

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL  
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,  
at 7.45 p.m. on Tuesday, 20<sup>th</sup> March, 2018**

There were no members of the public present.

<b>PRESENT</b>	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. R. House	Cllr. D. Tucker
	Cllr. K. Hayes	Cllr. D. Swift
	Cllr. I. Greatwood	

*Before the start of the meeting, newly co-opted parish councillor Swift signed his Declaration of Acceptance of Office. The Chairman declared the meeting open at 7.48 p.m.*

### **1. APOLOGIES FOR ABSENCE**

There were none.

### **DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS**

There were none.

### **3. MINUTES**

The Minutes of the Parish Council held meeting on the 20<sup>th</sup> February, 2018, were approved and signed.

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

Minute 8 – Village Hall Trust Deed: The Clerk had written to the Chairman of the Village Hall.

Minute 8 – Road surface of Wyke Road: The Clerk had written to the resident concerned and the Chairman had contacted CATG about the issue.

Minute 8 – CCLA: The Clerk said that the application forms were almost completed and she asked the agreed Directors/Signatories to stay behind after the meeting to sign the forms where necessary.

### **5. ANNOUNCEMENTS FROM THE CHAIR**

The Chairman welcomed Cllr. Swift to the Parish Council. He said that the 'Great British Litter Pick' had had to be postponed due to bad weather. He also gave details of the 'Battle's Over' bell ringing event in November, 2018.

### **6. WILTSHIRE COUNCILLOR**

Cllr. Clark said that the public consultation concerning the removal of some double yellow lines and the possible creation of new ones would begin on the 23<sup>rd</sup> March. He said that he had informed the Area Board that in the 'reserve or future years' table he wished to add Wyke Road (part only, between Elizabeth Way and Marsh Road). He asked the Clerk to again contact the resident who voiced his concerns about the road surface to inform him of this. Cllr. Clark was also happy to report that the 1<sup>st</sup> Hilperton Cubs were successful in their bid to secure a grant from the Area Board to further enhance the community garden in Horse Road.

### **7. POLICE**

PCSO Melissa Glover was unable to attend the meeting, and the report she had sent had been forwarded by the Clerk to parish councillors.

## **8. ITEMS FOR REPORT AND DISCUSSION**

### **Allotment Matters/Community Orchard**

The Clerk said that all the invoices for 2018/2019 had been sent out to existing plot holders and – where necessary – Tenancy Agreements had also been prepared and sent to new tenants.

### **St. Michael's Pre-School – update on Lease**

The Clerk had discovered the whereabouts of the 'missing' 1936 conveyance and plans, which she had passed to Cllr. Turner. The documents had confirmed that any pre-emption rights had ceased on the death of Mr. Roger Pike. Cllr. Turner said that it was likely that a seven-year lease would be prepared and this matter would be dealt with by the Village Hall Management Committee.

### **Neighbourhood Plan Update**

The Chairman confirmed that the Inspector whose selection had been endorsed by the Parish Council would shortly be taking written representations, and so by the summer her thoughts on the Neighbourhood Plan would be made known and the referendum would then begin.

### **St. Michael's Close – Resurfacing of pavement**

The Chairman said that since the last meeting a fresh estimate had been received in the amount of £11,514, bringing any Parish Council contribution down to £2,300. After a short discussion it was again agreed that the Parish Council should decline the request to make a contribution to this scheme. (Proposed by Cllr. Turner, seconded by Cllr Sawyer, twelve in favour, one against).

### **Works for the Parish Steward**

The Chairman asked members to contact him with details of work that needed to be done on the Parish Steward's next visit early in April.

### **CPRE Wiltshire/The Hills Group: Best Kept Village Competition**

Details of the 2018 competition had been received and it was agreed that the Parish Council should send an entry.

### **Defibrillators – update**

The Clerk had now heard back from both Revd. Rees and the manager of Marsh Stores, who both agreed in principle to host a defibrillator on their premises, making four locations in all (including the Village Hall and the Lion and Fiddle). It was therefore agreed to move forward with this initiative, and establish what the purchase and running costs might be. The Chairman had heard of a scheme whereby defibrillators could be rented and these would be installed and serviced at an agreed annual sum. This might prove to be a more appropriate method and he said he would investigate further and report back.

