

A meeting of Holt Parish Council was held on Thursday, 25th April, 2013 at the URC Hall.

Present: Cllr. Becky Stevens, Cllr. Andrew Pearce, Cllr. Helen Quilliam, Cllr. Barbara Tucker, Cllr. Jane Grant, Cllr. Steve Siddall, Cllr. Bob Mizen, Cllr. Martin Moyes, Cllr. John Fletcher.

Apologies: None

In Attendance: Cllr. Trevor Carbin, PCSO Joe Leeds.

Open Meeting: PCSO Joe Leeds, Bradford-on-Avon town centre PCSO, presented the Police report submitted by PCSO Andrew MacLachan:

Holt PC Report 25th April 2013

Wiltshire Police NPT Bradford Rural

Crime statistics 27th March 2013 – 23rd April 2013

There have been 29 reported incidents for the Bradford Rural beat of which 8 occurred in Holt. This compares with 32 reported incidents for the Bradford Rural beat of which 7 relevant to Holt in the last report. These are broken down as follows (previous period in brackets):

Crime	Rural beat	Holt	Comments
Anti Social Behaviour	3 (6)	0 (1)	
Burglary	4 (5)	1 (0)	28 th March – metal container lock forced – nothing taken. No witnesses or forensics – closed undetected
Criminal Damage	2 (2)	1 (1)	6 th April – car in Woodmand scratched in 3 places. No witnesses or forensics – closed undetected.
Theft and Handling	6 (3)	1 (0)	18 th April - Theft of high value bicycle from back of car in The Street. No witnesses or forensics – closed undetected.
Violence against the person	2 (3)	1 (0)	18 th April - Star Ground. Domestic assault. 1 person arrested.
Other	2 (4)	0 (3)	
Concern for Safety	2 (3)	0 (0)	
Domestic related	3 (0)	2 (0)	Facebook and text threats from ex partner Text threats from ex partner

Suspicious circumstances	1 (0)	1 (0)	17 th April – Male caller offering to sell unwanted gravel to elderly resident. Entered premises but nothing stolen.
Transport related	4 (4)	1 (2)	19 th April – Mini roundabout – 2 vehicle RTC, minor injury.

Priorities

The priority for the Rural Beat remains tackling vehicle crime and burglaries. Regular high visibility and plain clothed patrols are being carried out throughout the beat to deter or catch criminals.

Other incidents of interest

- The rural hotel burglaries and theft of motor vehicles from the hotels have continued and a suspect linked to them, but not as yet caught. Considerable police effort is being used to try and catch the suspect.

Success stories

- In February and March there were a number of barge breaks along the canal. Bradford and Trowbridge NPT have carried out numerous cycle patrols along the canal as far as Limpley Stoke and there have been no recent breaks.

In closing

Please feel free to give out our mobile numbers to anyone who would like to contact us:

PC Lee Pelling 0752 897 2004 and PCSO Andrew MacLachlan 0752 897 2236

23rd April 2013

PCSO Joe Leeds warned people not to engage with cold callers who do not produce identity or to agree for them to carry out unplanned work.

Cllr. Bob Mizen asked for details of the RTA at the mini roundabout by the Tollgate the previous week. PCSO Andrew MacLachlan to be asked to contact Cllr. Mizen.

Cllr. Bob Mizen highlighted the continuing problem of vandalism in the Playing Fields and asked that the Police should speak with the culprits, who can usually be found in the Playing Fields during the evening.

Cllr. Jane Grant asked if any preventative measures can be taken to reduce criminal damage. PCSO Joe Leeds said adequate lighting and Neighbourhood Watch schemes are effective deterrents.

Cllr. Martin Moyes expressed thanks to PCSO Andrew MacLachan for intermittently being at the pedestrian crossing at school time; he considered it increased pedestrian safety at the crossing and was beneficial to the children.

The Chairman thanked PCSO Joe Leeds for attending the meeting.

Cllr. Trevor Carbin reported that the planning application for the Kingston Farm development has been submitted.

Cllr. Martin Moyes said he had not received a reply to the letter he sent to Mr. Alan Creedy regarding the proposed Traffic Plan. Mr. Gerald Milward-Oliver to follow up initially; if no response received, then Cllr. Trevor Carbin to be asked to take up the matter.

