

**MINUTES OF THE ANNUAL MEETING OF HILPERTON PARISH COUNCIL HELD AT  
THE VILLAGE HALL, WHADDON LANE,  
at 7.30 p.m. on Tuesday, 17<sup>th</sup> May, 2022**

There were six members of the public present.

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

**1a. ELECTION OF CHAIRMAN**

Cllr. Clark was elected Chairman (proposed by Cllr. Uncles, seconded by Cllr. Sawyer, 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. Sawyer, seconded by Cllr. Carbin, all in favour).

**2. APPOINTMENT OF PLANNING COMMITTEE AND OTHER REPRESENTATIVES**

**Planning Committee:** Cllrs. Sawyer, Fisher, Uncles and Boreham, with Cllr. Clark ex officio.  
Substitutes: Cllrs. House and Allan.

**Footpath Representative:** Cllr. Turner.

**Village Hall Representative:** Cllr. Clark (ex officio)

**War Memorial Plants and Flowers:** Mrs Lesley House

**Allotments Representative:** Cllr. House

**Tree Wardens:** Cllrs. Smokcum and Allan

**Area Board Representative:** Cllr. Boreham

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

*The Chairman adjourned the meeting at 7.35 pm to enable Camilla Forest to speak about her request for Wiltshire Council to install permanent bollards on grass verges in Marshmead, for which she required the Parish Council's support. Rev. John Rees then gave the reasons why a grant request had been submitted to the Parish Council for assistance towards the purchase of a new carpet for the aisle and transept of St. Michael's Church. The Chairman declared the meeting open at 7.44 pm.*

**3. APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs. Smokcum and Fisher.

**4. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS**

Minute 8 – Grant request from St. Michael's and All Angels: The Chairman, in view of his small annual contribution to St. Michael's church.

**5. MINUTES**

The Minutes of the Parish Council meeting held on the 19<sup>th</sup> April, 2022, were approved and signed.

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

Minute 8 – Street naming at the Church Farm development: The Parish Council's choice of Church Farm Close had been sent to the developers for onward submission to Wiltshire Council.

Minute 8 – Repairs to the bus shelter at the top of Hill Street: The Clerk had taken some photos of the shelter and had forwarded them to Michael Grant. He had since been to see what would need to be done and would come back with a quote.

## 7. ANNOUNCEMENTS FROM THE CHAIR

- a) The Chairman said that the police and Wiltshire Council were investigating issues regarding parking at the garden centre in Marsh Road, and the house opposite.
- b) He said that work on installing the new play equipment at the Village Hall play area was under way and a grant of £5,000 had been received from the Area Board.

## 8. WILTSHIRE COUNCILLOR

Cllr. Clark said that a (somewhat premature) sign advertising Bellway Homes had been erected along Elizabeth Way. The Parish Council would, in due course, be asked to provide street names. and it would be worth thinking about this now.

## 9. POLICE

PCSO Jack Thomas had given his apologies.

## 10. ITEMS FOR REPORT AND DISCUSSION

### **Wiltshire Council Local Plan: Update**

Dr. Celia Beckett was in attendance and again gave a comprehensive update on progress, including information that the flier had been printed and was ready to be distributed. She referred to the traffic survey (request form handed to the Clerk), and the Chairman said he would talk to her about which roads should be included.

The group would have a presence at the Jubilee fete to see if any local residents would like to join the campaign. They would also be looking for volunteers for flood wardens etc. Dr. Beckett said it would be useful to have a gazebo near the Village Hall for the working group.

A response from Natural England, following Dr. Beckett's contact with them, was positive and she felt they would be a natural ally. She was also trying to forge contacts with other organisations and local councils, but had yet to hear from Bradford-on-Avon.

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

Cllr. House said that a termination of tenancy notice had been sent recently to one plot holder, and new tenants were already looking forward to taking on the plot. He said the trees in the orchard were looking good, and the Parish Council might expect to hear shortly from the Allotments Association regarding a request from a tenant to create a small wildlife pond in the corner of the orchard.

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

As usual, the Chairman asked members to contact him if they knew of jobs that needed to be done. The steward's scheduled visits over the next few months were:- 30<sup>th</sup> and 31<sup>st</sup> May; 27<sup>th</sup> and 28<sup>th</sup> June; 25<sup>th</sup> and 26<sup>th</sup> July; and the 18<sup>th</sup> and 22<sup>nd</sup> August.

### **Queen Elizabeth's Platinum Jubilee, 2022**

The Chairman and the Clerk had recently taken Jubilee commemorative mugs to the school and pre-school. The Clerk had brought a few to the meeting for parish councillors, and the rest would be sold at the Jubilee fete. Sutcliffe Play were in the process of installing the play equipment and the work should be completed by the end of the week. Cllr. Turner confirmed that the Jubilee fete would open at 1pm on the 4<sup>th</sup> June.

