

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,
at 7.45 p.m. on Tuesday, 19th September, 2017**

There was one member of the public present

PRESENT	Cllr. E. Clark	Cllr. S. Sawyer
	Cllr. T. Carbin	Cllr. P. Fisher
	Cllr. K. Hayes	Cllr. V. Packer
	Cllr. S. Uncles	Cllr. R. House
	Cllr. I. Greatwood	

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs. Jameson, Jackson and Turner.

2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

The Chairman referred to his register of interests.

3. MINUTES

The Minutes of the Parish Council meeting held on the 18th July, 2017, the Minutes of the Planning Committee meetings held on the 8th August and the 22nd August, 2017, and the Minutes of the special Parish Council meeting held on the 5th September, 2017, were approved and signed.

4. MATTERS ARISING (from the July, 2017, PC meeting)

Minute 6e – Elizabeth Way southern roundabout: The Clerk had contacted Pat Whyte at WC about the road layout and vehicle speed off Elizabeth Way and this had also been raised at the latest CATG meeting. It was agreed that there was a problem which would now be investigated by WC who would then report back to the Parish Council.

Minute 8 – Car Parking: The application to request lifting some parking restrictions had been sent to WC. The Chairman said that more yellow lines could be considered for removal and – if this went ahead – there was a possibility that a 20mph speed limit could be introduced through part of the village.

Minute 8 – Grass cutting along Roadside Verges: The Clerk had contacted ‘Plant Life’ who had confirmed their guidance that verges and open spaces should be cut once a year, between July and September, and ideally grass cuttings should be taken away so the soil was not enriched.

Minute 8 – Village Maintenance: The Chairman said he had not so far been successful in finding someone willing to take on the cleaning of the PC-owned bus shelters and notice boards periodically. He asked members to contact him or the Clerk if they knew anyone who might be interested.

Minute 13c – Drainage Waste: The Clerk had contacted Pat Whyte who had then raised this issue with the contractor to see if the gully tanker was one of theirs. Although they were not sure it was, they confirmed that it was normal practice to discharge dirty water only into ditches, with silt and the like kept in the machine. Mr. Whyte had asked them to ensure that none of their machines discharged into any ditches in future.

5. ANNOUNCEMENTS FROM THE CHAIR

There were none.

6. WILTSHIRE COUNCILLOR

Cllr. Clark said that residents affected by the resurfacing of Hill Street, Church Street etc. had received letters from WC notifying them of the work. He went on to say that Hills had lost their WC

contract and that the recycling centre in Trowbridge would be closed from the 13th to the 26th November for refurbishment.

7. POLICE

The Chairman informed members that PCSO Eleanor Porter had now moved on to train as a police constable, and the Clerk had sent an e-mail on behalf of the Parish Council wishing her well. The newly-appointed PCSO, Nina Marsh, was not on duty and was unable to come to the meeting. A report had been received but this related mainly to Trowbridge and was felt to be unsatisfactory by the Parish Council. It was agreed that the police should be notified of this.

8. ITEMS FOR REPORT AND DISCUSSION

Allotment Matters/Community Orchard

Cllr. House reported that no progress had been made regarding the shed purchase, but the site had been cleared and was ready. The Chairman reminded members that a grant of £1,430 (i.e. the quoted price including VAT) had been agreed, but Cllr. Fisher said there had been an £85 increase in the cost of the shed as there had been an error in the quotation which had not included guttering costs. Cllr. House said that all the allotments plots were taken and the Parish Council was slightly up on income in view of recent payments. Name tags had been placed on all the trees in the orchard, and the wild flowers had been cut for hay. He said the whole site was looking good with plenty of fruit on the trees.

St. Michael's Pre-School update

The Chairman reported that the pre-school was now up and running with a few 'snagging' issues to be corrected, and there would be an official opening in the not-too-distant future. It was suggested that members should endeavour to promote the Village Hall now that more bookings could be taken.

Draft Wiltshire Council Development Plan Document

All members had been sent copies of the suggested response to a) the review of the settlement boundary and b) the Draft Wiltshire Housing Site Allocations Plan.

Firstly, the response to the settlement boundary was unanimously agreed. Then the Chairman took members paragraph by paragraph through the draft responses to the DPD. With one minor addition, this, too, was agreed and the Chairman was thanked for all the work he had done in preparing the response document. This would now be sent to Wiltshire Council.

Neighbourhood Plan Update

The Chairman gave a report and said that there would be a meeting of the Steering Group the following week.

Works for the Parish Steward

The Chairman reminded members that there would be a visit at the beginning of October and he invited them to contact him with recommendations for work to be done.

Field Gate along Trowbridge Road

Paul Millard's response was that, although the field gate was not fitting correctly, the kissing gate beside it was in good order. He didn't think the farmer would want to lose the field gate but it was up to him to replace it or leave it as it was. The general feeling was that this should be left to the landowner.