Mr. Gerald Milward-Oliver reported that a planning application for Kingston Farm has been registered. There will be a press release in the Wiltshire Times next week, a leaflet distribution and a public exhibition will be held in Bradford-on-Avon on 17th and 18th May. Bradford-on-Avon Town Council will address the application on 11th June. It is anticipated that the application will take six months.

Mr. Gerald Milward-Oliver presented the latest plans for the Glove Factory Studios (Phase One of the Tannery site development). The development will address the problem of flooding in the area and provide approximately 90 car parking spaces within the existing Hazel fence. Planning requirements are for 60 parking spaces but, based on feedback from Wiltshire Council, 90 spaces have been applied for. The entrance to the car park will be through the existing entrance to the Glove Factory Studios. Mr. Milward-Oliver confirmed that the car park will be for the use of tenants and visitors to the site, including the café; consideration also to be given to providing fibre optic broadband in the Village. It is possible that the car park will be available for parking for visitors to The Courts at weekends. A consultation to be held on 10th and 11th May at the Glove Factory Studios. It is hoped that the application will be approved by August and that work to alleviate flooding will be done in September/October. The car park should be open by Spring 2014. Mr. Milward-Oliver confirmed that there will continue to be catering facilities on the site.

It was queried whether Highways has approved the entrance to the Glove Factory Studios or asked for improved access; Highways has previously stated that any significant increase in traffic in The Midlands would not be allowed without improvements to the access. Mr. Gerald Milward-Oliver and Mr. Nick Kirkham were unsure. To be clarified by Mr. Kirkham. Cllr. Steve Siddall also to follow up through the Holt Tannery Limited Liaison Committee.

Mr. Kirkham confirmed that representatives from Wiltshire Council have been invited to the exhibition on 10th and 11th May, but it is unlikely that they will attend as they have already been involved with the pre-application.

The Chairman welcomed Mr. Tom Stimpson and Mr. Richard Goodman, both of whom have been nominated to join the Council, to the meeting. She also thanked Cllr. Trevor Carbin for his unstinting support through the last six years and wished him good luck on 2nd May.

Minutes of the meeting held on Thursday, 28th March 2013: The minutes of this meeting were approved and signed with the following amendments: Page 3088 Holton to read Holt, page 3093 Chalfont to read Chalfield, page 3087 Youth Club fund to read 2013/14 not 2012/13..

Matters Arising: A letter of thanks has been sent to Basil Ash on his resignation from the Council.

The Clerk confirmed that Mrs. Jane Scott, leader of Wiltshire Council, will attend the June meeting.

Terms of tipping at Cumberwell landfill site. Cllr. Steve Siddall has spoken to the Environment Agency and a response is awaited.

Mr. Kirkham has confirmed planning requirements for car parking spaces for the Tannery site development: 'Wiltshire Council use 1 parking space per 30sqm or 333 sq. ft of Gross Internal Area as the parking ratio for the open B1 use'.

Mr. Chris Kirk to be invited to speak at a meeting about planning regulations re trees.

Station Road – broken kerbstone; ongoing.

Insurance cover for individual councillors – Cllr. Jane Grant to follow up.

Mr. Steve Scothern (Wiltshire Council) has responded to a request for an update regarding drainage work at the Glove Factory Studios; he is not able to pass on detailed information as Wiltshire Council's solicitor regards this information as something between them and the client.

A letter of thanks has been sent to Mr. Crispin Keysar for chipping the risings from the overgrown hedge in The Midlands.

Wiltshire Scullers – Cllr. Bob Mizen has spoken with Mr. Donal Casey regarding this; he considers it to be a good project and it may well benefit the Village in the long term as they would like to create a cycle link from Holt to Bradford-on-Avon.

Memorial trees – Cllr. John Fletcher has only received one response to the article he put in the Magazine asking for information re memorial trees planted in the Village. There is an Oak tree on the Playing Fields for which the Community Orchard group may provide a plaque.

Footpaths 8 and 16 – the application to alter the routing of these footpaths has been put in abeyance whilst an application for a definitive map modification order to add a public footpath over land south of Holt Manor is considered.

A representative from Wiltshire Council Planning Department will attend a Council meeting after the May election.

Emergency Response Plan – to be considered at the June meeting of the Council.

20mph speed limits – to be considered by the Traffic Committee.

Mr. John Moody has been asked to arrange for the verge at Ham Green which was damaged by a contractor working for him to be made good.

