

A meeting of Holt Parish Council was held on Thursday 6th December 2012 at the URC Hall.

Present: Cllr. Becky Stevens, Cllr. Andrew Pearce, Cllr. Jane Grant, Cllr. Barbara Tucker, Cllr. Steve Siddall, Cllr. Basil Ash, Cllr. Bob Mizen, Cllr. John Fletcher.

Apologies: Cllr. Helen Quilliam, Cllr. Martin Moyes.

In Attendance: Cllr. Trevor Carbin, PC Lee Pelling.

Open Meeting: The Chairman congratulated PC Pelling on his new role and thanked him for the Police report submitted to the Council; this was done by PCSO Andrew MacLachan.

Between 3rd November and 3rd December Police dealt with the following incidents in the Village:

- Anti-social Behaviour – one incident of malicious emails and letters.
- Burglary – one warehouse burglary. No details available.
- Theft and Handling – one handbag theft and one money tin stolen. Two incidents of vehicles being broken into in the Village Hall car park; on one occasion a catalytic converter was stolen and in a separate incident a car battery, an oil filter and fuel filter were stolen. One vehicle was parked at the far end of the car park and the other was tucked around the corner of the Village Hall.
- A fifteen year old was reported missing, but was found safe and well.
- Rogue Traders continue to visit the Bradford-on-Avon area. Residents are asked to be aware and ring 101 if they suspect a bogus caller.
- Teams of people are still collecting charity bags from doorsteps under false pretences; again residents are asked to ring 101 if they are suspicious.
- Flooding – a considerable number of drivers have attempted to drive along flooded roads, despite signs saying the roads were closed; this incurs unnecessary cost to emergency services and may also be treated as a motoring offence. Residents are urged to adhere to road signs and seek alternative routes.
- Burglaries – the incidence of burglaries in the Bradford-on-Avon area has decreased from eight to three since the recent arrest of two suspects.
- Pedestrian Crossing – PCSO MacLachan has been monitoring the crossing at School arrival and departure times.

Cllr. John Fletcher asked if theft of a builders van had been reported to the Police; he was aware of a van being stolen and then money demanded for its return. PC Pelling was aware that a van had been stolen in Holt – he will follow up and report to the Clerk.

Cllr. Trevor Carbin reported that the Bradley Road offices have now closed. Wiltshire Council has passed the 50% recycling level, but it is anticipated that this will drop in the winter due to the reduction in green waste.

The Chairman thanked him for following up the situation regarding lifelines at The Elms. Cllr. Basil Ash also thanked Cllr. Carbin for his help and said that The Elms is now receiving five day warden visits again. Cllr. Basil Ash to monitor the situation and keep Cllrs Stevens and Carbin informed.

Cllr. John Fletcher noted that a pavement serving four properties near Westwood has recently been refurbished and asked why funding is not available to repair the pavement adjacent to the Playing Fields. Cllr. Carbin suggested that the Council should submit a bid for repair to the Area Board.

The Chairman thanked Cllr. Carbin for attending the meeting.

Minutes of the Meeting Held on Thursday 25th October, 2012. The minutes of this meeting were approved and signed with the following amendment – page 3060 Response to Traffic Report to read ‘from Mr. Keith Firth of SKM Buchanan.

Minutes of the Extraordinary Meeting Held on 15th November, 2012. The minutes of this meeting were approved and signed with the following amendment – ‘ten’ Ash trees.

Matters Arising: The Clerk has contacted MJ Church regarding their drivers speeding through the Village and using a mobile ‘phone whilst driving. MJ Church have taken this up with their drivers but asked that such incidents be reported at the time, together with registration number if possible, as this makes it much easier for them to take the complaint up with the driver concerned.

Wiltshire Concrete lorries are now speeding through the Village. The Clerk to follow up.

Affordable Housing – Cllr. Steve Siddall has written to Louise Jones, Head of Allocations, asking how the criteria requiring people to have a connection with the Village will be applied to the properties for future allocations. A response is awaited.

Cllr. Barbara Tucker has been told that more affordable houses are to be built in Station Road. Cllr. Steve Siddall confirmed that a planning application has not been submitted and he has also been told that further affordable houses will not be built in Station Road as it is Wiltshire Council policy that no more than ten houses should be built on one site; there are already twelve. Cllr. Steve Siddall to follow up.

Broken kerbstones Station Road - ongoing.

Manhole cover The Street – recently repaired and in need of repair once more. The Clerk to follow up.

Manhole cover Ham Green – the Clerk to follow up.

