup> December, 2009, and notes of the Steering Group meeting of the 30<sup>th</sup> November, 2009.
- c) Letters of thanks from recipients of cash from the Coal Charity

### 11. PUBLICATIONS

- a) First News – Winter, 2009
- b) SPLASH Newsletter – Christmas, 2009
- c) Wiltshire Council – Adverse Weather leaflets
- d) Paxcroft Mead Community Centre Newsletter – November, 2009
- e) Wiltshire Council: Town and Parish Newsletter – December, 2009
- f) Local Council Review – Winter, 2009
- g) WALC Newsletter – December, 2009

### 12. ACCOUNTS

#### Payments authorised:

#### a) since the last meeting –

Cash for Coal Charity recipients	£80.00
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#### b) this meeting –

Clerk's salary and expenses for December, 2009	£500.43
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Society of Local Council Clerks - Annual subscription	£95.00
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Shaw Trust – trees for planting along Trowbridge Road (including £83.46 VAT)	£639.84
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Withy, King – legal fees re. purchase of land (including VAT, the amount to be confirmed)	£11,861.85
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Mr. E. Clark – Christmas refreshments (from Chairman's allowance)	£14.28
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Hilperton Village Hall – Section 19 grant approved earlier	£197.50
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Paxcroft Mead Community Centre Forum – Section 137 grant approved earlier	£125.00
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The Gifford's Day Centre – Section 137 grant approved earlier £50.00

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

- a) Mr. Cullern referred to the bus shelter at Leap Gate and wondered when it would be put in place. He was told that the Town Council was organising this, and the Clerk said she would find out what the situation was.
- b) Mr. Cullern said that there were a lot of incidences of dog fouling in Cresswell Drive. The Chairman said that, if he could find out exactly when and where this was happening, Mr. Cullern should contact him and he would pass the information on to the dog wardens.
- c) Mr. Cullern said that the hole in the road along Hilperton Drive, which had been repaired fairly recently, again needed urgent attention because of the number of large lorries driving over it.
- d) Mrs. Hayes reported the replacement of the burnt-out post boxes and wondered when the holes in the walls would be filled in.
- e) Mrs. Sawyer said that there were stinging nettles and rusty pipes along the alleyway leading to the school in Newleaze, which needed clearing.

**14. 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.

**15. DATE OF NEXT MEETING**

**Tuesday, 19<sup>th</sup> January, 2010**, with the possibility of a planning committee meeting on Tuesday, 5<sup>th</sup> January, 2010.

**The meeting ended at 9.23 p.m.**

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