Wiltshire Association of Local Councils – a representative from this Council to be appointed at the May meeting.

Planning:

W/13/00607/TCA Parish: Holt Ward: Holt And Staverton 27.03.13 Tree(s) in Conservation Area Case Officer: Mr Chris Kirk	Various works including felling of trees Holt Recreation Ground The Street Holt Wiltshire Grid Reference: (E) 385948 (N) 161848
Applicant:	Holt Parish Council

W/13/00610/TCA Parish: Holt Ward: Holt And Staverton 27.03.13 Tree(s) in Conservation Area Case Officer: Mr Chris Kirk	Various works including felling of trees Land Around Ham Green Holt Wiltshire Grid Reference: (E) 385889 (N) 161652
Applicant:	Holt Parish Council

Planning Cttee Decision: NA

W/13/00615/FUL Full Plan	Ground and first floor extensions, demolition and reconstruction of existing garage
Case Officer: Vicky Hodgson	Bradley Cottage 294 Bradley Lane Holt Wiltshire BA14 6QE Grid Reference: (E) 386800 (N) 162051
Applicant:	Mr & Mrs David Hind

Planning Cttee Decision: No comment
Clerk actioned: 23/4/13

DECISIONS:

Application No: W/13/00159/FUL
Site Address: 326 Station Road Holt Wiltshire BA14 6RD
Proposal: Rear dormer window
Applicant: Mr William Wright
Case Officer: Mrs Kate Sullivan
Category of Decision: Full Plan **Permission** **Decision** 21/03/2013

Affordable housing – Cllr. Steve Siddall to ascertain terms and conditions for future tenants at Star Ground.

Village Facilities Committee Report: Children’s Play Equipment Annual Safety Report – all equipment has been deemed good or average and five or six items need some alteration. Cllr. Bob Mizen hopes to get a group of volunteers to carry out the work. Moss on the safety surfaces will be removed at the same time.

Digley Associates, who carried out the inspection, are no longer recommended by Came & Company (the Council’s insurers). They now recommend The Playground Inspection Company whose charge for an inspection are little more than Digley Associates.

Two benches which are awaiting refurbishment have been chained up to stop vandalism.

Mr. Rob Thomas has asked if he can use the Playing Fields for touch rugby one evening a week. It was proposed, seconded and agreed, one against, that a nominal charge should be made for use of the pitch. Mr. Thomas to be informed that the Parish Council’s insurance will not cover such sporting activities.

Dawes' Pond – water can now be put into the Pond if needed. Mr. Nick Kirkham's hydrologist is investigating the Pond to see if the leaks can be stopped. Proposals to be made for alterations to the footbridge by the Pond.

War Memorial – donations are still being received and an application is to be made to the War Memorial Trust. Three quotes for work are required. Details of the history of the Memorial are held by the County Records Office.

Waste bin, The Street – VFC recommend that the Council should go back to the person who made the request for a bin and ask if they would be willing to donate towards the cost.

Members of the Bowls Club have chipped risings from the Leylandii hedge and spread them on the footpath by the second sports court. A letter of thanks to be sent to the Bowls Club.

Traffic Committee:

- i) **General Report:** Cllr. Becky Stevens to report to the next meeting when a new committee will be formed.
- ii) **Holt Manor & Road Signage:** Cllr. Becky Stevens and the Clerk to meet with Mr. Bill Parks, Highways, Wiltshire Council, on 26th April and will report back to the next meeting. Cllr. Andrew Pearce said there is now a misleading sign to Great Chalfield on the verge.
- iii) **Traffic Plan:** Cllr. Martin Moyes reported that a Traffic Plan Group has been formed with a view to creating a visionary statement of what Holt should look like in the future. To this aim they will:
 - Gather solid information
 - Distil out issues raised on traffic and parking in the Village
 - Consult with the Village
 - Approach businesses re traffic movements now and anticipated movements in five years time.
 - A draft plan for consultation.
 - Formal plan against which to fund raise and campaign.