### **Request for a Grant from Carers in Wiltshire**

Together with the grant request, information had been sent to the Clerk concerning the number of carers supported in the parish. There were currently 128 unpaid carers, with 25 new ones registered with the charity over the past twelve months. It was agreed that a Section 137 grant of £1,000 should be given to support the 'Time for Carers appeal' (Proposed by Cllr. Hayes, seconded by Cllr. Greatwood, all in favour).

### **Parish Council Bank Account – Ratification of extra Signatories**

The addition of Cllrs. Carbin, House and Uncles as signatories to the bank account was formally ratified by the Parish Council. (Proposed by the Chairman, seconded by the Vice-Chairman, all in favour). The Clerk asked the new signatories to stay behind for a few minutes at the end of the meeting to complete and sign the necessary bank forms.

### **Annual Parish Assembly – Tuesday, 1<sup>st</sup> May, 2018**

The Chairman said the Annual Assembly would be held in the Village Hall, commencing at 7.30 p.m. He would be unable to attend this year and so at the start of the meeting a new Chairman would need to be voted for to conduct proceedings. In the likely event that this would fall to the Vice-Chairman, the Clerk said she would prepare a report for him.

### **Parish Councillors' E-mail Addresses**

After reading a Wiltshire Council Group Leaders Briefing note on registration for data protection, the Chairman wondered if the Parish Council would be better off removing any electronic means of communicating with residents. After a short discussion it was unanimously agreed that, as the Parish Council was registered as a data controller, councillors should not publish any e-mail addresses, and anyone wishing to e-mail a parish councillor would need to use the 'Contact' function on the HPC website and go via the Clerk.

### **Representative at the April Wiltshire Council Western Area Planning Committee**

The Chairman referred to a particular planning application where it would be beneficial to have a member of the Parish Council present at the planning committee meeting on the 4<sup>th</sup> April (3pm start time) to put forward the PC's opinion. Cllr. Fisher volunteered to attend and it was agreed that she should represent the Parish Council on this occasion.

## **9. PLANNING MATTERS**

### **Applications**

18/01569/TCA: Oriel House, 74 Hill Street – Mrs K. Hannah

Works to trees in a conservation area: Mulberry – prune and reduce branches and reshape; 6 Damson trees – reduce branches and shape; Ornamental Cherry tree – prune and reduce

It was agreed that the Parish Council should support the decision made by the landscape officer.

18/01904/FUL: Paxcroft Farm, Paxcroft – Mr. T. Oatley

Change of use of two agricultural buildings to general B uses (units 13 and 21); extension to unit 20 (in existing B use); and creation of two parking strip sand associated works

It was agreed that as this proposal would keep employment within the parish, it should be fully supported.

18/01952/TCA: 209 Church Street – Mr. W. Smith

Works to trees in a conservation area: T1, Spruce – remove

It was agreed that the Parish Council should support the decision made by the landscape officer.

18/02158/FUL: 2 Kings Gardens – Mr. Parfitt

Single store rear extension

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

### **Decisions**

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

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

18/00759/TCA: The Chase, Church Street

Works to trees in a conservation area – no objection.

18/00896/TCA: Woodcote, 112 Church Street

Works to trees in a conservation area – no objection.

**10. CORRESPONDENCE**

None received.

**11. PUBLICATIONS**

- a) Clerks and Councils Direct – March, 2018
- b) Paxcroft Mead Community Centre Management Committee: Minutes of meetings held on the 6<sup>th</sup> February and the 6<sup>th</sup> March, 2018, and agendas for meetings on the 6<sup>th</sup> March and 3<sup>rd</sup> April, 2018.
- c) The Clerk – March, 2018
- d) WALC Newsletter – March, 2018

**12. ACCOUNTS****Payments authorised****Payments authorised this meeting:**

Clerk's Salary for March, 2018	£490.00)	
Clerk's Expenses	£230.35)	£720.35
Id Verde – planting/maintenance of planters for February, 2018 (including £20.27 VAT)		£121.60

**13. ITEMS FOR FUTURE AGENDAS**

There were none.

**14. ITEMS FOR PARISH NEWS/LOCAL PRESS**

- a) New Parish Councillor
- b) Details of the Annual Parish Assembly
- c) Grant given to Carers in Wiltshire
- d) Defibrillators update
- e) Best Kept Village competition 2018

**15. DATE OF THE NEXT MEETING**

Tuesday, 17<sup>th</sup> April, 2018.

The meeting closed at 8.30 p.m.

Signed ..... Date .....