

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,
at 7.45 p.m. on Tuesday, 16th January, 2018**

There were seven members of the public present.

PRESENT	Cllr. E. Clark	Cllr. S. Sawyer
	Cllr. T. Carbin	Cllr. P. Fisher
	Cllr. V. Packer	Cllr. S. Uncles
	Cllr. K. Jackson	Cllr. P. Turner
	Cllr. I Greatwood	Cllr. D. Tucker

Before the start of the meeting, Chris Braham, on behalf of the 1st Hilperton Cub Scout group, spoke about the ongoing community garden projects behind St. Mary's Church and the reason they wished to make a request for a grant. Tony Roddis, on behalf of St. Michael's and All Angels Church, spoke about the need for the clock to be repaired and the reasons why help was sought from the Parish Council. Chris Beaver (Planning Sphere) and Tom Griffiths (Ashford Homes) then gave a short presentation on their plans for the Marsh Road (nursery) site. The Chairman declared the meeting open at 7.59 pm.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs. Hayes and House.

2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

There were none.

3. MINUTES

The Minutes of the Parish Council meeting held on the 19th December, 2017, were approved and signed.

4. CLERK'S REPORT ON ACTIONS FROM THE PREVIOUS MEETING

Minute 8 – WALC: The Clerk had contacted Katie Fielding at WALC about the Parish Council's decision to become members of WALC/NALC. She had been told that subscriptions run from April to March each year and she had therefore received a pro-rata invoice covering the period 1st January to the 31st March, 2018.

5. ANNOUNCEMENTS FROM THE CHAIR

- a) The Chairman said that, on behalf of the Parish Council, he had attended the funeral of Roger Pike a few days after Christmas.
- b) He said that the Clerk would shortly contact Id Verde about the extra grass cutting etc. (requested in 2017 but which was never carried out), to ensure that arrangements were put in place for 2018.
- c) The Chairman had received an e-mail from Charlcombe Homes, developers of the land adjacent to the Grange, to say that their revised plans would be for 20 units, six of which would be affordable.

6. WILTSHIRE COUNCILLOR

Cllr. Clark said that the Trowbridge Area Board still had £15,000 left in its capital grants pot for the current financial year, and the deadline date for applications was the 1st February. Capital items such as storage equipment, gardening equipment, building works (subject to permission), sports equipment, IT equipment, outdoor pursuits equipment, tents, office equipment etc. would be eligible for grant consideration. Match funding would not be required for projects up to £1,000 but would be required for anything over this up to the maximum amount of £5,000.

7. POLICE

The Parish Council had learned that a new PCSO, Melissa Glover, (melissa.glover@wiltshire.pnn.police.uk) had commenced work on the 11th January. She would be covering the Trowbridge ET16 rural beat, which included Hilperton. Unfortunately she had not had time to prepare a report for the parish, so PC Lee Pelling had sent a general Trowbridge report.

8. ITEMS FOR REPORT AND DISCUSSION

Approval of the Budget and Setting of the precept for 2017/2018

Copies of the draft Budget and Precept setting had been sent to each parish council member, and the Chairman had also sent an e-mail to everyone to explain the thought process behind the suggested increase/decrease in some figures on the expenditure side. There were three scenarios to consider in respect of the precept: a) the charge remaining the same; b) the charge increasing by 1.1%; and c) the charge increasing by 2%. After a detailed discussion, which included a financial report in respect of the allotments, prepared by Cllr. Jackson, and a few amendments to the draft budget, suggested by Cllr. Jackson, it was agreed that the Precept should remain at £14.28 per annum (per Band D property) with no increase. (Proposed by Cllr. Clark, seconded by Cllr. Greatwood, all in favour). Those who voted in favour were:- Cllr. T. Carbin, Cllr. I. Greatwood, Cllr. E. Clark, Cllr. K. Jackson, Cllr. S. Sawyer, Cllr. P. Fisher, Cllr. V. Packer, Cllr. P. Turner, Cllr. D. Tucker and Cllr. S. Uncles. *(Note: The vote on the Budget was recorded in accordance with the Local Authorities (Standing Orders) (Amendment) (England) regulations 2014 (SUI 165 2014) which came into effect on the 25th February, 2014. Regulation 2 provides that votes at key budget decision meetings by local authorities should be recorded).*

Allotment Matters/Community Orchard

There was nothing to report in respect of the allotments. The Chairman went on to talk about the possibility of naming the community orchard in memory of Roger Pike, who had so kindly donated some of the allotment land. After a short conversation, it was agreed that the orchard should be called 'The Roger Pike Orchard'. As a matter of courtesy, Cllr. Packer said she would contact Mr. Pike's daughters to let them know the Parish Council's decision, and the Chairman said he would get in touch with Mr. Pike's son.

