

**MINUTES OF THE ANNUAL MEETING OF HILPERTON PARISH COUNCIL
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,
at 7.45 p.m. on Tuesday, 21st May, 2019**

There were no members of the public present.

PRESENT	Cllr. E. Clark	Cllr. P. Fisher
	Cllr. S. Sawyer	Cllr. S. Uncles
	Cllr. R. House	Cllr. T. Carbin
	Cllr. K. Hayes	Cllr. P. Turner

1a) ELECTION OF CHAIRMAN

Cllr. Ernie Clark was elected Chairman

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

The Chairman signed the Declaration of Acceptance of Office.

1b) ELECTION OF VICE-CHAIRMAN

Cllr. Turner was elected Vice-Chairman

(Proposed by Cllr. Carbin, seconded by Cllr. House, all in favour)

2. APPOINTMENT OF PLANNING COMMITTEE AND OTHER REPRESENTATIVES

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

Footpath Representative: Cllr. Turner

Village Hall Representative: Cllr. Clark (ex officio)

War Memorial Plants and Flowers: Mrs L. House

Allotments Representative: Cllr. House

Tree Warden: Cllr. Fisher

Area Board Representative: Cllr. Turner

Risk-Assessment Sub-Committee: Cllrs. Clark and Turner, and the Clerk

3. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs. Packer, Swift, Jackson and Greatwood.

4. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

There were none.

5. MINUTES

The Minutes of the Parish Council meeting held on the 16th April, 2019, were approved and signed.

The Minutes of the Annual Parish Assembly held on the 7th May, 2019, were noted.

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

Minute 8 – Offsite Children's Play Contributions: The Chairman had learned that there would be no Community Infrastructure Levy from the Hills Development along Devizes Road as their outline planning permission had been given before the levy came into force. In addition, the Charlcombe Homes development was not likely to commence for some time.

Minute 8 – Additional Village Maintenance: The Clerk had been in touch with Id Verde to set in motion this year's additional grass cutting.

Minute 8 – Hire of the Village Hall for Humanist Funerals: The Clerk had informed the Chairman of the Village Hall Committee that the Parish Council did not have any objection to the use of the hall in this way.

7. ANNOUNCEMENTS FROM THE CHAIR

- a) The Chairman referred to the item on the agenda regarding the appeal in respect of the land East of Rectory Barn, Whaddon.
- b) He wondered if parish councillors could give some thought to the possibility of having the Annual Parish Assembly and the Annual Meeting on the same evening, starting from next May – this matter to be discussed at the June PC meeting.

8. WILTSHIRE COUNCILLOR

Cllr. Clark had attended a full WC meeting earlier in the day, when the leader, Jane Scott, had announced her resignation from the 9th July. It was uncertain at this stage who would replace her.

MP Michelle Donelan had arranged a meeting with Cllr. Clark on the 31st May, and he said he would mention the problem of traffic noise along Elizabeth Way.

9. POLICE

Newly-appointed PCSO Matthew Till introduced himself to parish councillors and gave them details of local crimes over the past month.

10. ITEMS FOR REPORT AND DISCUSSION

Annual Parish Assembly

The Chairman reported that of the fourteen people present, only four had been members of the public.

Allotment Matters/Community Orchard

Cllr. House said that he had not yet received a quote for the timber ramp.

There were currently two vacant allotment plots, but one current plot holder had expressed an interest in taking on a second plot, and members of the parish council could see no problem with this.

Cllr. Jackson had prepared a graph showing costs and revenue to the 31st March, 2019, plus ongoing projections. He thought that if a projected annual surplus of around £2,400 could be achieved between plot rental incomes and running costs, then project break-even would be achieved by the end of the April, 2021/March 2022 financial year. Thereafter, the annual surplus would contribute in full to the parish finances. This was encouraging news, and the Clerk was asked to write and thank Cllr. Jackson for his efforts.

Works for the Parish Steward

The Parish Steward was due in the village on the 3rd and 4th June and the Chairman asked members to contact him by the end of the week with details of work that needed doing.

Defibrillators – update

With the defibrillator having already been installed at the Village Hall and the one for St. Mary's Church ordered, the Chairman said that things were now steadily moving forward. After a short discussion he said that as, in theory, defibrillators did not need to be fitted to an electricity supply, he would contact the South Western Ambulance Service to find out how low the temperature would have to get before it affected their performance.

Local Wiltshire Council Highways Town and Parish Meetings

Cllr. Greatwood had been intending to report on the meeting at County Hall on the 15th May but, as he had given his apologies for the PC meeting, it was agreed to add this to the June agenda.

