

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,
at 6.00 pm on Tuesday, 18th October, 2016**

There was one member of the public present

PRESENT	Mr. E. Clark (Chairman)	Mrs S. Sawyer
	Mr. W. Jameson	Ms. P. Turner
	Mr. S. Uncles	Mr. T. Carbin
	Ms. P. Fisher	Mr. K. Jackson
	Mr. D. Tucker	

1. APOLOGIES FOR ABSENCE

Apologies were received from Viv Packer, Robert House, Kate Hayes and PCSO Maria Badder.

2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

There were none.

3. MINUTES

The Minutes of the Parish Council meeting held on the 20th September, 2016, and the Minutes of the extraordinary Parish Council meeting held on the 6th October, 2016, were approved and signed.

4. MATTERS ARISING (from the October extraordinary meeting)

Details of the Parish Council's decision with regard to the Community Governance Review/Judicial Review had been made known to the solicitors in question.

(from the September PC meeting)

Minute 8 – Changes to Parish Areas: The Clerk had replied to the letter from one of the senior solicitors at Wiltshire Council, giving details of its Custodian Trustee status in respect of the Community Centre, which should be transferred to the parish of Trowbridge, and also informing him of other assets, i.e. its half-share in the bus shelter on Leap Gate and the ownership of a grit bin at Painters Mead, which should also be transferred to Trowbridge parish.

Minute 8 – Request for 'No Through Road' signs at the entry to Newleaze: The Clerk had e-mailed David Holker at WC and informed him of the Parish Council's support for this request, suggesting that there should be two signs, one either side of the road leading into Newleaze. She had also said that the Parish Council would be prepared to contribute £200 towards the provision of new signs.

Minute 8 – Sports Pitches at Devizes Road: The Clerk had contacted Lance Allan, as requested, and had received a reply stating that TTC would not be in a position to consider this further until they submitted a planning application and discussed requirements with Wiltshire Council Highways; but he had made a note of the Parish Council's request regarding traffic calming and would respond in full in due course.

Minute 8 – Times/Dates for remaining 2016 Meetings: The Clerk had contacted the Village Hall Committee Secretary, as requested.

Minute 13a – Missing latches on gates: The Clerk had contacted Paul Millard with regard to HILP33 (Middle Lane) and had received a reply to say that the gates were the responsibility of the land owner and it would be up to him to replace the missing latches. He went on to say that he would consider removing them as they were not required for stock control and could be deemed an illegal obstruction. The Clerk had since e-mailed to say that the Parish Council would be concerned if the gates were removed as 4 x 4 drivers might start using Middle Lane again. Also the gates stopped loose stock from getting onto the Hilpertons relief road. Mr. Millard had not yet replied. Ms. Turner said that the gate on the right hand side was now permanently open.

Minute 13b – The Clerk had sent a message of congratulations to Hilpertons Primary school.

5. ANNOUNCEMENTS FROM THE CHAIR

- a) The Chairman said that a report from the judges of the Best Kept Village competition had been received, which the Clerk then read out. Regarding comments made in respect of footpath HILP1, the Clerk was asked to contact Paul Millard to say that the directional sign was overgrown with bushes etc. and vegetation needed clearing away in and around the bench.
- b) Community Infrastructure Levy: The Chairman said that affordable housing would not be eligible to receive any levy.

6. WILTSHIRE COUNCILLOR

Mr. Clark had attended a full meeting of Wiltshire Council earlier, where the decisions regarding the Community Governance Review had been given final assent.

7. POLICE

PCSO Maria Badder had sent a report regarding local crimes over the past month, and this is held on file.

8. ITEMS FOR REPORT AND DISCUSSION

Allotment Matters/Community Orchard

The Clerk said it had been necessary to revise the application for a grant from the Trowbridge Area Board, as she had been informed that town and parish councils were expected to contribute 50% of costs involved in any applications made by them. So the amount now applied for had been reduced to £446.

Ms. Fisher said that volunteers were urgently needed to put in tree posts for the new community orchard trees. The Clerk said she would include this request in her report for the Parish News, and the Chairman said he would put something on the website, in the hope that a few people would come forward to help.

Trowbridge Community Area Parish Councils' Liaison Group

Mr. Greatwood was not in attendance and no meeting had been held.

Autumn Newsletter

The Chairman thanked Mr. Uncles for all the work he had done. The Newsletters had now been printed and had been included in the envelopes containing the Housing Needs Survey, which were now ready to be distributed.

Neighbourhood Plan

Ms. Turner said the consultant, Dave King, had suggested contacting specific groups of people in the community to ask them what they would like to see in the future regarding the development of Hilperton. Hilperton Primary school had been consulted and a good response had been received but nothing so far had come back from Paxcroft Mead school. Other groups (e.g. whist club members, over sixties clubs) had also been contacted.

