

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL  
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,  
at 7.30 pm on Tuesday, 22<sup>nd</sup> October, 2013**

There was one member of the public present.

<b>PRESENT</b>	Mr. E. Clark	Mrs. S. Sawyer
	Mr. T. Carbin	Mr. V. Bielecki
	Ms. P. Fisher	Mr. R. House
	Ms. P. Turner	Mr. I. Greatwood
	Mr. S. Uncles	Mr. K. Jackson
	Mr. D. Tucker	

*Before the start of the meeting, Lise Griffiths, Good Neighbour Co-ordinator for the Trowbridge Rural Community Area, gave an update on the work of Wiltshire Good Neighbours. The Chairman declared the meeting open at 7.35 p.m.*

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

Apologies were received from Mr. W. Jameson, Mrs K. Hayes and PC Mark Hough.

#### **2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS**

There were none.

#### **3. MINUTES**

The Minutes of the Parish Council meeting held on the 17<sup>th</sup> September, 2013, and the meeting of the Planning Committee held on the 8<sup>th</sup> October, 2013, were approved and signed.

#### **4. MATTERS ARISING (from the September PC meeting)**

Minute 8 –Community Team Scheme: The Clerk has ascertained from Mark Banks at Wiltshire Council that it was the responsibility of their contractors to pick up litter before and after any cutting back of vegetation.

Minute 8 – Parking and Waiting Restrictions: The Chairman had contacted Wiltshire Council about the yellow lines and had been informed that for the village lines a paler primrose yellow would be used.

Minute 8 – Art Project for Hilpertont: Mrs Greatwood had not yet agreed to join the steering group and the Clerk said she would speak to her about the project.

Minute 8 – Request for a Zebra Crossing in Horse Road: The Clerk said that the zebra crossing request would be considered at one of the Community Area Transport Group meetings. The resident who had made the request had been informed of this and also of the fact that Wiltshire Council was waiting for an update from their road safety unit in connection with Staverton School's travel plan, which would include the crossing of Hammond Way.

Minute 13a: The Clerk had sent the relevant information to Mr. Bielecki.

Minute 13b: Ms. Turner had taken a look at footpath 19 after it had been reported that fencing had been erected, thereby narrowing the bridleway, and the path itself was in a poor state with rubble from fence building, overgrown with nettles etc. She found the situation much as had been reported and had contacted Paul Millard. To date no response had been received from him and the Clerk said she would chase this up.

Minute 13c: Mark Banks had informed the Clerk that he would arrange for the contractors to cut the churchyard hedge.

Minute 13d: Mark Banks had said he would arrange for The Knap to be tidied up in time for the Remembrance Day ceremony.

Minute 13e: Mark Banks had said he would first of all check who owned the land from which vegetation was overhanging the pavement along Devizes Road. Mr. Jackson said it was getting quite bad now, so much so that pedestrians were obliged to cross the road and walk along the pavement on the other side.

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

- a) The Chairman said that he hoped the members who had gone on a tour of Trowbridge Rugby Club had enjoyed the visit.
- b) The Chairman had received an e-mail from the Trowbridge Town Council Clerk, who had written to say that, following previous communications, he was now able to advise that the additional costs which must be borne by the parish and town councils for the locating and filling of new grit bins was now available. Hilperton's share was £100, and the Chairman had confirmed that the Parish Council would meet this cost. He was also able to add that the new bins were in position and were now filled with grit.

## **6. WILTSHIRE COUNCILLOR**

- a) Mr. Clark informed members that new bus shelters would now be funded by the Area Board and maintained by Wiltshire Council.
- b) He said there was yet another revision to the Standards Code which the fire authority had adopted.

## **7. POLICE**

In the absence of PC Hough, the Clerk reported that over the past month there had been thirty-six rural beat occurrences in Hilperton:-

4 anti-social behaviour issues; 4 burglaries; 2 incidents of criminal damage; 4 thefts; 9 violent and domestic incidents; 1 animal-related incident; 1 traffic incident; and 11 other minor matters.

Mr. Greatwood added that there had been some thefts on the allotments over the past few weeks.

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

### **Allotment Matters**

The Clerk said that, following the Association's AGM in September, the following people had been elected to the committee: Elaine Phipps (Secretary), Devina Crichton, Lesley House, Michael Taylor and Amanda Drabble (all committee members).

### **Community Team Scheme Clean-Up Day**

The Chairman had attended a meeting on the 8<sup>th</sup> October, together with Mark Banks, Pat Whyte, Marcus Hallett and a representative from Selwood Housing Association, at which the improvement of the Navigator Close/Towpath Road area was discussed. It was agreed that November and December would not be an ideal time of year to get the scheme moving but, although it was put on hold for a few months, progress was being made.

### **War Memorial Cleaning**

Despite several calls to Young Johnson, the Clerk had still not received a written quotation or an idea of which method of cleaning they would use. Ms. Turner said that, in her opinion, if the cross part was cleaned, then the lettering would stand out more.

It was agreed that this would be deferred to the November meeting and – in the meantime – the Clerk should ask James Long if their method of cleaning would damage the lettering.

### **Trowbridge Community Area Parish Councils' Liaison Group**

Mr. Greatwood had attended the meeting on the 16<sup>th</sup> October and gave a short report. He said that burglaries were a priority as far as the police were concerned and they should be contacted if anyone saw any street lamps unlit at night. The project officer of TCAF had given a report on progress and current initiatives of its theme groups and there had been a report on the neighbourhood tasking groups.

The next meeting would be in January next year.