CPRE: Best Kept Village Competition Report for Hilperton

The very positive comments from the judges were read out to members. It had been a close competition with only a few points between the placings, and Hilperton should be pleased with this.

Thanks were expressed for the work Mrs Lesley House did on the planting/plant maintenance at the War Memorial.

Request for a White Bar Marking to prevent blocking of driveway by parents accessing Hilperton Primary School

A report was given by the Chairman who said that the white line would be put in place at no cost to the Parish Council when the lining of Hill Street was undertaken following the road works.

St. Michael's Close and Carisbrooke Crescent – Surface of Pavements

The Chairman referred members to the 'Pavement and Footway Improvement Scheme Guidance Notes' which had been sent out with the agendas. It was agreed that WC Highways should be asked to investigate and report back to the Parish Council on their findings, including how much might be required from the Parish Council as a contribution, should work need to be carried out.

Speed Indicator Devices

The Chairman discussed with members the various devices available. Discussion then took place about the possibility of purchasing one or more devices, and the Chairman was asked to investigate costs.

Traffic Survey Results

The Chairman had chased this up following the July meeting but was still awaiting a response. He said he would contact WC again in an effort to get the information required.

Additional Grass Cutting/Weed Killing

The Chairman had had no success in obtaining quotes for weed killing on the edges of pavements and it was suggested that the Parish Steward might be asked to take care of weeds. It was agreed to continue the contract with Id Verde for 2018 (two-weekly grass cutting schedule). Someone would try to establish when Elizabeth Way was going to be adopted so consideration could be given to 'no cut' areas. It was also agreed to extend 'no cut' areas along the length of Hilperton Drive.

9. PLANNING MATTERS

Applications

There were none.

Decisions

17/05333/FUL: 46 Towpath Road

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

17/05137/FUL: Coopers Chase, Church Street

Proposed double garage with studio over - permission given

17/06706/FUL: 37 Horse Road

Single storey rear extension – approval given

Details of the Costs Application made by Charlcombe Homes Limited, and Decision made by the Planning Inspector relating to land at The Grange, Devizes Road

Application made by Charlcombe Homes for a full award of costs against Wiltshire Council in connection with the refusal of outline planning permission for the erection of 30 dwellings. Partial award costs made relating to the refusal under Core Policy 29.

10. CORRESPONDENCE

- a) Letter from Jonathan Hawkes to say that the Paxcroft Mead Residents' Association would be winding up on the 30th September, 2017.
- b) Letter from Wiltshire Council re. resurfacing works programmed along Marsh Road, Hill Street and Church Street from the 21st September, 2017, and temporary road closure order.

11. PUBLICATIONS

- a) Paxcroft Mead Community Centre Management Committee: Minutes of a meeting held on the 4/7/17 and Agenda for a meeting on the 8/8/17; and Minutes of a meeting held on the 8/8/17 and Agenda for a meeting on the 12/9/17.
- b) Wiltshire Council: Household Recycling Centre Refurbishment Programme – briefing pack.
- c) CPRE: Countryside Voice, Summer, 2017; and Field Work, Summer, 2017
- d) Clerks and Councils Direct – September, 2017
- e) The Clerk – September, 2017

12. ACCOUNTS**a) Completion of the Audit for the Year ended 31st March, 2017**

The Chairman reported that the audit had been completed to the external auditors' satisfaction and notices informing the public of the completion had been placed on all the notice boards.

b) Payments authorised since the last meeting:

David King – work on the Neighbourhood Plan	£320.00
Id Verde – maintenance of planters for August, 2017, (including £20.27 VAT)	£121.60
Clerk's Salary for August, 2017	£490.00
Clerk's Expenses	£149.72
NALC: Local Council Review subscription	£51.00
Wolsey Jameson – tree stakes, screws etc. for orchard	£67.21
Id Verde – maintenance of planters for Sept., 2017, (including £20.27 VAT)	£121.60
Payments authorised this meeting:	
Clerk's Salary for September, 2017	£490.00
Clerk's Expenses	£152.62
Indigo Landscape Architects: Hilperton Neighbourhood Plan Landscape and Visual Analysis Report (including £367.07 VAT and including £250 for additional work)	£2,202.43
Grant Thornton – Audit fee (including £40.00 VAT)	£240.00

13. ANY OTHER BUSINESS/ITEMS FOR FUTURE AGENDAS

- a) Cllr. Fisher said that neither her name nor Cllr. Packer's was shown on the PC website. The Chairman said the Clerk would contact Davie Huggins.
- b) Cllr. Carbin said his new address should be shown on the 'Members of the Council' notice on the notice boards.

14. ITEMS FOR PARISH NEWS/LOCAL PRESS

In view of time restraints, pre-meet notes had been sent to Michael Gamble.

15. DATE OF THE NEXT MEETING

Tuesday, 17th October, 2017, (Cllr. Hayes gave her apologies), with a possible planning committee meeting before that date.

The meeting closed at 8.55 p.m.

Signed Date