

A meeting of Holt Parish Council was held at the URC Hall on Thursday, 27th February 2014.

Present: Cllr. Andrew Pearce, Cllr. Jane Grant, Cllr. Rebekah Harrison, Cllr. Marsha Nicholson, Cllr. Bob Mizen, Cllr. Steve Siddall, Cll. Dave Cullop, Cllr. Tom Stimpson.

Apologies: Cllr. Becky Stevens, Cllr. Richard Goodman, Cllr. Robin Paice.

In Attendance: Cllr. Trevor Carbin, PCSO Andrew MacLachlan.

Open Meeting: PCSO Andrew MacLachlan reported as follows: Between 26th January and 26th February there has been:

- One reported incident of attempted burglary at Forewoods Common. Nothing was stolen and the case has been closed undetected.
- One incident of criminal damage to a parked car. Enquiries ongoing.
- Two incidents of theft – one of food and drink from the Tollgate Inn. A male has been arrested, charged and bailed. A push bike was stolen from The Street. The bike has been recovered and the matter has been dealt with by local resolution.
- One incident of violence against a person at Star Ground. A male has been arrested for common assault following an argument.

Ronnie Frost has been found guilty of burglaries in Avon and Somerset and asked for 21 other offences to be taken in to consideration. These include several jobs in the Bradford area and thefts from vehicles on New Year's Eve in Holt. He has been sentenced to three years imprisonment.

Jarrant Rice has been sentenced to one year imprisonment for a burglary at Monkton Farleigh and a further year for offending whilst on bail.

PC Lee Pelling can be contacted on 0752 897 2004 and PCSO Andrew MacLachlan on 0752 897 2236.

PCSO Andrew MacLachlan confirmed that the Police will be happy to respond to the consultation on the Youth Service and the appropriate paperwork was passed to him.

Mr. Mike Hawkins raised the issue of parking of vehicles at the junction of Beckerley Lane with The Common. PCSO MacLachlan said the police can only intervene if an obstruction is being caused; parking offences are now the responsibility of Wiltshire Council. The Chairman advised that an application for double yellow lines to be installed at the junction has been made to Bradford-on-Avon Community Area Board.

Mrs. Heather Morris reported on the status of the Neighbourhood Plan; it is on schedule and it is anticipated that the first draft will be ready for public consultation by the middle of March. Mr. Geoff Winslow, Wiltshire Council, has

been approached for advice re resources and money to help with the consultation process.

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Mr. Mike Hawkins spoke about the ongoing issue re 198/199 The Common. He was given assurance that this matter is being followed up by the Parish Council; Cllr. Steve Siddall has spoken to Mrs. Joy Rutter and has documentation regarding the issue. Cllr. Siddall to arrange a site meeting with Mr. Hawkins. Mr. Mark Inman, resident of 198 The Common, asked to be present at the site meeting, Cllr. Siddall to contact Mr. Inman.

Mr. Hawkins also expressed concern about possible development at the Old Telephone Exchange in The Midlands which may contravene conditions imposed on the site some years ago.

Mrs. Rita Clayton was assured that double yellow lines will be installed in The Midlands near Lions Orchard and the Glove Factory Studios. Cllr. Andrew Pearce to confirm in which financial year the work will be done.

Cllr. Trevor Carbin presented the following report:

- Wiltshire Council has set its budget for 2014/15 and there will be no increase in council tax because of the Government's 'freeze grant'.
- Both the Fire Authority and Police Commissioner have increased their precepts by 2%.
- The WC budget has been amended to reduce the impact of cuts to youth services.
- Concessionary bus fares will now only be valid after 9.30am and cuts to bus services will continue.
- The budget for leisure services is reduced and some fees and charges increased.
- Further staff redundancies are likely.
- The next Bradford-on-Avon Community Area Board meeting will be held on 12th March at the URC Hall, Holt.
- Market Street, Bradford-on-Avon is scheduled to be closed for drainage works from 7th April until 8th May.
- WC has been advised that work on the construction of the Hilperton Gap Road is due to start in the Spring. The road is being built by developers of the 'East of Trowbridge' housing allocations as part of their infrastructure requirements. The project is currently out to tender.
- The Kingston Farm planning application has been approved by the Strategic Planning Committee. The Committee agreed to include Holt in the construction traffic management plan, production of which was now one of the conditions.
- Cllr. Jane Grant asked if the strategic plan for campuses has been sorted out as this will affect the Youth Service. Cllr. Carbin confirmed that a site has not yet been designated in Bradford on Avon.