Cllr. Steve Siddall said that when the Traffic Plan was set up it was agreed that all minutes would be in the public domain and that it should include members of the Neighbourhood Plan Group; he asked to see the minutes of these meetings and was refused by Cllr. Martin Moyes, Chairman of the Group, who considers them not to be in the public domain. Cllr. Steve Siddall asked for a ruling by this Council as to the status of the Traffic Plan Group regarding who should see the minutes and whether they should be published on the Council's website. Cllr. Andrew Pearce did not consider there to be a problem with the minutes being made public, but expressed the view that things are being discussed which should not be made public whilst the plan is being devised to avoid raising expectations. Cllr. Barbara Tucker considered the Group was formed as part of the Neighbourhood Plan as traffic is such a big part of the Plan and that the

minutes should be available. Cllr. Martin Moyes said the Group directly represents the Village and is not part of the Parish Council. He considered it entirely right that information gathered and conclusions made should be freely shared with residents and the Parish Council, but at this stage whilst ideas are being kicked around the minutes should not be made public. He does not believe that things discussed at meetings of the Traffic Plan Group come under the Freedom of Information Act. Cllr. Steve Siddall said that the Neighbourhood Plan Group was established in the name of the Parish Council and will formally become a committee of the Council in the near future. He also said that Cllr. Martin Moyes complained that things were going on behind closed doors regarding development at the Tannery site, which is why Holt Tannery Limited Liaison Committee was set up. Cllr. Bob Mizen expressed the view that if the minutes are not published then the Group will not be perceived as being open and democratic. The Neighbourhood Plan minutes are in the public domain; shortly the Neighbourhood Plan Group will become a committee of the Parish Council and the Traffic Plan Group will become a sub committee of that Group, at which time the minutes will have to become open.

The Chairman asked Cllr. Martin Moyes if he was happy to let the Holt Tannery Limited Liaison Committee see the recent minutes of the Traffic Plan Group and he refused and Cllr. Becky Stevens asked if he would put it to the Traffic Plan Group. Cllr. Martin Moyes said he was not willing to do so as he was not prepared to chair a Traffic Plan Group under such circumstances; he would not wish to chair a sub committee of the Parish Council and will resign from the Traffic Plan Group, as he does not consider this to be the best way for things to be achieved.

Cllr. Becky Stevens said she hoped he would reconsider his position and offered to try to resolve the situation prior to the next meeting. Cllr. Martin Moyes said he did not wish to discuss the matter further.

iii) Footpaths and Greens – previously reported.

Pavilion Refurbishment Project Committee Report: Cllr. Barbara Tucker reported that work of the committee is ongoing. Minutes of the last meeting to be circulated. Two fundraising events are being held in June.

Bradford-on-Avon Community Area Board: The next meeting will be held in June.

Holt Tannery Limited Liaison Committee: Cllr. Steve Siddall reported that the next meeting will be held on 3rd May when new members will be elected.

Cllr. Steve Siddall and Cllr. Becky Stevens attended a meeting with Wiltshire Council officers to discuss planning issues and the area of opportunity. Section 106 can be applied to all developments. Community Infrastructure Levy money probably will not be available until next year. If a Neighbourhood Plan is in place then the CIL will offer 25% rather than 15%.

The Planning Inspectors examination of the Wiltshire Core Strategy will now take place on 19th June and Cllr. Steve Siddall hopes to attend together with a representative of the Neighbourhood Plan Group. The papers are now on the internet and Cllr. Steve Siddall will circulate the papers to Councillors.

Area of Opportunity – the Clerk to circulate extracts of minutes.

Land at Frogmore: Superseded by events.

Neighbourhood Plan and Localism Act 2011: There has not been a meeting of the Neighbourhood Plan Group since the last Council meeting.

Localism Act - discussions are taking place re planning regulations allowing householders to extend their properties without planning permission and how neighbours should be involved in consultation. NALC is trying to set up a discussion on the future of Localism.

Cllr. Andrew Pearce reported that formal consultation on the Neighbourhood Plan ended a week ago; there are no comments on the Wiltshire Council website.

Emergency Response Plan: Carried over to the next meeting.

Website: Cllr. John Fletcher said that the website went live fifteen months ago to fulfil a legal requirement for Parish Councils to publish minutes, agendas, etc. The site is far more powerful than the basic requirement. Twenty residents have authority to post comments on the site, but none has done so and parish councillors do not put postings on the site. He questioned whether the Council wishes to maintain such a powerful site together with the attendant problems or whether the website builder should be asked to provide something simpler which fulfils the legal requirements. In the meantime Cllr. John Fletcher offered to maintain the site for three months following his resignation from the Council in May. If the Council chooses to retain the existing site he will offer support to whoever takes over from him.

