

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,
at 7.45pm on Tuesday, 17th October 2023**

There were three members of the public present.

PRESENT	Cllr. E. Clark (Chairman)	Cllr. S. Sawyer
	Cllr. T. Carbin	Cllr. R. House
	Cllr. K. Hayes	Cllr. S. Woodard
	Cllr. R. Allan	Cllr. G. Boreham
	Cllr. S. Uncles	

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs. Turner, Robinson and Prevett.

2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

Planning application PL/2023/07043 – Church Farm: Cllr. House, having been financially involved with the development some years ago.

3. MINUTES

The Minutes of the Parish Council meeting held on the 19th of September 2023, were approved and signed.

4. CLERK'S REPORT ON ACTIONS FROM THE PREVIOUS PARISH MEETINGS

Minute 8 – Request for 20mph speed limits: The Clerk had e-mailed Jamie Mundy at Wiltshire Council to say that the Parish Council had agreed to a £625 contribution towards a number of metro counts.

Minute 8 – Newhurst Park Z-Barrier: Similarly, the Clerk had e-mailed Jamie Mundy to say that the Parish Council had agreed to a £450 contribution towards the cost of the barrier.

Minute 8 – Repairs to the church clock at St. Michael's: The Clerk had contacted the canal side benefice to say that the Parish Council had agreed to pay the full costs of the repairs on receipt of an invoice from Coffins Clocks. Michael Gamble had responded, thanking the PC.

Minute 8 – Trowbridge to Melksham Cycle Track: The Clerk had e-mailed Kirsty Rose at Wiltshire Council and she had replied by saying that she was awaiting the outcome of a stage 4 safety audit. Once this had been received, she and her team would review the report, the data collected around usage and the comments received, so that they could identify any steps that needed to be taken. The Parish Council would then be updated.

5. ANNOUNCEMENTS FROM THE CHAIR

The Chairman introduced the newly appointed Clerk to the Parish Council, Sarah Jane Jeffries, who would be taking up her post on the retirement of Marylyn Timms at the end of October.

6. WILTSHIRE COUNCILLOR

Cllr. Clark had attended a full meeting of Wiltshire Council during the day and confirmed that the Local Plan was now out for consultation.

7. POLICE

PCSO Jack Thomas was in attendance and gave a report concerning recent crimes in the area. There then followed a short question and answer session.

8. ITEMS FOR REPORT AND DISCUSSION

Wiltshire Council Local Plan

Ian Lund was in attendance on behalf of Dr. Celia Beckett, and he gave an update on where things stood regarding the Local Plan and the work HAAG was doing. He thanked the Chairman and Cllr. Sawyer for their support, as they continued to be very involved in the process. Mr. Lund said HAAG comprised people who had a fair amount of expertise, and shortly they would come back to the Parish Council with recommendations concerning legal processes and other important matters.

Members then discussed when the Parish Council might seek professional advice, and the Chairman said he would be happy to go back to Planning Sphere, if needed. This was agreed, as was the need to liaise with Dr. Beckett beforehand.

Regarding the possible need for an emergency flood plan, Mr. Lund said HAAG would include this in their recommendations to the Parish Council.

Allotments/Community Orchard

Cllr. House said that the area between the trees in the orchard had been cut recently. Three loads of manure had been delivered to the site, and £250 had been raised for the Wiltshire Air Ambulance.

Five or six allotment plots were not being used and it was agreed that Cllr. House should write to the plot-holders concerned. Other than this, Cllr House said the allotments were looking good.

Works for the Parish Steward on his next visit

The Chairman asked members to contact him with details of work that needed to be carried out on the Parish Steward's next visit on the 10th and 14th November.

Co-option of a New Parish Councillor

Mr. Mike Linham, resident of Devizes Road and an active member of HAAG, had expressed an interest in serving as a member of the Parish Council and had attended the meeting. After a short discussion, it was agreed that he should be co-opted to the Parish Council with immediate effect. (Proposed by Cllr. Uncles, seconded by Cllr. Woodard, seven in favour, with one abstention by the Chairman).

New Clerk for the Parish Council

The Chairman said that he, together with Cllrs. House and Turner, had offered, on behalf of the Parish Council, the position to Sarah Jeffries, and would be meeting her the following day to go through some details.

Marsh Road Parking Issues relating to Avonfield Nursery

Cllr. Woodard had now been able to speak with the owner, who told her that staff parking was located at the back of the nursery. He did not know how he could improve the situation other than put out cones in the road, which he would not be allowed to do.

SIDS Update

The Chairman said he was still waiting for the post in Marsh Road to be erected.

Possible new Parking Restrictions in the Parish

The Chairman said that LHFIC would like all applications for new parking restrictions in parishes to be considered in one go. Bearing in mind the problems regarding parking in Marsh Road, it was

agreed that a request for fifteen metres of double yellow lines either side of the entrance to the nursery.