Cllr. Steve Siddall reported that it is hoped that a flood plan can be put together and a meeting is to be arranged with Mr. Steve Scothern, Land Drainage Engineer, WC.

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Cllr. Steve Siddall asked if WC has a policy on solar farms. Cllr. Carbin said there is no policy as such; applications are generally approved unless there is a specific reason to object.

Declarations of Interests and Dispensation: There were none.

Minutes of the Meeting held on Thursday 23rd January 2014: The minutes of this were approved.

Matters Arising: Hedge at Holt Manor. This is being followed up by Mr. Christopher Clark, WC.

Planning Committee Report: Planning Committee minutes are attached to these minutes.

Planning Application W13/01/1395/FUL, Land adjacent to 3 Forewoods Common – an enforcement order has been served.

This Council has been invited to comment on a planning application for a solar farm at Hilperton Marsh. No comment on this application. The Clerk to respond.

It was proposed, seconded and unanimously agreed that this Council should strongly urge Wiltshire Council to formulate a policy on the development of solar panel sites.

Village Facilities Committee:

i) Report: Cllr. Bob Mizen reported as follows:

- Play equipment safety report – the only problems identified were low risk or very low risk. VFC will do the work as and when funds are available. The erosion of ground around the spider carousel and roundabout will be addressed when spoil from the island at Dawes' Pond is removed.
- New gate into older play equipment area – Cllr. Marsha Nicholson to obtain prices.
- Proposals for cleaning the pavilion once further refurbishment has been done – Cllr. Marsha Nicholson to follow up.
- Metal benches – Cllr. Siddall to determine work needed to complete refurbishment of metal benches during the next financial year. VFC will then propose spend of up to £850.00 as per donations and budget.
- VFC will in future budget to replace flags for Ham Green every three years.
- Two bespoke oak benches have been offered to the Village. VFC to consider suitable sites.
- There was lengthy discussion about work called for but not done by the caretaker, despite several reminders.

Garry Aland to be asked to remove the debris under the Willow tree at Dawes' Pond.

The person doing the Village Inspection to cross reference with the previous month's report. The Clerk to ensure that the inspector has a copy of the report.

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Commemoration of WW1 – both the Church and the School are keen to be involved. The smart water is now available to mark the bronze plaque – this was the final thing to be fulfilled before grant money was approved.

ii) Purchase of Union Flag: The Union flag was damaged in recent gales. It was proposed, seconded and unanimously agreed that a new flag should be purchased at a cost of £104.95 including carriage, plus VAT.

iii) Works to Trees: It was proposed, seconded and unanimously agreed that the balance of the tree budget should be spent before the end of the financial year. £60 to be spent on two trees on Ham Green and £280 on an Ash tree on the Playing Fields. The work to be carried out by Mr. Crispin Keysar.

Highways & Streetscene Committee:

i) Report: A metro count has been carried out and shows that 85% of the traffic is travelling through the Village at 34.4mph or less, which means that no further action will be taken on Community Speedwatch or flashing 30mph signs. 42680 vehicles were checked between 6th February and 19th February. This figure was queried as it does not align with traffic surveys held by the Council in previous years. It was also considered that road closures and floods at the time of the survey will have had a significant affect on traffic flow through the Village. Cllr. Pearce has asked for further details of the count.

Stones on verges in The Star – Mr. Andy Cadwallader has inspected the verges and does not consider there to be a problem. He will monitor the situation and review his decision if necessary.

Forewoods Common junction has now been resurfaced.

A 20mph WC policy is coming to fruition and the Highways and Streetscene Committee will report back in due course.