Village Green Application

The Chairman said that the Parish Council had not as yet expressed an opinion on the application but perhaps now the time had come to do so. After some thought, it was agreed that Wiltshire Council should be contacted and informed that the application had the support of the Parish Council. (Proposed by the Chairman, seconded by Cllr. Fisher, five in favour, two against, with three abstentions).

St. Michael's Pre-School update

Cllr. Turner said there would be a meeting shortly between the pre-school representatives and the 'ad hoc' committee of the Parish Council set up at the last PC meeting. Sandra Carleton was in possession of the original Trust Deeds and Cllr. Turner said she would make sure the 'ad hoc' committee had copies. Other than the question of the lease, everything was running smoothly and the official opening of the Pre-School would take place on Saturday, 27th January, between 10.30 and 1 pm.

Hilperton Development Neighbourhood Plan

The Chairman said that although the Parish Council, as the Qualifying Body, did not need to respond to the Reg. 16 consultation, it would seem to be an appropriate course of action and would give an opportunity to clarify the Parish Council's approach to future development. He had sent copies of a

possible response to all parish councillors, which he then read through. With one minor amendment suggested by Cllr. Carbin, it was agreed that this response should go to Wiltshire Council.

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Parish Council Vacancy – Co-option in February, 2018

Notices advertising the vacancy had been placed on all the PC notice boards recently. The Chairman had e-mailed someone in Marsh Road, who had expressed an interest, from whom he was waiting for a reply, and he said the Clerk was about to contact a Greenhill Gardens resident. He stressed the need for individual parish councillors to encourage people from Paxcroft Mead and the Marsh Road end of the village to come forward for co-option.

Maintenance of Open Spaces/Management Companies

Further discussion took place on the subject of the maintenance of open spaces on new developments and the proposal that developers should be asked to maintain the new provision through management companies. This was generally thought to be a bad proposal as these companies were undemocratic and unaccountable to residents. As it seemed Wiltshire Council was unable or unwilling to adopt open spaces and recreational facilities on new developments, and decided to pass them to the first tier council in whose area such developments took place, Cllr. Jackson suggested that a small working group of four people from the Parish Council should be formed to think about the management of possible future funding of open spaces. He envisaged meetings only about every two months and he put his name forward. Cllrs. Fisher and Greatwood also volunteered and it was agreed that as Cllrs. Hayes and House were not at the meeting, they should be asked if they would like to volunteer.

In the meantime, the Clerk had written to Hills Homes asking if they would be prepared to transfer management of the open space at their Devizes Road development to the Parish Council, and was awaiting a response from one of their directors.

Public Sector Deposit Fund/CCLA

At a conference the Chairman had attended recently, he found information relating to the Public Sector Deposit Fund/CCLA, whereby local authorities could make an initial investment of just £25,000 (or more), the yield being 0.35% and access being the same day. Although not a great return, the credit rating was high and at least the Parish Council would see some interest on its investment. It was agreed that the Parish Council should go down this route and that the Chairman and Clerk should liaise to see how much would be appropriate to invest and report back. (Proposed by Cllr. Jackson, seconded by Cllr. Packer, all in favour).

Parish Councillors' e-mail Addresses

The Chairman said that once a new parish councillor had been co-opted, things could move forward and the e-mail addresses would be up and running by May.

Works for the Parish Steward

The Chairman said that the Steward would be in the village on the first Monday and Tuesday of February and he asked members to contact him with recommendations for work to be done.

Village Hall: Section 19 Grant Request

Cllrs. Clark and Turner declared that they were both trustees of the Village Hall but derived no pecuniary benefit.

