

Minutes of the Annual meeting of Hilperton Parish Council, held at Hilperton Village Hall on Tuesday May 20th 2025 at 7.15pm.

Councillors present. Allan, Bayley, Clark, Hayes, House, Jamieson, Linham, Prevett, Robinson, Sawyer and Uncles.

Clerk and 5 members of the public.

AGENDA.

25/94. Election of Chairman for 2025/2026

It was proposed by Cllr Uncles and seconded by Cllr House that Cllr Clark be Chairman for the year 2025/2026. **All agreed**

25/95 Election of Vice-Chairman for 2025/2026

It was proposed by Cllr Hayes and seconded by Cllr Sawyer that Cllr House be Vice-Chairman for the year 2025/2026. **All agreed**

25/96. Declaration of Acceptance of newly elected Councillors

All Councillors signed their declaration of acceptance forms which were countersigned by the Clerk. Cllr Clark reminded all Councillors that they need to make sure they have submitted (or updated) their declaration of interests. He also mentioned that return of Election Expenses forms had to be submitted, even if they were nil.

25/97. Appointment of Planning Committee and other representatives

- a/ Planning Committee – Cllrs Uncles, Bayley, Sawyer, Hayes and House. Cllr Clark is ex-officio
- b/ Footpath Representative – To be confirmed
- c/ Village Hall Committee – Ex Officio is Cllr Clark
- d/War Memorial Plants/Flowers – Lesley House
- e/Allotment point of contact – Cllr House
- f/Tree Warden/s – Cllr House
- g/ Area Board/LHFIG Representative – To be confirmed
- h/Risk Assessment sub-committee – Cllrs Clark, House and Bayley
- i/Flood Wardens – continuation of HAAG – Celia Becket (Chair of HAAG), Wardens are Chis Algood and Richard Jamieson. Baz Sullivan will be contacted to see if he wishes to continue
- j/Staffing – Cllrs Clark, House and Hayes
- k/Playgrounds – Cllrs Bayley, Linham and Jamieson

25/98. Acceptance of apologies for absence.

None. All present

25/99. Declarations of interest.

None.

25/100. To receive and sign the minutes of the Full Council meeting held on 15th April 2025.

The minutes were approved and signed as an accurate record of the meeting by the Chairman. Proposed by Cllr Clark and seconded by Cllr House. **All agreed.**

25/101. Chairman's announcements.

The Chairman welcomed new Councillor Richard Jamieson.

25/102 Report from Wiltshire Councillor.

Cllr Clark reported that the new Wiltshire Council was formed today. Liberal Democrat leader, Conservative Chairman and Liberal Democrat Vice-Chairman. Chairs of Committees to be appointed later. Leader has announced his Cabinet. Wiltshire Council web site has all the Election figures.

24/103. Report from Police.

The local PCSO had produced a Parish report. The Clerk will circulate it for Councillors to read..

25/104. Planning applications. The Chairman suspended the meeting (7.48) for members of the public to speak on the Planning matters.

A member of the public spoke on PL/2025/03764. Cllr Clark spoke on this new type of application. The Clerk read out an email from a parishioner with regard to applications PL/2025/03892, PL/2025/03945 and PL/2025/04001.

Before the Council discussed the planning applications a member of the public spoke on use of CIL and other money. Cllr Clark explained on how money is received and spent.

The Chairman resumed the meeting (8.09)

PL/2025/03764 – Rectory Barn, Whaddon – Permission in principle for a single new dwelling.

The Parish Council resolved to support the application with the condition it is stone built, single storey. Proposed by Cllr Allan and seconded by Cllr House. All agreed with Cllr Clark abstaining.

PL/2025/03892 – Beechwood, 124B Ashton Road – Erection of double garage and alteration to entrance

PL/2025/03945 – Outline application for erection of 3 dwellings – Land off Ashton Road BA14 7QY

PL/2025/04001 – Erection of 6-9 dwellings – Land off Ashton Road BA14 7QY

With regard to the three above applications the Parish Council has objected to past similar applications. It was proposed by Cllr Linham and seconded by Cllr Hayes that the Parish Council object to all three along similar lines as before and the 6-9 adding on the grounds of density. All agreed with Cllr Clark abstaining.

25/105. Planning decisions.

PL/2025/02003 – 208 Devizes Road – Conversion of workshop to two dwellings as submitted under PL/2021/10979. Approved with conditions

PL/2025/04156 - Lawful development certificate for a proposed loft conversion consisting of a rear flat roof dormer and 3 front rooflights at 23 St. Mary's Gardens. Approved

25/106. HAAG/flood-warden scheme.

Celia Beckett stated that HAAG had been running for 4 years and new people coming on board. With regard to the Local Plan, first hearing timetabled for 10am, June 24th at Civic Hall. It is a Processing hearing. She explained more about the process and determination.

