

**MINUTES OF THE ANNUAL MEETING OF HILPERTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,
at 7.45 p.m. pm on Tuesday, 16th May, 2017**

There were no members of the public present

PRESENT	Cllr. E. Clark	Cllr. S. Sawyer
	Cllr. P. Turner	Cllr. T. Carbin
	Cllr. P. Fisher	Cllr. W. Jameson
	Cllr. I. Greatwood	Cllr. K. Hayes
	Cllr. S. Uncles	Cllr. D. Tucker

1a) ELECTION OF CHAIRMAN

Cllr. Clark was elected Chairman

(Proposed by Cllr. Sawyer, seconded by Cllr. Jameson, all in favour)

The Chairman signed the Declaration of Acceptance of Office.

1b) ELECTION OF VICE-CHAIRMAN

Cllr. Jackson was elected Vice-Chairman

(Proposed by Cllr. Fisher, seconded by Cllr. Hayes, all in favour)

2. APPOINTMENT OF PLANNING COMMITTEE AND OTHER REPRESENTATIVES

Planning Committee: Cllrs. Jackson, Sawyer, Fisher, Uncles, Jameson, Greatwood, and Cllr. Clark (ex officio). Substitute: Cllr. House.

Footpath Representative: Cllr. Turner

Village Hall Representative: Cllr. Clark (ex officio)

War Memorial Plants/Flowers: Mrs. L. House

Trowbridge Community Area Parish Councils' Liaison Group: Cllr. Greatwood

Allotments Point of Contact: Cllr. House and Mrs M. Timms

Tree Wardens: Cllrs. Fisher and Jameson

Area Board Representative: Cllr. Jackson

Risk-assessment Sub-Committee: Cllr. Clark, Cllr. Turner and Mrs M. Timms

3. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs. Packer, Jackson and House.

4. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

There were none.

5. MINUTES

The Minutes of the Parish Council meeting held on the 18th April, 2017, and the Minutes of the Planning Committee meeting held on the 9th May, 2017, were approved and signed.

6. MATTERS ARISING (from the April PC meeting)

Minute 5 – Announcements from the Chair: Cllr. Carbin gave details of the AGM of the Trowbridge Area Community Link Scheme which he attended on the 10th May. He was thanked for representing the Parish Council.

Minute 7 – Police Report: The Clerk had e-mailed Alex Trombetta about the confusing ET numbers on the last report. He had apologised and said that when he wrote his monthly reports he usually collated data for all beats on one document, which he then circulated to PCSOs to distribute to their local area, making deletions as appropriate. Clearly in this case this had not happened, hence the

overload of information. He said he would remind the PCSOs of this and hopefully it would not occur again.

Minute 8 – Car Parking Issues in Church Street: The Chairman had been in touch with Highways at WC and said they would come up with a scheme and provide a map. He said that details of the traffic survey should be available shortly and should be included on next month's agenda.

Minute 8 – Parish and Town Council Highways Evenings: Cllr. Greatwood had attended the presentation on the 15th May at County Hall, and gave a short report. He was thanked for representing the Parish Council.

Minute 8 – Grant for Carer Support: The Clerk said that the grant had been sent to Carer Support and a letter of grateful thanks had been received from them.

Minute 8 – Village Hall Play Equipment: Following last month's meeting the Clerk had looked back through the PC minutes and found out that a new five-year package had been agreed and paid for at the end of 2015. She had contacted Playdale, who had apologised for their mistake and said that they would re-start the five-year Annual Inspection package for the play area from 2017, which would then run through 2021.

7. ANNOUNCEMENTS FROM THE CHAIR

May Local Parish and Town Council Elections: The Chairman reminded members to send their election expenses to Wiltshire Council - even if there was a 'nil' amount - and also, if appropriate, their Registers of Interests.

8. WILTSHIRE COUNCILLOR

May Wiltshire Council Elections: Cllr. Clark confirmed that he had been elected as a Wiltshire Councillor for another four years, and congratulated Cllr. Carbin for also being elected. At the Annual Meeting of Wiltshire Council Jane Scott had been elected Leader and had made a few changes in the cabinet.

9. POLICE

A report had been received from the police on crimes in the parish over the past month, which the Clerk had e-mailed to members (apart from Cllr. Tucker to whom she gave a printed copy). Included in the report were details of how the police were trying to work with local communities to develop ways of reaching out to them in an effort to keep everyone up to date with the latest information in their areas. They had developed the use of www.wiltsmessaging.co.uk and were now sending out daily updates of crimes.

10. ITEMS FOR REPORT AND DISCUSSION

Allotment Matters/Community Orchard

The Clerk reported that, after reminders had been sent out, only one plot holder still owed her rental, and the Clerk expected to receive this shortly. Two plots – both on phase 2 - had been given up, and Cllr. House was endeavouring to find new tenants for these.

Neighbourhood Plan Update

Cllr. Turner said that the Reg. 14 consultation had begun on the 13th May and would conclude on the 30th June. She reminded members that the Neighbourhood Plan Steering Group would have a spot at the village fete in June to 'spread the word' and enable residents to leave feedback, and already there was good support coming from all areas of the community. After the 30th June there would be a referendum, and the Chairman said that, when the results had come in, the Neighbourhood Plan would not need to be agreed by Wiltshire Council, but would have full weight in planning terms.

