

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,
at 7.45 p.m. on Tuesday, 18th July, 2017**

There were two members of the public present

PRESENT	Cllr. E. Clark	Cllr. S. Sawyer
	Cllr. T. Carbin	Cllr. P. Fisher
	Cllr. W. Jameson	Cllr. K. Hayes
	Cllr. K. Jackson	Cllr. V. Packer
	Cllr. S. Uncles	Cllr. D. Tucker
	Cllr. R. House	

*Before the meeting commenced, Mr. Simon Lloyd spoke against planning application 17/05137/FUL.
The Chairman declared the meeting open at 7.50 p.m.*

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs. Turner and Greatwood.

2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

Planning application 17/05333/FUL: Cllr. House, having sold the property in question to the applicant.

3. MINUTES

The Minutes of the Parish Council meeting held on the 20th June, 2017, were approved and signed.

4. MATTERS ARISING

Minute 18 – West Ashton Neighbourhood Plan: The Chairman had contacted Wiltshire Council to say that the Parish Council felt that the proposed new area was logical.

Minute 8 – Additional Grass Cutting/Road Sweeping: The Chairman was endeavouring to find a contractor to quote for weed killing on the edges of pavements.

Minute 8 – Training Course for Councillors: The Clerk had arranged a training course with Katie Fielding from WALC to take place on Thursday, 26th October, at the Village Hall, commencing at 7.15 p.m. The session would cover roles and responsibilities, law and procedures, and would take up to two hours.

Minute 8 – Traffic Survey Results: The Chairman said he would chase this up with Wiltshire Council.

5. ANNOUNCEMENTS FROM THE CHAIR

The Chairman said that details of the Village Green application for part of The Gap had now been received, and notices would be put on the notice boards shortly.

6. WILTSHIRE COUNCILLOR

Cllr. Clark said there had been a full Wiltshire Council meeting on the 11th July. There had been notices of motion regarding the allowances for the leader, cabinet and portfolio holders.

Cllr. Clark reported on a number of community issues arising from a meeting of the Area Board a few days later:-

- a) Request for a pedestrian crossing by Helpswell Road: The location did not meet the criteria for a controlled or zebra crossing so no further action would be taken by Wiltshire Council.
- b) No Through Road sign at the junction of Marshmead and Hill Street: Awaiting completion.
- c) Hilperton Drive speed limit reduction: a metrocount had been carried out and no further action would be taken.
- d) Newhurst Park marker posts: The Area Board had agreed to match the Parish Council's offer to pay £250 towards the installation of verge marker posts.
- e) Elizabeth Way southern roundabout: Concern had been expressed about the road layout and vehicle speed off Elizabeth Way. It was agreed that this could cause safety problems and the Clerk was asked to contact Highways to see if anything could be done.

7. POLICE

PCSO Ellie Porter was in attendance and gave details of local crimes over the past month.

8. ITEMS FOR REPORT AND DISCUSSION

Allotment Matters/Community Orchard

The Chairman had found out that the proposed new community shed did not require planning permission. After a short discussion it was agreed that a grant of £1,430 (i.e. the quoted price including VAT) should be made. (Proposed by Cllr. Jameson, seconded by Cllr. Packer, nine in favour, one against and one abstention).

Neighbourhood Plan Update

The Chairman said that this would be discussed under Part Two of the meeting.

St. Michael's Pre-School Plans

The Chairman said that things were progressing well with the building and it was hoped it would be completed by mid-August. The Village Hall had agreed the ground rent for the first five years and solicitors were drawing up the lease.

Works for the Parish Steward

The Chairman reminded members that there would be no visit during August and he invited them to contact him with recommendations for work to be done in September.

Draft Wiltshire Council Development Plan Document

The Chairman said that consultation had now begun and would run for at least ten weeks. He had contacted Michelle Donelan, MP, about the worrying amount of development put forward in the document for the Trowbridge area and its surroundings, and she had said she would be happy to become involved and would liaise with Andrew Murrison, MP.

After a discussion on how the Parish Council should respond to the parts of the document affecting the parish, it was agreed that a special meeting should be held - possibly at the beginning of September – with this being the only agenda item. There would then be time to contact Wiltshire Council before the end of the consultation period.