### **Governance Review for the Parish Boundary**

The Chairman gave the reasons why it might be a good idea to consider making a request for a governance review in order to make the delineation between Hilperton PC and Trowbridge TC more 'obvious' for residents. It was agreed that the Chairman should do some background work and bring this matter back to the Parish Council shortly.

### **Wiltshire Council – Council Tax Support**

Wiltshire Council was in the process of drawing up its proposed budget for 2014/15 and, as part of that, they were assessing the level of grant - if any - they could afford to pass on to Town and Parish councils. To help with that process they were asking for answers to a number of questions raised. Copies of this questionnaire had been sent to all parish council members, and the answers were agreed (these are held on file).

In addition, the Chairman warned members that the government was thinking of capping parish council charges in the same way as council tax bills.

### **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 2012 recipients - five in all – who had each received £20. Members were asked to bring the names and addresses of any other possible recipients for 2013 to the November meeting. He reminded members, and informed new members, that only interest could be paid out and any shortfall would come from the Chairman's allowance.

### **Verge Cutting**

The Chairman asked members to take a careful look at the verges throughout the parish and this matter could then be discussed fully at the November meeting.

### **Community Orchard**

As Mr. Jameson was not present, it was agreed that this should be discussed at the November meeting. Ms. Fisher said that the application to the Woodland Trust for thirty trees had been successful and the Parish Council would need to consider how best to plant them.

### **Wiltshire Council: Sign De-cluttering and Minor Signing Requests**

The Chairman asked if there were any road signs in the parish that needed de-cluttering, but none sprang to mind. He had contacted Pat Whyte to request removal of all the yellow and black developer direction signs to 'Seymour Place' (off Lacock Gardens), and this action was supported.

### **CPRE Best Kept Village Competition – Results of the Laurence Kitching Award 2013**

The Clerk reported that five of the six eligible villages had entered the competition, and unfortunately Hilperton had come fifth.

### Grant Request from Help Counselling Services

For the benefit of new members, the Clerk gave details of the work of this registered charity and informed them of the number of people from Hilperton who had been given assistance over the past year. Mr. Greatwood proposed making a grant of £100, the same amount as had been given last year, and this was seconded by Mrs Sawyer. Mr. House proposed a grant of £200, this was seconded by Mr. Uncles and put to the vote, with nine in favour, one against and one abstention from the Chairman. *(In addition to not voting on the resolution, the Chairman did not take part in the discussion).*

### Village Hall Improvements

Ms. Turner said that - so far - solar panels had been installed and an outside patio laid, as part of the Blue Hills development money. Now around £30,000 was to be spent on major decorations in the hall, including a suspended ceiling in the main hall. It was hoped that this work could be completed by the summer of 2014, but there had been a poor response from local contractors.

### Dog Fouling Sign

All parish councillors had received via e-mail an amusing notice concerning dog fouling.

## 9. PLANNING MATTERS

### Applications

13/04552/TCA: Mrs. Cradock, 100b The Knap

Removal of a tulip tree

It was agreed that the Parish Council should support the opinion of the case officer.

### Decisions

None received.

### Other Planning Matters

Details were given of the changes to Wiltshire Council's procedures for processing applications to carry out works to trees within conservation areas (TCA applications).

## 10. CORRESPONDENCE

- a) Letter from Wiltshire Council concerning flood risks, with Wiltshire Council inviting parish councils to provide assistance in identifying and helping to resolve flood risk issues.
- b) Invitation from Wiltshire Council to attend neighbourhood planning events in Warminster and Calne.

## 11. PUBLICATIONS

- a) Paxcroft Mead Community Centre Management Committee – 3<sup>rd</sup> September Minutes and 1<sup>st</sup> October Agenda
- b) Minutes of the TCAF AGM on the 7<sup>th</sup> October, 2013, plus Financial Report and Annual Accounts

## 12. ACCOUNTS

### Payments authorised:

#### Since the last meeting

Grant Thornton – Annual Audit Fee (including £40 VAT)	£240.00
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#### This meeting

Clerk's salary for October	£472.00)	
Clerk's expenses	£157.30)	£629.30
Officeright – stationery/office supplies (including £25.02 VAT)		£150.12
Alpha Taxis – Sunday Club transport (including £3.12 VAT)		£18.72

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

- a) The Chairman asked the Clerk to contact Peter Grant's son, to see if he would take on the work of cleaning the parish council-owned bus shelters periodically.
- b) The Chairman said a request had been made for a metro-count in Hill Street, near Greenhill Gardens.
- c) Mr. Greatwood wondered when the community speed watch scheme might be resurrected. He was informed that this would depend on a new co-ordinator coming forward and new volunteers.
- d) Mr. Tucker referred to the blocked drains by the bad bend in Whaddon Lane, which needed clearing out urgently. The grips needed re-cutting to allow water to drain out into the ditches. He also referred to the positioning of white posts by the pond, which he thought were unsightly, and the Chairman said he would drive down to take a look.
- e) Ms. Fisher said she did not agree that the white posts referred to by Mr. Tucker looked unsightly. She felt that the Wiltshire Council team which had installed them had done a very good job and suggested that the Parish Council should thank them. It was generally felt that this would not be an appropriate action to take.
- f) Mrs Sawyer said that the post outside number 235 Hill Street had ivy growing up and around it and asked for the ivy to be cut down.
- g) Mrs Sawyer reported that both drains by the War Memorial were blocked and urgently needed clearing out.

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

Due to time constraints for the parish magazine, some pre-meeting notes had been sent.

**15. DATE OF NEXT MEETING**

**Tuesday, 19<sup>th</sup> November**, with a possible Planning Committee meeting before this date.

**The meeting ended at 8.47 p.m.**

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