Discussion took place on whether or not to include distribution of the Housing Needs Survey etc. to the 300-odd houses which Hilperton would be losing to Trowbridge, and it was agreed that these should not be included.

The consultant was hopeful that the first draft of the Neighbourhood Plan would be ready for Wiltshire Council in January, 2017, and he had asked if the Neighbourhood Plan group would like him to carry out the extra research needed to quickly complete the Scoping Report. He had also indicated that it was essential to get a Neighbourhood Plan out as soon as possible. This would become part of the development plan and have the same status as the Core Strategy.

Bearing this in mind, it was agreed that the consultant should be asked to do the extra research for the Scoping Report, and the Parish Council would pay his expenses up to an agreed maximum amount. The Clerk was asked to inform Toby King, Chairman of the NP group, of this decision. It was also agreed that, in the light of the consultants' comments regarding the Gap, the Parish Council should contact George Bunting of the Hilperton Gap Action Group.

Trees along Trowbridge Road

The Chairman had received an e-mail from Robert House, who had looked at the trees recently. Some were healthy but others were in danger of being swamped by weed and native trees sprouting up around them. He had done some cutting back last year and released the tree ties, but felt that the guards should stay in place for a year or two to protect the trees from cattle. He said that a working party was needed - armed with pruning saws and loppers - to get rid of the weeds and other undergrowth sometime before next spring, and this was agreed.

The Clerk said she would get in touch with David Wyatt at WC, informing him that Roger Pike owned the land where the trees were planted.

Additional Village Maintenance Areas

The Chairman had recently met Chris Spencer-Smith from English Landscapes and they had looked at the area around St. Michael's church. Since then a quote had been received from him. To carry out a four-weekly cut alternate to the WC cut in the church area only would cost £57 each cut. From next March until the end of September, 2017, this would equate to eight cuts, making a total of £456 plus VAT. After a short discussion, it was agreed that this quote should be accepted (proposed by Mr. Jackson, seconded by Mr. Jameson, all in favour). The Clerk was asked to contact the PCC to ensure that the Parish Council had their agreement on this.

A further quote had been received from Mr. Spencer-Smith regarding the pruning of the shrub and hedge areas, as discussed at the site meeting. However, it was understood that the PCC might have its own working party and they should be asked to let the Parish Council know what they intended to do this autumn with regard to the shrubs and hedges before any decision was taken regarding this second quote.

The Chairman said that other parts of the parish should be looked at as well when considering additional village maintenance.

Transfer of Open Spaces from WC to HPC

It was agreed that no action should be taken by the Parish Council.

St. Michael's Pre-School Plans

Ms. Turner said it had been assumed that no funding could be expected from WC or other government sources. However, she had recently heard that the person responsible for pre-school education at WC had submitted an application for funding for a mobile classroom for St. Michael's. More information would be forthcoming at the next PC meeting.

Parish Council Website

Mr. Uncles had now spoken to David Huggins about the website. Mr. Huggins had said that the latest version of the CMS framework was required and he would assist with the design and development of a new site. He had asked if the Parish Council wanted to continue to use the website as a depository, but it was felt that it should be more robust and dynamic. However, it was agreed that the Parish Council should have strict control over it, with only a small number of people being given posting authorisation.

Signs at the Village Hall

Nothing had yet been received by the Parish Council with regard to costs, and it was agreed to defer discussion to the November meeting.

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

Members had received copies of the Risk Assessment prepared by the Chairman, Ms. Turner and the Clerk in 2015. It was unanimously agreed that the risk assessment should be adopted for a further twelve months and then reviewed.

Boundary Commission of England – Proposals for new Parliamentary Constituency Boundaries in the South West

It was agreed that it should be left to individuals to respond to the consultation.

(Ms. Turner gave her apologies and left the meeting at 7.05 p.m.)

Council Tax Reduction Scheme for 2017

It was agreed that the details of the scheme should be noted and that it should be left to individuals to complete the questionnaire, if they so wished.

Letter from the Leader of Wiltshire Council re. capping of Town and Parish Councils

A letter had been received from the leader of WC concerning a consultation which would run for six weeks with regard to Council Tax referendum principles.

After a short discussion, it was agreed that the Parish Council should reply to Jane Scott to say that any capping of Parish Councils should be resisted. (Proposed by Mr. Uncles, seconded by Mr. Carbin, seven in favour and one against).