Elizabeth Way – Possible Painting of ‘30’ Roundels on the Road Surface

The Chairman had recently been in touch with Kirsty Rose at WC about the high percentage of speeding vehicles entering Hilperton along the Trowbridge Road. He felt it would be helpful to get ‘30’ roundels painted onto the road surface of Elizabeth Way as this might also slow people down as they navigated the roundabout to go along Hilperton Drive. Ms. Rose had suggested raising this as an Area Board issue which could be added to the next CATG agenda for funding approval. After a short discussion, it was agreed that this would be a good way forward.

Dog Fouling along Elizabeth Way

After having consulted an officer at WC about the possibility of installing a dog bin in the area most affected, the Chairman said that the only way this could be achieved would be for WC to remove one of their bins from another part of the village and put it where it was needed along Elizabeth Way. Otherwise a new bin would have to be bought and installed by the Parish Council, who would also have to arrange for it to be emptied. This was not positive news but the Chairman said he would ask the WC officer for a list of their bins throughout the village so that this matter could be discussed further.

Summer Village Maintenance

Cllr. Turner kindly offered to clean the pump area and paint the pump, if needed. The Chairman said he would teak oil the Blind House door.

11. PLANNING MATTERS

Applications

19/03294/FUL and 19/03713/LBC: Dr. P. Meats, Woodcote House, 112 Church Street
Construction of a single storey garage (amendments to 18/10533/FUL and 18/11015/LBC). Change to white rendered walls from brick to match existing listed building.

It was agreed that no objection should be made to this proposal.

19/04175/TCA: Mrs K. Hannah, Oriel House, 74 Hill Street

Felling of trees in a conservation area: Lilac, Elder, Yew, Cypress, Deciduous Cypress, Spindle
This work had already been approved by the planning authority.

19/02369/FUL: Mr. P. Otterwell, 1a Horse Road

Demolition of existing double garage and construction of side extension with integral garage and car port – amended plans

It was agreed that no objection should be made to the amendments.

Decisions

10/00239/FUL: 5 Hammond Way

Creation of vehicular access – approval given

Planning Appeal

18/07199/FUL: Land east of Rectory Barn, Whaddon

Appeal made by Ms. S. Evans against the decision of Wiltshire Council to refuse planning permission for the erection of a holiday cabin – Appeal dismissed.

12 CORRESPONDENCE

a) CPRE Wiltshire – Notification of AGM at Bowood House on the 20th June, 2019

21/2019

13. PUBLICATIONS

- a) CPRE – Field Work, Spring, 2019; Countryside Voice, Spring, 2019; Wiltshire Voice, May, 2019
- b) Clerks and Councils Direct – May, 2019
- c) Local Council Review – Spring, 2019

14. ACCOUNTS

Adoption of the Accounts for the year ended 31st March, 2019

It was unanimously agreed that the accounts for the year ended 31st March, 2019, should be adopted.

Payments authorised since the last meeting:

South Western Ambulance Service NHS Foundation Trust – Defibrillator for the Village Hall (including £360 VAT)	£2,160.00
Mrs L. House – Maintenance of plants and sweeping at the War Memorial	£360.00
Information Commissioner’s Office – Data protection fee for the year ended 13 th June, 2019	£40.00

Payments authorised this meeting:

Clerk’s Salary for May, 2019	£512.00
Clerk’s Expenses (including office rental)	£700.36
Water2Businasas – Water supply for the allotments from 19/10/2018 to 08/04/2019	£25.54
WALC Annual subscription (including £184.70 VAT)	£1,108.70
South Western Ambulance Service NHS Foundation Trust – Defibrillator for St. Mary’s Church (including £200 VAT)	£1,200.00
Information Commissioner’s Office – Data protection fee for the year Commencing 14 th June, 2019	£40.00
Local Council Review – Annual subscription	£51.00
Came and Company – Annual Insurance premium	£1,017.85
R. A. Book Keeping – Internal audit for the year ended 31/3/19	£85.00

15. ITEMS FOR FUTURE AGENDAS

a) Play equipment (this to be a future agenda item as and when CIL and section 106 monies were received).

16. ITEMS FOR PARISH NEWS/LOCAL PRESS

Pre-meet notes had been sent to Michael Gamble by the Clerk.

17. DATE OF NEXT MEETING

Tuesday, 18th June, 2019

AGENDA PART TWO - Defibrillators

Under Standing Order 68, the following item was classified as confidential

The Chairman informed members that there was an electrical issue with regard to the instillation of a defibrillator at one of the venues in the village. The electrician would need to carry out an investigation in more detail and the cost for this would be £50 + VAT. It was agreed that, in the first instance, the Chairman should contact the proprietor about this matter.

The meeting closed at 9.05 p.m.

Signed Date