

**MINUTES OF A MEETING OF HILPERTON PARISH COUNCIL  
HELD AT THE VILLAGE HALL, WHADDON LANE, HILPERTON,  
at 7.45 p.m. on Tuesday, 17<sup>th</sup> March, 2020**

There was one member of the public present.

<b>PRESENT</b>	Cllr. E. Clark	Cllr. S. Sawyer
	Cllr. S. Uncles	Cllr. R. House
	Cllr. K. Hayes	Cllr. D. Swift
	Cllr. G. Boreham	Cllr. P. Turner
	Cllr. D. Smokcum	Cllr. P. Fisher
	Cllr. D. Tucker	Cllr. T. Carbin
	Cllr. C. Prett	

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

Apologies were received from the Clerk, Marylyn Timms.

### **2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST**

Planning application 20/00743/FUL: Cllr. Carbin, being a tenant of the applicant.

### **3. MINUTES**

The Minutes of the Parish Council meeting held on the 18<sup>th</sup> February, 2020, were approved and signed.

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

Minute 8 – Trowbridge Town Council Speed Indicator Devices: The Clerk had been in touch with Lance Allan to express the Parish Council's interest. The Chairman said that the Area Board had recently approved the grant the Town Council had applied for to cover the capital costs.

Minute 8 – Trowbridge Town Council Road Sweeper Scheme: The Clerk had been in touch with Carl Maddox at the Town Council to say that the Parish Council would like to hire the sweeper around three times a year. She had also asked when it would next be available and he had suggested any time after the 1<sup>st</sup> April.

Minute 8 – Street names for The Grange development: The Clerk had sent the authorisation form back to the developer for onward forwarding to Wiltshire Council.

Minute 8 – New road signs to be funded by the Parish Council – A361 Helpswell Road: The Clerk had contacted Kirsty Rose at WC to say that the Parish Council would cover the cost of the new road signs. She said an invoice would be sent when the work was completed.

Minute 8 – Highways Improvement request re: speeding along Marsh Road: The Clerk had contacted the resident concerned to let him know that, whilst the Parish Council had sympathy with his concerns, it did not feel able to support the suggestions on his request form. She had then gone on to explain what steps the Parish Council was taking to reduce the volume of traffic still using the village.

Minute 8 – CATG meeting in January re: noise pollution along Elizabeth Way: The Clerk had e-mailed Kirsty Rose since the last meeting, who had then contacted Chris Manns. He, in turn, had sent his response which the Clerk had forwarded to the Chairman and Cllr. Hayes.

Minute 8 – Childrens' Play Area at Stourton Park: The Clerk had been in touch with Fiona Waind at W.C., who had then asked Idverde to provide a quote for the repair of the fence, etc. It had not yet been received.

Minute 8 – Ashton Road 'Top' Closure Barrier: The Clerk had contacted Pat Whyte at W.C. who said that there might be some money in his sign maintenance budget to pay for the provision of a third barrier. He had now ordered one from Ringway.

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

The Chairman said that a display had been held recently by the developers, Barratts, at the Village Hall, concerning their plans to develop land on the Trowbridge side of Elizabeth Way.

## **6. WILTSHIRE COUNCILLOR**

Cllr. Clark said that the budget was approved at the February meeting of Wiltshire Council. He also said that a £20,000 grant to Trowbridge Town Council in respect of the Longfield Play area had been approved.

## **7. POLICE**

PC Matthew Till was not in attendance but had sent a report on recent local crimes, a copy of which is held on file.

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

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

The Clerk had sent out all the invoices for the coming financial year, and she had received a number of payments. A few tenants had indicated that they did not want to continue with their plots (two received from Cllr. House and one from the Clerk which she had passed on to him). Cllr. House said there had been a lot of wind damage during the recent storms.

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

The Chairman asked parish councillors to send him details of work that needed to be carried out on the Parish Steward's next visit.

### **Defibrillators – update**

The Chairman said he was still waiting for the electrician to contact him with a date when he would be able to install the final two defibrillators.

### **Request to support doubling Tree Cover in the Parish**

Since the last meeting, the Clerk had contacted Julie Booth and asked her if she would be willing to become the third 'volunteer'. She had enthusiastically agreed and the Clerk had given her the contact details of Cllrs. Smokcum and Swift.

The Clerk had then contacted the Village Hall secretary about the possibility of planting some trees in the top left-hand corner of the playing field. The Village Hall Committee had since met and were in support of planting new trees in that area but had added that these would need to be maintained by the Parish Council whilst they were establishing. The committee had also discussed the leylandii in the park area, but were not in favour of replacing these as they acted as shelter and shade for families and children using the play area.

After a discussion, it was agreed that a maximum of £7,000 should be put aside to purchase new trees, this to include planting, protection, etc. (Proposed by Cllr. Boreham, seconded by Cllr. Prevett, twelve in favour, with one abstention).

### **Wiltshire Council Open Space Survey**

The Chairman gave details of the Wiltshire Council's Open Space survey. Because of time restrictions, he and the Clerk had responded on behalf of the Parish Council. Wiltshire Council had also asked for residents to have their input into the study, details of which were now on the PC website. The Clerk had also made copies of the household survey, which were distributed to members.