Car Parking

The Chairman said that Kirsty Rose, the Wiltshire Council officer involved, had now sent a plan showing the existing restrictions between St. Michael's Close and the Knapp, and a plan where she thought it would be reasonable to consider the removal of the existing restrictions. Copies of these had been e-mailed to all parish councillors with the exception of Cllr. Tucker, who was given a copy. The Chairman said that the officer did not think that any other double yellow lines, e.g. between 221 Church Street and the Lion and Fiddle, should be removed/relaxed.

Discussion took place on the best way forward, and it was agreed that the double yellow lines between St. Michael's Close and The Knapp should be removed (Proposed by Cllr. Carbin, seconded by Cllr. House, eight in favour, two against and one abstention). The Chairman said that as traffic regulation orders were only considered on an annual basis this could take some time to bring into effect.

Best Kept Village Competition Results

The Chairman said that Hilperton had come fourth in the first round of the competition, in the large village category for West Wiltshire.

Grass Cutting along Roadside Verges

The pros and cons of grass cutting were discussed, as comments had been received from residents, some in favour of 'no cuts' and some complaining about the state of the verges. It was agreed that the Parish Council, in the first instance, should seek advice on this matter, and the Clerk was asked to contact the charity Plant Life.

Village Maintenance

The Chairman said he was still trying to find someone who would take on the cleaning of the Parish Council-owned bus shelters, and the notice boards. He reminded members that Cllr. Turner had agreed to oil the bench in the Knapp and polish the plaque. Cllr. Packer said she would take on the oiling of the Blind House door and she would also be happy to do the bench.

Discussion took place on the state of the field gate near the bus stop along Trowbridge Road. Paul Millard had said it was the responsibility of the farmer but the Clerk was asked to contact Mr. Millard to see if he would be agree to have a new gate erected (preferably a wooden one), which the Parish Council would pay for if volunteers could be found to install it.

9. PLANNING MATTERS

Applications

Cllr. House left the meeting before discussion took place on the following application

17/05333/FUL: Mr. M. Squires, 46 Towpath Road

Change of use from care home (C2 use) to a 15-bedroom house in multiple occupation (HMO) (C4 use) and the creation of a self-contained studio (C3 use)

After some discussion, it was agreed that a 'no comment' response should be made. However, the Parish Council should voice its concern that residents of only three houses in the vicinity had been consulted and it would wish to see a wider consultation of local people. (Proposed by Cllr. Jackson, seconded by Cllr. Hayes, nine in favour with one abstention from the Chairman)

Cllr. House returned to the meeting.

17/05137/FUL: Mr. S. Cooper, Coopers Chase, Church Street

Proposed double garage with studio over

It was agreed that an objection should be made to this application on the following grounds:-

- a) The proposed materials would not be in keeping with the annexe.
- b) There would be an increase in traffic at a substandard junction of Hill Street/Church Street/Whaddon Lane
- c) This would be overdevelopment of a small area.
- d) The proposed second floor studio would overlook the neighbouring property

In addition, it was queried why there should be any changes to the drainage in view of the proposed use as a garage. (Proposed by Cllr. Hayes, seconded by Cllr. Fisher, nine in favour with two abstentions from Cllr. Carbin and the Chairman)

17/05792/TPO: Mr. C. Bruce-Stevens, 74a Hill Street
T1 – Austrian Pine tree – fell

It was agreed that no objection should be made as long as the proposed works met with the agreement of the landscape officer.

17/03866/FUL: Mr. and Mrs D. Barber, 32 St. Mary's Gardens
Detached two-bedroomed bungalow – amended plans

It was agreed that the Parish Council's original objections should remain the same.

16/04468/OUT: Land to the south-west of Ashton Road

Outline planning application for residential development of up to 250 dwellings, open space, landscaping, drainage features and associated infrastructure with all matters reserved, except access – amended plans

It was agreed that the Parish Council's original 'no comment' response should remain the same.

17/01250/REM: Land south of Devizes Road

Reserved matters application for the scale, layout and external appearance of the development and landscaping of the site following outline approval for the erection of up to 15 dwellings – amended plans

It was agreed that the Parish Council's original objections should remain the same.