The Chairman reminded members of the background to what had become an annual request for funding for the maintenance of the playing fields plus 25% of the public liability insurance, less the football income. In line with grants made previously, the figures taken from the Village Hall accounts for the year ended 31st May, 20127, were:-

Grounds Maintenance	£3,024.00
Plus 25% public liability insurance	<u>£294.42</u>

	£3,318.42
Less football income after deducting 25% of shower and heating costs	<u>£704.25</u>
	<u>£2,614.17</u>

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It was agreed that a Section 19 grant should be made in the sum of £2,614.17 (proposed by Cllr. Carbin, seconded by Cllr. Greatwood, eight in favour with two abstentions. *Note: Cllr. Sawyer, although a member of the Village Hall Committee, voted as she did not derive any financial benefit from her membership. Cllrs. Clark and Turner asked for their abstention to be noted.*

1st Hilperton Cub Scout Group: Section 137 Grant Request

Members referred to the presentation made before the start of the meeting. A breakdown of what any grant would be spent on had been provided, which showed that to make the community garden more accessible, to encourage wildlife, to promote a safe area for users of the garden and to assist with youth group challenges, would cost a total of £1,235. All the necessary work would be carried out by the Cubs, leaders, and parents. A discussion followed, and it was agreed that the Parish Council would make a Section 137 grant of 50% of the total cost, i.e. £617.50. The Cub Scout Group should then be encouraged to approach the Trowbridge Area Board for the other 50%. (Proposed by Cllr. Turner, seconded by Cllr. Packer, all in favour).

St. Michael's PCC: Request for a Grant under Section 2 of the Parish Councils Act 1957

A presentation had been made earlier, and the Chairman stated that under the above act a parish council could provide, maintain and light such public clocks within the parish as they considered necessary. St. Michael and All Angels Church had received a quote for the restoration of the clock dial facing the front of the church at a cost of £1,325 (no VAT added). This would involve hiring scaffolding at a cost of £495 plus VAT, making a grand total of £1,919. A discussion followed and it was agreed that a grant for the whole amount of £1,919 should be made. (Proposed by Cllr. Fisher, seconded by Cllr. Packer, nine in favour with one abstention).

Defibrillators – Update

Since the last meeting the Clerk had written to the owner of the Lion and Fiddle, the Chairman of the Village Hall and Revd. John Rees, asking if they would be happy to keep a defibrillator on their premises. She had not yet received any replies. It was agreed that this should be discussed further at the February PC meeting.

WALC – Nominations for Buckingham Palace Garden Party in June, 2018

A letter had been received from WALC seeking nominations for the Wiltshire allocation to a garden party on the 5th June. It was agreed that the letter should be acknowledged and noted.

9. PLANNING MATTERS

Applications

There were none.

Decisions

17/10508/FUL: 11 Horse Road

Removal of existing conservatory and replacement with a new single storey extension; creation of new first floor extension and internal alterations – permission given.

17/10447/FUL: New Barn Farm, Whaddon Lane

Retrospective wooden deck to the rear of the farm office and welfare facility – permission given.

10. CORRESPONDENCE

Letter of thanks from one of the charity recipients.

11. PUBLICATIONS

- a) Local Council Review – Winter, 2017
- b) The Clerk – January, 2018
- c) Clerks and Councils Direct – January, 2018

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12. ACCOUNTS

Payments authorised since the last meeting:

Id Verde – planting/maintenance of planters for November, 2017 (including £20.27 VAT)	£121.60
Hilperton Village Club – Christmas refreshments (Chairman’s Allowance)	£83.90
Mark Newbery – Hard core, screws etc. for orchard shed	£28.05
Wiltshire Council – Grant contribution for Newhurst Park bollards	£250.00

Payments authorised this meeting:

Clerk’s Salary for January, 2018	£490.00	
Clerk’s Expenses	£233.77	£723.77
Id Verde – planting/maintenance of planters for December, 2017 (including £20.27 VAT)		£121.60
CPRE Subscription		£36.00
WALC/NALC Subscription (pro-rata 1/1/18 to 31/3/18) (including £20.27 VAT)		£267.72

13. ITEMS FOR FUTURE AGENDAS

There were none.

14. ITEMS FOR PARISH NEWS/LOCAL PRESS

- a) Precept – zero increase
- b) Grants given
- c) Naming of Community Orchard

15. DATE OF THE NEXT MEETING

Tuesday, 20th February, 2018.

The meeting closed at 9.13 p.m.

Signed Date