(on the same side of the road) should be made, for safety reasons.

Other requests agreed: - From Horse Road into Hill Street – 15 metres of double yellow lines on one side of the road, for safety reasons, to enable easier viewing and access into Hill Street. The lane leading to Cllr. Hayes' house, serving six to eight properties– 10 metres either side of the lane, both ways, to enable ease of pulling out from the lane onto the road.

Whaddon Farm Solar Farm Contract

The Chairman had now read through the Community Benefit Agreement and had sent copies to parish councillors. After a short discussion, it was unanimously agreed that he should sign the contract on behalf of Hilperton Parish Council, and the Clerk was asked to include the Minute showing this agreement, when returning the signed contract to BSR Energy.

Annual Inspection and Adoption of the Parish Council's Risk Assessment

The Risk Assessment was adopted by the Parish Council for another year (Proposed by the Chairman, seconded by Cllr. Turner, all in favour).

Section 106 Payments – Side Agreement (Church Farm Development and Belway Homes Development off Elizabeth Way))

The Clerk said that Lance Wilcock of Wiltshire Council had given the necessary documents to the legal department for an officer to begin working on them. He said he would update the Parish Council with further progress shortly.

Increase in Postal Charges – Electronic distribution of Summons, Minutes etc.

Bearing in mind the recent increase in the cost of first-class stamps (from £1.10 to £1.25), it was agreed that future agendas, minutes etc. should be sent electronically to members, with hard copies available at each meeting.

9. PLANNING MATTERS

Applications

PL/2023/07043 – Plot 5 Church Farm

Addition of single timber-framed car part with sedum roof to match those approved elsewhere on the development under planning reference: 20/09998/FUL

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

PL/2023/07719 – Land west of Merryfield, Whaddon Lane, change of use of stables to a dwelling.

It was agreed that an objection should be made to this application. The applicant had not made any.

effort to say why the stables could not be used when there was undoubtedly a requirement for equestrian facilities in rural areas. Also, there would be the inevitable increase in vehicles/parking along this narrow lane.

PL/2023/08095 – Hilperton House, The Knap, works to trees in a conservation area – Acacia, Forest Pansy, Sycamore, Western Red Cedar, Catalpa, Foxglove and Pride of India

It was agreed that no objection would be made to this application as long as the proposed works met with the approval of the planning officer concerned.

PL/2023/08231 – 206 Devizes Road

Removal of single garage and extension of space to allow parking for two cars.

It was agreed that an objection should be made as the proposal would necessitate removal (or partial removal) of a wall in a conservation area.

Decisions

PL/2023/05753 – Whaddon Grove Farmhouse

Creation of a 0.75 ha mosaic of wetland, grassland and scrub woodland for biodiversity improvement and associated agricultural benefits, including the creation of 1,520 square metres of pond surface area (fluctuating over time seasonally and with ecological processes) spread over three small ponds and other habitat improving features, including scrapes - Permission given.

10. CORRESPONDENCE

There was none.

11. PUBLICATIONS

Countryside Voices – Autumn/Winter 2023.

12. ACCOUNTS

a) Completion of the Audit for the year ended 31st March 2023

The Clerk said that the accounts had been signed off by the external auditors, and all the necessary notices regarding the completion of the audit put on the website.

Payments authorised since the last meeting.

R. S. Books – bank reconciliation in a format required by the external auditors	£12.50
Idverde – Planters and maintenance for September (including £20.27 VAT)	£121.60
Miles White Transport – review of transport assessment re. McDonalds application (including £440.00) VAT)	£2,640.00
U.K. Media Solutions Ltd. HAAG Fliers	£198.00
PKF Littlejohn LLP – external audit fee (including £63.00 VAT)	£378.00
Planning Sphere Ltd. – professional services regarding McDonalds application (including £400.00) VAT)	£2,400.00
Celia M. Beckett – HAAG printing	£21.30

Payments authorised this meeting.

Clerk's Salary for October 2023	£533.00)	
Clerk's expenses, including office rental	£1,134.61)	£1,667.61
One-off gratuity payment for the retiring Clerk		£6,017.36

3. ITEMS FOR FUTURE AGENDAS

There were none.

14. DATE OF NEXT MEETING: Tuesday, 21st November 2023.

15. MATTERS OF A CONFIDENTIAL NATURE (Part 11)

Sir William Roger Brown's (Coal) Charity

The Clerk informed members that currently there was £70.41 in the charity account which could be used for this year's recipients. She reminded them of the people who had received donations of £20 in 2022. As always, it was agreed that this matter should be discussed further at the November PC meeting and, in the meantime, the Clerk said she would put a notice on the website, giving details of the charity.

The meeting ended at 9.08 p.m.

Signed Date

Draft Unapproved Minutes