Decisions

17/01935/FUL: 37 Newhurst Park, Paxcroft Mead

Conversion of existing double garage and change of use to fitness studio (retrospective)
(Re-submission of 16/11005/FUL) – application refused

17/03686/FUL: 28 Marshmead

Single storey extension to front of property and existing annexe to become part of main dwelling – approval given

17/04292/CLP: 7 Stourton Park

Single storey side extension – approval given

17/04354/FUL: Trowbridge Rugby Football Club

Construction of a path/training track around the perimeter of the floodlit pitch – approval given

Western Area Planning Committee

The Chairman said that planning application 17/01250/REM (land south of Devizes Road) would be discussed at the next meeting of the Western Area Planning Committee, should anyone from the Parish Council be able to attend.

Wiltshire Council – Introduction of Electronic Planning Consultations

A letter had been received recently from Wiltshire Council to say that from the 31st July all planning notifications would be sent electronically to town and parish councils. It appeared that this decision had been made at the full Council meeting in February, without any consultation with towns and parishes or, indeed, Wiltshire Councillors. It was recognised that for complex applications it might be appropriate to provide hard copies, and this would be considered on a case-by-case basis on request.

10. CORRESPONDENCE

None received.

11. PUBLICATIONS

- a) Paxcroft Mead Community Centre Management Committee - Minutes of a meeting held on the 6/6/17 and Agenda for a meeting on the 4/7/17.
- b) The Clerk – July, 2017
- c) Clerks and Councils Direct – July, 2017

12. ACCOUNTS**Payments authorised:-*****Since the last meeting***

Mrs Lesley House - War Memorial Plants and Sweeping	£300.00
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This meeting

Clerk's Salary for July, 2017	£490.00)	
Clerk's Expenses	£175.70)	£665.70
Trowbridge Town Council – refilling grit bin at Helps Well Road (including £10 VAT)		£60.00
Id Verde – planting/maintenance of planters for July (including £20.27 VAT)		£121.60
Mrs L. House – compost and bedding plants		£39.00

13. ANY OTHER BUSINESS/ITEMS FOR FUTURE AGENDAS

- a) Cllr. House reported the appearance of advertising boards around the village. The Chairman said he had e-mailed Pat Whyte on this issue.
- b) Cllr. Packer said that some street name signs were in a bad condition, and she was asked to report this via the Wiltshire Council app.
- c) Cllr. Jackson said that a few days ago, on the western side of Elizabeth Way, where there is a drainage ditch, he saw a gully-emptying vehicle discharge waste from the road gullies into the ditch. The Clerk was asked to report this to Pat Whyte.

14. ITEMS FOR PARISH NEWS/LOCAL PRESS

- a) Village Green application
- b) Community shed for orchard
- c) Car parking restrictions
- d) Results of the Best Kept Village competition
- e) Village Maintenance – someone needed to clear out PC-owned bus shelters and clean notice boards on a regular basis

15. DATE OF THE NEXT MEETING

Tuesday, 19th September, 2017, (Cllr. Jackson gave his apologies), together with a special meeting of the Parish Council (possibly at the beginning of September) to discuss the DPD, and possible planning committee meetings before the main September meeting.

PART TWO

The Chairman referred to Standing Order 68 – ‘in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they will be instructed to withdraw’. However, as Peter Fielding from the Neighbourhood Plan Steering Group was present, the Chairman asked parish councillors if an exception could be made in this case and it was agreed that Mr. Fielding should stay and be invited to contribute to the discussion.

16. NEIGHBOURHOOD PLAN UPDATE

The Chairman first of all said that the reg. 14 consultation closed last month but the Steering Group had not as yet receiving anything in writing from Wiltshire Council.

After a detailed discussion two matters were decided:-

- a) The Parish Council would consider its formal response to the DPD at a special meeting to be held early in September.
- b) The Parish Council would fund (up to a maximum of £2,000 plus VAT) a ‘Landscape Architect’ to prepare a report for the Neighbourhood Plan and possibly to assist its decision regarding the DPD. It was agreed that the Chairman should make some enquiries to find a Landscape Architect who could support the current position of the Parish Council (i.e. no building in The Gap).

The meeting closed at 10.15 p.m.

Signed Date