More information received from the Harnham group. She explained more of the developments to the north of existing Hilperton village and lack of consultation.

Cllr Clark explained the situation over not being able to accept the agreed cheque for £300. It is suggested it paid Brickford Parish Council. All agreed.

25/107. Application for funds for Village Hall grounds maintenance/insurance for the year 2024.

A request had been received for the Parish Council to contribute 50% of the running costs of Village Hall and grounds. Cllr Clark read out costs (and income) which came to £3753.50. It was proposed by Cllr Hayes, seconded by Cllr House that the Parish Council pay this amount. All agreed with abstention by Cllr Clark.

25/108. Trowbridge Rugby Football Club Trustee

Cllr Clark explained the situation. Cllr Bayley will approach them for further information.

25/109. Rural Play Area Funding

The Council's solicitor has asked for more details to enable her to give some idea of costs.

The Clerk had now found a third contractor willing to quote for maintenance as soon as the areas become Hilperton Parish Council's property.

25/110. Highway matters

The Clerk explained that he had an offer from Wiltshire Council to use an existing bus shelter they had removed from Trowbridge Town centre to replace the shelter in Horse Road and also install it. After discussion it was agreed that the Clerk and Cllr Sawyer liaise with Wiltshire Council and bring to June meeting.

The Clerk reported that the damaged bus shelter in Hill Street had been inspected by the company that had taken over the original supplier. A quote was supplied and submitted to the parish Council's insurers. This had been accepted but there is a £250 excess. It was agreed the Clerk proceed with repairs.

LHFIG request from Matthew More for double yellow lines in Newhurst Park. After discussion it was agreed that the Parish Council would not support the application.

25/111. Parish Steward.

Any suggestions for work should be forwarded to the Clerk.

25/112. Allotments/Community Orchard.

Cllr House had mastered the Scribe software. Dry weather meant that water bill could be high. He had produced a Risk Assessment which he had circulated but not everybody had been able to look at it. It was deferred to June meeting.

25/113. Church Farm/War memorial.

Cllr Linham reported that there was more work taking place, however it had been a dry period.

At this point the Chairman announced that the meeting was at the 2 hour point and Standing Orders requires a motion for an extension, otherwise the meeting has to be adjourned. Cllr Sawyer put forward a motion to continue which was seconded by Cllr Allan. All agreed.

25/114. 'Clerk's report.'

The Clerk reported that the bank balance in the Treasurer's account was £57729.05. New deposit account is £110029. CCLA is £120,819 and Instant access account is £858.74. Redwood Bank is £68,322.25 (over £220 earned in interest).

The Clerk said he was going to investigate a Savings account with Unity Bank.

We can now do BACS transfers via the internet. The Clerk had already made two payments.

Next CiLCA course date is May 28th. SLCC has to be contacted in next few weeks to actually register and pay for the qualification.

The Clerk had attended an interesting webinar in regard of what has to be published on a Council's website. Our website needs to be updated and suggested a meeting with our webmaster. Cllr House is willing to join as well as another Councillor.

25/115. Approval of invoices for payment.

1928 War Memorial expenses £480.00

1929 Allotment Expenses £383.82

1930 Hilperton Village Club (Chairmans Allowance) £39.60

Townsend Print & Design (Chairmans Allowance) £79.00

Scribe (Set up fee) £314.40

Payments for this meeting

Idverde April invoice £121.60 including £20.27 VAT

Clerk's salary (April) £499.63

HMRC £124.80

Cloudy IT £73.50 including £12.25 VAT

R A Books £15.75

Revision 4 (HAAG) £105.47

Revision 4 (Parish Council) £141.88

ICO Fee £52.00

Parish Council Insurance £1780.38

Scribe (monthly fee) £39.60

These were proposed by Cllr Clark and seconded by Cllr Uncles. All agreed.

25/116. Meetings for councillors to consider attending.

Trowbridge Area Board, Hilperton Village hall 6.30 June 26th

25/117. Correspondence received.

The Clerk had received a couple of emails regarding green areas and broken fences next to their houses. An email asking for information on CIL and 106 money (already brought up earlier in the meeting). An email received regarding stewards on June 7th at village Fete. An email regarding increase of traffic through village. Cross Fit Trowbridge had enquired about holding an event at Village Hall playing field. The Clerk had directed them to Village Hall. The Clerk had received notification about resurfacing work at roundabout at Hammond between 2nd and 7th of June with temporary traffic lights.

25/118. Items for future meetings.

AGAR (yearly accounts) to be discussed at June meeting

25/119. Items for notice board or publication.

25/120. Date, time, and venue for the next parish council meeting.

Tuesday June 17th 2025 starting at 7.45pm at Hilperton Village Hall, Whaddon Lane.

Meeting closed at 21.25

Signed

Dated 15th July 2025.