The Courts – a meeting has been held with the local director of the National Trust who was very responsive to the points made about parking problems caused by visitors to the Courts.

Footpaths 12/14/16/25 – these paths run across land where the attenuation pond had been planned. A public meeting was to be held regarding this, but will now be deferred as it is likely that the pond will have to be sited in a different place.

ii) Footpath Survey: Cllr. Marsha Nicholson expressed concern that the results of the annual footpath are not followed up with WC. The footpath warden has been asked what work has been carried out following the report sent to them. The Clerk

to monitor. Cllr. Cullop reiterated his concerns about flooding the Village. Cllr. Siddall confirmed that he has requested a meeting with Mr. Scothern.

Bradford-on-Avon Community Area Board:

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i) Report: The next meeting of the Area Board will be held at the URC Hall, Holt on 12th March.

ii) Youth Services Consultation: Cllr. Jane Grant has circulated a paper. Wiltshire Council began a consultation exercise on the future of youth activities on 3rd February 2014. This sets out four options for future provision within the budgetary constraints:

- 1 Retain the current in-house service but reduce the value
- 2 Outsource the service
- 3 Encourage and support staff to form a Public Service Mutual (PSM)
- 4 Develop a community-led approach.

The allocation for general services to young people this year is £1.3 million. This is for youth centres and street-based work (not for the care of young people specifically identified as vulnerable), in other words Holt Youth Club and the like. WC had proposed to reduce the allocation next year by 38%, or £500,000 but this had now been reduced to £250,000.

On 10th February WC held a Budget Setting Consultation. The Council needs to reduce its budget for the coming year by £120 million.

Broughton Gifford & Holt Youthwork Project Committee has met to consider its response to the consultation and concluded that WC's preferred option would be Option 4. However, they did not consider that they had sufficient information to form a response. Cllr. Carbin to get more information on their behalf.

Cllr. Jane Grant asked that the Parish Council should support the work of BG&HYP and respond robustly to the consultation. To be discussed at the next meeting.

Holt Tannery Limited Liaison Committee Report: Minutes of the recent meeting have been circulated. Cllr Steve Siddall reported as follows:

The Kingston Farm development has been approved. The work hub there will be technology rather than art focussed. This will owned and operated by Holt Tannery Limited.

Old Tannery Site – some of the top floors of the historic buildings to be used as housing. Building in the orchard may be required to make the development financially viable, and this will probably depend on affordable housing needs. Cllr. Siddall proposed that WC should be asked to carry out a housing needs survey, probably in the summer. Parking – it is still hoped that there will be more space outside the site, otherwise parking space will be provided within the development.

Traffic issues - work to the junction layouts with the B3107 may be necessary. It is anticipated that pre-application discussions will take place May/June, (HTLLC will not be involved at this stage), followed by a planning application in July. Another meeting of HTLL Committee to be held in March.

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Pavilion Refurbishment Project Committee Report: Proposed further work is out for tender.

Neighbourhood Plan: Previously reported by Mrs. Heather Morris.

Website: Cllr. Tom Stimpson presented proposals for the website and suggested that a Website Committee should be formed. Cllr. Stimpson to meet with the website developer next week. Cllr. Bob Mizen asked whether it would be timely to find another web developer. The possibility of the website being self-funding through advertising was discussed. Cllr. Stimpson to get a cost for developing and running a website. Cllrs. Stimpson, Harrison, Nicholson, Mizen and Cullop to serve on the Committee.

Proposed Extinguishment of Footpath 31 (part): Wiltshire Council has advised that it is intending to continue with the proposed extinguishment order. In discussions with the landowners they have advised that on the basis that, in their opinion, the legal line and proposed additional lines have not been used and are, therefore, not needed for public use, they are not willing to dedicate the alternative routes over their land. If a formal extinguishment order is made and formal objections are not received on the grounds of adding an alternative route, then the formal objections will be taken back to the landowners for further discussion. It is possible for the Parish Council to consider making a claim to add an alternative right of way over the land, based on public use of the alternative route for a period of 20 years or more; this is a separate legal process to the extinguishment.