### **Speed Indicator Devices**

The Chairman re-iterated the comments he made at the Parish Assembly, saying that Wiltshire Council had tightened up its rules and would not allow any equipment to be placed on lamp posts for longer than two weeks at a time. So the Parish Council would have to think about buying some devices, as other parish councils had done. He would make enquiries about this and report back.

### **Grant request from St. Michael and All Angels Church**

Discussion took place on this request, and Rev. Rees's comments that the church – alongside religious events – was used for concerts, art exhibitions, flower festivals and the like, so contributing to the social wellbeing of the village. It was agreed that a Section 19 grant of £1,000 should be made towards the purchase of a new carpet. (Proposed by Cllr. House, seconded by Cllr. Carbin, ten in favour with one abstention from the Chairman).

### **Grant request from HELP Counselling Services**

The Clerk had been informed that over the past year 31 individuals in the parish of Hilperton had received assistance from HELP, amounting to 400 sessions. It was agreed that a Section 137 grant of £600 should be made. (Proposed by Cllr. Hayes, seconded by Cllr. Uncles, all in favour).

### **Greenhill Gardens: Grit bin and request for more lighting**

Cllr. Uncles confirmed that Pat Whyte of Wiltshire Council had retired, and he was now dealing with Martin Rose of the highways support team. He hadn't heard anything from Mr. Rose recently so would chase up the matter of the grit bin. On the subject of the lighting, Cllr. Uncles had taken photos of where lights should be placed, and he had sent these to Ruth Durrant at Wiltshire Council. Again, he had heard nothing from her and would chase this up.

### **War Memorial Plants and Sweeping**

In line with previous years, it was unanimously agreed that the Parish Council should pay £360 (£12 a week for 30 weeks) for the maintenance of plants at the War Memorial, and sweeping the area around it. Cllr. Boreham kindly offered to provide water when needed.

### **Repairs to the Church (Public) Clock**

The Chairman informed members that the clock's striking train was not working and the repair would cost £110. It was agreed that the Parish Council should pay for this. It also needed a spring clean, but this work could not be done until the end of the year/beginning of 2023 and would cost in the region of £1,500.

### **Highways Improvement Request – Parking in Marshmead**

Discussion took place on a request from the resident of Marshmead - who had addressed the Parish Council at the beginning of the meeting - for the installation of permanent bollards on the verge to discourage residents from parking their vehicles on the grass. It was agreed that the request should be supported and the Request Form sent to Kirsty Rose at Wiltshire Council.

## **11. PLANNING MATTERS**

### **Applications**

PL/2022/03013 – Church Farm, Church Street

Replacement of windows and external doors; replacement of existing flue with chimney pot; installation of roof light into existing roof; installation of solar PV panels onto existing roof; installation of French doors into existing north elevation; replacement of existing attached barn with single storey extension and construction of single storey rear extension.

It was agreed that this application should be supported.

PL/2022/03333 – 108 Wyke Road  
Proposed detached garage (alteration to 18/02672/FUL)  
It was agreed that a ‘no comment’ response should be made.

PL/2022/03459 – Ashton House Hill Street:  
Works to trees in a conservation area; Birch tree, failed rootplate during storm Eunice  
It was agreed that an objection should be made unless the tree in question was replaced by a similar specimen.

### Decisions

PL/2022/02370 – 162 Wyke Road  
Roof alterations to create loft conversion – approval given.

## 12. CORRESPONDENCE

Letter of thanks from St. Michael’s Pre-School for the childrens’ Jubilee mugs.

## 13. PUBLICATIONS

- a) WALC Newsletter – May, 2022.
- b) Clerks and Councils Direct – May, 2022
- c) Wiltshire Voice – Spring, 2022

## 14. ACCOUNTS

### Payments authorised since the last meeting:

Id Verde – Planters and maintenance for April, 2022 (including £20.26 VAT)	£121.59
Stonehill Officeright – stationery (including £19.08 VAT)	£114.50
Wiltshire Marquees – marquee for the Jubilee celebrations at the Village Hall (including £221.34 VAT)	£1,328.04
Information Commissioner – annual data protection fee	£40.00
Communicorp – Clerks and Councils Direct annual sub.	£12.00

### Payments authorised this meeting:-

Clerk’s Salary for May, 2022	£533.00)	
Clerk’s Expenses (including office rental)	£985.22)	£1,518.22
WALC Annual subscription (including £188.87 VAT)		£1,133.20

## 15. ITEMS FOR FUTURE AGENDAS

Cllr. Sawyer said that the seats on the swings at Millards Close play area were set up too high for young children, as their feet couldn’t touch the ground. The Chairman to speak to Wiltshire Council about this.

## 16. DATE OF NEXT MEETING

Tuesday, 21<sup>st</sup> June, 2022 (Apologies from Cllrs. Turner and Boreham).

The meeting ended at 8.40 p.m.

Signed .....

Date .....