Cllr. Becky Stevens thanked Cllr. John Fletcher.

Football Matters: It was proposed, seconded and agreed, one abstention, that Holt Youth FC should be offered the pitch at a subsidised rate (amount to be decided) for the next season. It was also agreed that they can continue to use the pitch one evening a week for training sessions and that an adult team should be sought for next season. Should Holt FC be reformed then they would be offered the pitch at a subsidised rate.

The Clerk to ask Mark Jones, Holt FC, to place an article in the Magazine encouraging Holt youth to join the team.

Correspondence: An email has been received from Mr. Bruce Bronson who has a business on The Midlands Industrial Estate, complaining about problems caused by on road parking of vehicles in the Village, particularly opposite the

Playing Fields and the state of the road in The Midlands. His concerns will be considered by the Traffic Committee and the Traffic Plan Group. Highways to be informed of the poor road surface in The Midlands. The Clerk to respond to Mr. Bronson saying his concerns will be passed to the Traffic Committee and the Traffic Plan Group.

Mr. Frank Holmes at J & T Beaven's is concerned about the weir and potential flooding that might occur. Cllr. Bob Mizen confirmed that he and Cllr. Steve Siddall have keys and would act should the need arise.

Peter Dunford has informed the Council that the Community Area Safety Partnership is now defunct as it is considered that work covered by the Partnership is covered by other groups.

The Parish Steward will be in the Village during May – requests for work to the Clerk.

Village Inspection Report: Cllr. Barbara Tucker carried out the inspection and submitted a report. The weeds need to be dealt with on the high pavement by St. Katharine's Church; the Parish Steward to be asked to spray the weeds.

The Midlands footpath by Dawes' Pond in urgent need of repair. The Clerk to contact Highways.

Garry Aland to be asked to clear hedge cuttings at the top end of the Playing Fields.

Dog fouling is a problem on Ham Green and the Playing Fields. The Clerk to raise the issue through the Magazine.

A vehicle is being parked on the hard standing outside the bungalow on Ham Green. The Clerk to follow up.

Village Green Motors – several cars belonging to the Garage are regularly parked on Ham Green, and whilst it is legal for taxed and insured vehicles to be parked on a public highway, this creates parking problems for residents. The Clerk to write to the proprietor of the Garage.

Cllr. Steve Siddall to carry out the next inspection.

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

EON	£ 27.67 (VAT £1.32)
Hiscocks Engineers(steel bench repairs)	£300.00 (VAT £50.00)
SKM Colin Buchanan/Traffic W/Shop	£1932.00(VAT £322.00)
JM Beale	£447.70
Remuneration	£344.62
Fixed Expenses	£ 34.26
Photocopying&	£ 46.62 (VAT £9.32)

Stationery

Postage	£ 7.20
Telephone/Line Rental & Calls	£ 15.00

Garry Aland has not submitted invoices this month.

Councillors to return expense claims to Wiltshire Council, regardless of whether they have made any claims.

Any Other Business: Cllr. Martin Moyes said the end of year accounts have not yet been reconciled for audit. Expenditure was approximately £1500 below precept.

Four residents have complained to Cllr. Martin Moyes about dog fouling in The Walk. He asked people to be vigilant and try to identify the culprit; this may also resolve the problem of dog fouling on the Playing Fields.

Cllr. Martin Moyes offered thanks to his fellow councillors for their wisdom and good humour during his eight years as a councillor; he also thanked the Clerk for her support.

Cllr. Becky Stevens thanked Cllr. Martin Moyes for his work as Treasurer; the monthly management accounts has helped to keep the focus on spending.

Cllr. John Fletcher said approval for tree works for this financial year and next year is expected shortly. £100 donation has been received for replanting at the Recreation Ground. Hope to buy at least two substantial trees. An 8 foot Ginkgo Biloba (Maidenhair) tree has been offered to the Council and there is a position on Ham Green which he considers to be suitable.

The Chairman thanked Cllr. John Fletcher.

Cllr. Helen Quilliam suggested that in future the rota for the Village Inspection should give those who work full time a slot during the summer months as it is difficult to carry out an inspection on dark evenings.

Cllr. Becky Stevens closed the meeting by thanking the councillors who are standing down for all their hard work during their time on the Council.