Councillors expressed concern that only one landowner is being consulted by WC when three landowners are involved. It was agreed that the other landowners should be approached in order that a definitive route can be agreed.

Cllr. Bob Mizen proposed that an article should be placed in the Magazine, with a view to establishing a definitive path, asking if people who have walked the route over the past twenty years would be willing to sign an affidavit. If there is sufficient support, then the process could start.

The Clerk to write to the other two landowners asking for their agreement that land belonging to them which is outside their gardens and currently used as a footpath can be part of a definitive footpath.

Cllr. Bob Mizen to meet with Mrs. Janice Green, Rights of Way Officer, WC, and report back to the next meeting.

Energy Efficiency: Nothing to report.

Core Skills Councillor Training: WALC is offering councillor training at local venues and Staverton Parish Council has asked if this Council would like to join with them in a training session, which would be held in the evening. The cost would be £200 plus VAT for up to ten councillors. It was proposed, seconded and agreed that up to six of the new councillors should attend.

Correspondence: The Best Kept Village Competition has come round again and it was agreed that Holt should participate.

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Post Office – the present Post Office will close at 17.30pm on 18th March and re-open at Holt Superstore at 13.00pm on 19th March. The Clerk to write to Mrs. Helen Rabaotti thanking her for the excellent service she has provided during her time as postmistress.

Village Inspection Report: The inspection was carried out by Cllr. Becky Stevens and the report circulated. The Caretaker to be asked to carry out the necessary work, and also to remove cuttings from the Playing Fields, clear debris from the pavement opposite the entrance to Ground Corner and to spread the chippings in the bag by the main Playing Field gates on the path alongside the Children's Play Area.

Accounts for Payment: The following accounts were approved for payment:

Alan Joy/Pavilion	£3285.00 (VAT £657)
Holt Village Hall/Hire Charge	£ 39.00
G. Aland/Caretaking	£ 180.95
J M Beale	£ 538.65
Remuneration	£ 348.06
Fixed Expenses	£ 34.62
Computer Software	£115.00 (VAT £19.17)
Stationery	£ 25.97 (VAT £5.19)
Telephone/Line	
Rental & Calls	£ 15.00

Any Other Business: WALC Executive Committee will meet on 24th March. Items for the meeting to Cllr. Jane Grant.

Cllr. Bob Mizen has been approached by Mr. Pete Schubert, 89 The Street, regarding damage to a stone pillar by his property. He would like to remove the pillar and adjoining hedge and tidy up the area. Mr. Schubert to be asked to put something in writing to the Parish Council.

Members of the public left the meeting.

Planning minutes – because of technical problems in reproducing the planning minutes, it was agreed that they should be emailed to councillors and a copy attached to the master copy of the full council meeting minutes.

Cllr. Tom Stimpson to consider the possibility of creating a Google Cloud account.

PART B

Holt Manor: Mrs. Sarah Marshall, Legal Department, Wiltshire Council, has advised that no further action will be taken regarding bollards on the verge adjacent to the u/c road on the approach to Holt Manor. Mr. Phil Harris and his solicitors have been informed. The WC file on the matter will be closed on 5th March 2014.

Several councillors took exception to this decision and after lengthy discussion it was agreed that the matter should be referred back to the Area Board for further consideration as they initially supported the removal of the bollards; they were considered to be a hazard to road users. The authority for the Legal Department to choose to close the matter, rather than elected members, was questioned. It was further agreed that a letter should be sent to Mrs. Sarah Marshall asking for the file to remain open while the matter is taken back to the Area Board. The issue of the confidentiality of the matter was questioned and Cllr. Carbin was asked to clarify this as soon as possible so the matter can be referred to the Area Board for inclusion on the agenda for the meeting on 12th March. Cllr. Pearce to draft and circulate a letter to Mrs. Marshall. This to include a request that Mr. Harris is asked to give written confirmation that he will not at any time in the future seek to close to the public the u/c road leading to Holt Manor.

POST MEETING NOTE (do we ever use these?)

It now appears that the Legal Department had agreed the proposed action with the Leader of the Council.