**Hilperton Speed Surveys**

There being no area identified in the 2019 speed survey as being suitable for a 20mph zone, the Chairman had contacted Kirsty Rose to ask what options might be available for the amount of money in the Parish Council's budget for traffic calming.

**CGR – Confirmation of Public Meetings**

The Chairman said that the Trowbridge meeting would take place on the 6<sup>th</sup> May, at 7pm in the Council Chamber at County Hall.

**CPRE – Best Kept Village Competition**

After a short discussion, it was agreed that the Parish Council should enter Hilperton in the 2020 competition in the Large Village category. Attention should be drawn on the application form to a few problem areas in the village, like Church Farm (awaiting redevelopment) and Greenhill Gardens. The community orchard should be designated as an area dedicated to nature conservation, and mention should be made of Hilperton's inclusion in the Domesday Book.

**Repairs to the Blind House Door**

The Chairman said that the bottom of the door needed some repair work, and it was agreed that Mark Packer should be approached to see if he would take a look and to give an estimate. Cllr. Boreham also said he would make an inspection to see what needed to be done.

*(Note: If only one quote received, the cost should not be over the limit stated in Standing Orders).*

**Wiltshire Council – Improvement/Enhancement of Bus Services in Wiltshire**

A briefing note had been received from Wiltshire Council on how to make suggestions for improved or enhanced bus services in Wiltshire. The Chairman had forwarded details to parish councillors and it was agreed that they would reply individually, as they saw fit.

**Grant Request from Hilperton Explorers towards the provision of toilet facilities at Whaddon Church.** No information had been received so no discussion could be made.**9. PLANNING MATTERS****Applications**

20/00743/FUL: Mr. I. Cradock, New Barn Farm, Whaddon Lane

Creation of a new track

It was agreed that a 'no comment' response should be made.

20/01216/VAR: Mrs D. Wozniak, 4 Marshmead

Variation of condition 7 of 16/02045/FUL (erection of one detached dwelling) to allow block paving to be used instead of tarmac for the new parking spaces/driveway.

It was agreed that this application should be supported.

20/01402/FUL and 20/02210/LBC: Willowbrook Barn, Whaddon Lane

Single room ground floor extension, with west facing set of folding doors.

It was agreed that this application (full and listed building consent) should be supported. (Twelve in favour, with one abstention by the Chairman).

**Decisions**

None received.

**10. CORRESPONDENCE**

None received.

**11. PUBLICATIONS**

- a) Clerks and Councils Direct – March, 2020.  
 b) WALC Newsletter – March, 2020

**12. ACCOUNTS****Payments authorised since the last meeting:**

IdVerde – planting/maintenance of planters, February, 2020 (including £20.27 VAT)	£121.60
IdVerde – extra grass cutting, February, 2020 (including £36.75 VAT)	£220.48
Wiltshire Council – contribution towards the Whaddon Lane Terminal signs	£80.00
Friends of Great Lees Field – Book on the use of land (Chairman's Allowance)	£40.00

**Payments authorised this meeting:**

Clerk's Salary for March, 2020	£512.00)	
Clerk's Expenses*	£287.20)	£799.20
*including bulk purchase of 1 <sup>st</sup> and 2 <sup>nd</sup> class stamps		
Clerks and Councils Direct - Annual subscription		£12.00
Mr. E. Clark – Chairman's Allowance		£42.65

*(Proposed by Cllr. Carbin, seconded by Cllr. Sawyer, twelve in favour  
with one abstention by the Chairman)*

**13. ITEMS FOR FUTURE AGENDAS**

There were none.

**14. ITEMS FOR PARISH NEWS**

Deadline date - 21<sup>st</sup> March.

**15. DATE OF NEXT MEETING**

Tuesday, 21<sup>st</sup> April, 2020

**EMERGENCY ITEMS – COVID 19 (Coronavirus)****16. COVID 19 – Delegation to Officer**

It was agreed that the Parish Council should delegate to the Parish Clerk, or the Chairman or Vice-Chairman, all necessary actions required of the council to continue its activities and to respond to the requirements of the government, Wiltshire Council and other appropriate authorities.  
 (Proposed by the Chairman, seconded by Cllr. Fisher, all in favour)

**17. COVID 19 – Financial Implications**

It was agreed that all non-urgent and non-contractual expenditure should be suspended, subject to review of individual items by the Parish Clerk, the Chairman or the Vice-Chairman, and that all decisions necessary to limit the financial impact on the council should be considered and implemented as necessary. (Proposed by the Chairman, seconded by Cllr. Boreham, all in favour).

**18. COVID 19 – Meeting Arrangements**

It was agreed that, subject to any requirements of the government that a number of councillors should be required to self-isolate, then all council meetings during the period should be suspended. Urgent decisions, including responses to planning applications, should be delegated to the Parish Clerk, the

Chairman or the Vice-Chairman. In the case of planning applications, an e-mail should be sent to all parish councillors asking for their comments and giving them three working days to reply.  
(Proposed by the Chairman, seconded by Cllr. Carbin, all in favour).

**19. COVID 19 – Other Matters**

It was agreed that a Steering Group, comprising Cllrs. Boreham, Carbin, Clark and Turner, should meet at 7pm on the 18<sup>th</sup> March to try to find ways of helping the parish during the pandemic.

The meeting closed at 9.05 pm.

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