Leap Gate Petition concerning Traffic Issues

The Parish Council had been asked to support residents of Castle Mead in their efforts to a) lower the speed limit on the newly-opened section of Leap Gate, b) put into effect traffic-calming measures and c) stop actively promoting the use of this road as a bypass for all local traffic, by signing their e-petition.

It was agreed that, whilst the Parish Council might support the lowering of the speed limit, it did not feel in a position, as a corporate body, to sign an on-line petition.

St. Mary's Church, Horse Road

A request had been received from the Treasurer of the Staverton with Hilperton Marsh PCC for a grant towards the repainting of the church roof. The cost of the work, including scaffolding and specialist paint, would be in the region of £7,000 and the total in their fund for the project was £3,000. A number of fundraising events were planned but there was still likely to be a shortfall.

After discussing this with the Chairman, the Clerk had contacted the Treasurer, suggesting that an application for a grant should be submitted to the Trowbridge Area Board. She had given him details of how to go about this, for which he was most grateful.

After a short discussion, it was agreed that a Section 137 grant in the amount of £500 should be made by the Parish Council towards the repainting of the church roof (Proposed by Mr. Jackson, seconded by Mr. Jameson, all in favour).

Hilperton Gap Housing

The Chairman said it was not yet known when the application would be going to committee or even which committee would be considering it. It was, however, agreed in principle then when the date was known a member of the Parish Council should attend the meeting on behalf of the Parish Council.

Footpath between Hill Street and Newleaze – Dog Fouling

The Chairman gave details of the problems in this area caused by an irresponsible dog owner. This was an ongoing issue which had been reported to WC on a number of occasions. It was agreed that there was nothing further the Parish Council could do other than continue to report incidences of dog fouling to Wiltshire Council.

9. PLANNING MATTERS**Applications**

16/09497/TCA: Mrs Cradock, 100b The Knap - Felling of T1 Gingko tree

It was agreed that no objection would be made, as long as the landscape officer approved of the proposed felling.

16/08126/FUL: Mr. and Mrs D. Barber, 32 St. Mary's Gardens

Two storey extension and detached garage with new dropped kerb

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

16/08441/FUL: Mr. R. Wendlandt, 19 Newleaze

Proposed removal of existing garage and store and construction of single and two storey extensions, together with alterations to the parking area

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

16/08560/VAR: Marsh Farm Solar Limited, land at Marsh Farm

Variation of condition 2 of planning permission 14/00592/FUL to extend length of planning permission to 2055.

It was agreed that this application should be supported.

Decisions

16/07753/FUL: 4 Nursery Close, single storey side extension – approval given.

16/07868/FUL: 20 Kings Gardens, demolition of garage and alterations and extensions – approval given.

16/07968/FUL: 45 Hill Street, two storey side extension – approval given.

16/08258/FUL: 322 Marsh Road, single storey side extension to provide a utility, WC and office
Approval given.

10. CORRESPONDENCE

None received.

11. PUBLICATIONS

a) Paxcroft Mead Community Centre Management Committee: Minutes of a meeting held on the 13th September, and Agenda for a meeting on the 4th October, 2016.

b) Paxcroft Mead Residents' Association: Minutes of a meeting held on the 8th June and Agenda for a meeting on the 9th November, 2016.

12. ACCOUNTS**Payments authorised since the last meeting**

Hilperton Village Hall- Section 19 Grant	£2,844.34
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Payments authorised this meeting

Clerk's Salary for October, 2016)	£485.00)	
Clerk's Expenses	£174.64)	£659.64

13. ANY OTHER BUSINESS/ITEMS FOR FUTURE AGENDAS

- a) It was noted that the ditches along Whaddon Lane had been dug.
- b) Mr. Jackson referred to the problems along Middle Lane and he was referred to the Minutes of the September meeting, which stated that Ian Cradock had agreed to dig some grips either side of the land where the problem kept occurring but he would wait until it was extremely wet so he would know exactly where the grips needed to be dug. Mr. Jackson to contact him when appropriate.

14. ITEMS FOR PARISH NEWS/LOCAL PRESS

- a) Volunteers required to help with planting orchard trees.
- b) Details given of the Sir William Brown's (Coal) Charity
- c) Autumn Newsletter and Housing Needs Survey
- d) Update of the PC website
- e) Grant for St. Mary's Church

15. DATE OF NEXT MEETING: Tuesday, 15th November, 2016 (apologies given by Mr. Jameson).

16. MATTERS OF A POSSIBLE CONFIDENTIAL NATURE**Sir William Roger Brown's (Coal) Charity**

The Clerk said there had been two recipients in 2015, who had each received £30. Members were asked to bring the names of any further recipients to the November meeting.

The meeting closed at 7.42 p.m.

Signed Date