The Chairman said that £2,800 of the latest grant from Groundwork UK had had to be returned, as the money - in respect of the Reg. 14 consultation - had not been spent within the required time period. The Clerk said she would apply for a new grant for this amount shortly.

St. Michael's Pre-School Plans

Following the meeting of the Planning Committee last week, the Clerk had sent in comments to Wiltshire Council stating the Parish Council's full support. Cllr. Turner said that it was hoped that planning approval would be received shortly to enable the builders to make a start on the new building. She informed members that the building would belong to the pre-school, but the land would still be owned by the Parish Council, managed by the Village Hall Management Committee. Fund-raising to date had been very successful.

Works for the Parish Steward

The Chairman made a note of various work needed to be done on the Parish Steward's next visit. Following his attendance at the recent Highways evening, Cllr. Greatwood said it was essential to fill in and send back the work sheets, so WC would know how much work was being done by the Parish Stewards. He also said that winter planning should start shortly, and it was agreed that this should be included on the June agenda.

Stourton Park - Request for a 'No Through Road' Sign

This request had come from a resident who stated that large lorries and other vehicles were coming down Stourton Park in error. After a short discussion, it was agreed that this should be looked at once the results of the traffic survey had been received.

Stourton Park – Request for a Grit Bin

A discussion took place on this request and it was agreed that the resident who made it should be invited – along with some of her neighbours – to the next Parish Council meeting, to put their case for the need for a grit bin.

Hilperton Village Hall – Fire Alarm and Lighting System

Tim Davies, on behalf of the Village Hall, had written to the Chairman to say that he had launched the story of their new fire alarm and lighting system recently, including sending a copy to the Wiltshire Times and putting stories on the Village Hall website and Facebook page. Credit had been given to the Trowbridge Area Board for their 50% contribution, but the Parish Council had also been included in the thanks in all the articles. He formally thanked Hilperton Parish Council via the Chairman for the support given to the project.

Removal of Two of the Parish Council's Planters – Update

The Clerk had been informed by Bill Austen (TTC) that he had now agreed the new positions with English Landscapes (Id Verde) and they would remove and replace all soils during the changeover of spring to summer planting. The Clerk had confirmed that this would be the best time.

Date Protection: Parish Council's Registration with the Information Commissioner's Office

The Chairman said this was in hand.

11. PLANNING MATTERS

Applications

There were none.

Decisions

17/03490/TCA: 4 Dymott Square
Felling of two Rowan trees - no objection

17/01603/FUL: 189 Devizes Road
Demolition of existing extension and garage and erection of two storey extension and garage with home office – permission given.

12. CORRESPONDENCE

None received.

13. PUBLICATIONS

- a) Paxcroft Mead Community Centre Management Committee - Minutes of a meeting held on the 4th April, 2017, and Agenda for a meeting on the 2nd May, 2017.
- b) CPRE – Agenda for AGM on the 20th June, 2017, and details of a talk to follow
- c) War Memorials Trust – Bulletin, May, 2017
- d) The Clerk – May, 2017
- e) Clerks and Councils Direct – May, 2017
- f) CPRE – Protect Wiltshire, May, 2017

14. ACCOUNTS**Adoption of the Accounts for the Year ended 31st March, 2017**

All member had received copies of the Income and Expenditure accounts, Cash Statements and Balance Sheets. The Clerk pointed out a mistake made in the income summary sheet, which referred to a grant given by Wiltshire Council in respect of the Neighbourhood Plan in the sum of £7,680. This had not come from Wiltshire Council, but Groundwork UK, on behalf of central government. With this one amendment it was agreed that the accounts for the year ended 31st March, 2017, should be adopted (Proposed by Cllr. Jameson, seconded by Cllr. Hayes, all in favour).

Payments authorised:-***Since the last meeting***

Groundwork UK: Neighbourhood Plan – return of the unspent part of the latest grant	£2,800.00
Carer Support, Wiltshire – Section 137 grant	£1,000.00
David King – additional work on Neighbourhood Plan	£375.00

This meeting

Clerk's Salary for May, 2017	£490.00)	£979.76
Clerk's Expenses, including office rental	£489.76)	£951.08
Came and Co. – Annual Insurance Premium		£21.06
Wessex Water – Services to Allotments 8/10/16 to 4/4/17		£69.00
Townsend Design and Print – Fete leaflets (Chairman's Allowance)		£98.27
Revision 4 – Domain renewal and web hosting		

15. ANY OTHER BUSINESS/ITEMS FOR FUTURE AGENDAS

- a) Cllr. Jameson reported that the kissing gate along the Trowbridge Road was in a bad state of repair. The Clerk said she would contact Paul Millard.

16. ITEMS FOR PARISH NEWS/LOCAL PRESS

- a) Details of the Police messaging system
- b) Adoption of the Accounts for the year ended 31/3/17
- c) Election of Chairman, etc.
- d) Removal of two of the Parish Council's planters

17. DATE OF THE NEXT MEETING

Tuesday, 20th June, 2017.

The meeting closed at 8.46 p.m.

Signed Date