Second sports court gate – Mr. Andy Slade has been informed that the gates are unlocked. He has informed the Council that the gates will not be locked now the court is in use.**Planning:**

APPLICATIONS:

W/12/02154/FUL Parish: Holt Ward: Holt And Staverton 22.11.12 Full Plan	Change of use of Studio 6, from a workshop/studio (Class B1) to retail (Class A1) Glove Factory Studios 1 Brook Lane Holt Trowbridge Wiltshire
Case Officer: Mr Kenny Green	Grid Reference: (E) 386019 (N) 161974
Applicant:	Glove Factory Studios LLP

Planning Cttee Decision: No comment

Clerk actioned: 20 Dec 12

3070

W/12/02195/TCA
Parish: Holt
Ward: Holt And Staverton
28.11.12
Tree(s) in Conservation Area
13 The Elms Holt Wiltshire BA14 6RP
Case Officer: Mr Chris Kirk
Grid Reference: (E) 386188 (N) 161989
Applicant: Mrs SARAH DIXON

W/12/02196/TCA
Parish: Holt
Ward: Holt And Staverton
28.11.12
Tree(s) in Conservation Area
Remove epicormic growth of Rowan (T1829)
Land West Of 3 Avonfield Holt Wiltshire
Grid Reference: (E) 386531 (N) 161803
Case Officer: Mr Chris Kirk
Applicant: Mrs SARAH DIXON

W/12/02197/TCA
Parish: Holt
Ward: Holt And Staverton
28.11.12
Tree(s) in Conservation Area
Fell Goat Willow (T1840) and treat stump
Land Adjoining Starfield Station Road Holt Wiltshire
Grid Reference: (E) 386484 (N) 161814
Case Officer: Mr Chris Kirk
Applicant: Mrs SARAH DIXON
Planning Cttee Decision: To all above : No comment
Clerk actioned:

DECISIONS:

Application No: W/12/02037/TCA
Site Address: Land North Of 399 Ham Green Holt Wiltshire
Proposal: Crown lift group of trees by 2.5m and reduce to give 5.5m clearance over
Applicant: Wiltshire Council (Highways)
Case Officer: Mr Chris Kirk
Category of Decision: Tree(s) in Conservation Area
No Tree Preservation Order be made **Decision** 03/12/2012

Application No: W/12/02038/TCA
Site Address: Land South Of 55A Leigh Road Holt Wiltshire
Proposal: Crown lift group of trees to 2.5m and reduce to give 5.5m clearance above
Applicant: Wiltshire Council (Highways)

Case Officer:	Mr Chris Kirk		
Category of Decision:	Tree(s) in Conservation Area No Tree Preservation Order be made	Decision	03/12/2012
Application No:	W/12/02039/TCA		
Site Address:	Land North West Of 377 Ham Green Holt Wiltshire		
Proposal:	Crown lift group of trees by 2.5m and reduce to give 5.5m clearance above		
Applicant:	Wiltshire Council (Highways)		
Case Officer:	Mr Chris Kirk		
Category of Decision:	Tree(s) in Conservation Area No Tree Preservation Order be made	Decision	03/12/2012

Holt Joinery – permission for a dwelling to be erected has been given on appeal. Comments awaited.

Planning applications W12/02037, W12/02038 and W12/02039, by Wiltshire Council to Wiltshire Council, Works to Trees on Ham Green. This Council objected to these applications because there was insufficient detail in the applications. These applications have now been approved. Cllr. Steve Siddall to clarify with Wiltshire Council that due process is being followed when applications for works to trees are submitted. Cllr. Carbin to ask Wiltshire Council to contact Holt Parish Council before commencing work to the trees.

Glove Factory Studios has asked for permission to lay pipes across Parish Council land at Dawes' Pond to alleviate flooding problems; this has been agreed.

The National Trust wishes to move premises at the Glove Factory Studios – Cllr. Steve Siddall to confirm that parking spaces will still be available for visitors to the NT shop.

Planning application W/12/66616/FUL-18 Little Parks An application to radically change the property had previously been submitted and approved, despite objections from neighbours. It was recommended and agreed that the Council returned 'no comment' to the new application which was for minor changes to the original application. The Neighbourhood Plan to consider an appropriate response to similar development,

Village Facilities Committee:

i) General Report:

- War Memorial – Cllr. Bob Mizen has placed an appeal for donations for restoration work in the Magazine and received a good response.
- Bowls Club Hedge – the Club has been informed of the Council's decision made at the Extraordinary Meeting on 15th November, 2012..
- Cherry trees – to be lopped in January
- Marquee on Playing Fields for wedding reception – the bride has been contacted but no response received to date.
- Benches – one, possibly two, benches will be refurbished in this financial year. The cost of refurbishing the benches was agreed at the Extraordinary Meeting held on 15th November, 2012.

- BMX track – Cllr. Bob Mizen has talked to Mr. Robert Curtis saying that a long term view must be taken regarding the playing field before a decision regarding the development of a BMX track can be made. A meeting to be convened in the new year to consider a possible site.
- The Bowls Club has been asked to refurbish the metal bench which they are using. A response is awaited.
- A second security camera will be installed on the Playing Fields in the near future.
- Cllr. John Fletcher reported that the ‘foreign’ daffodils have found a new home.

Traffic Committee:

i) General Report:

Double Yellow Line, The Midlands – included in report submitted to Mr. Tonge, Cabinet Member for Highways. Once the report is signed off the lines will be put down, probably in January.

Signage at Melksham Roundabout re weight limit on Bradford-on-Avon town bridge – a response expected in December.

Beckerley Lane, - it is no longer Wiltshire Council policy to put down white lines. This is being pursued. The situation may be resolved in the future as part of the Traffic Plan.

Mrs. Val Baker, Bradley Close, has approached the Council asking for better street lighting in the cul de sac. This has been referred to Wiltshire Council.

A business in The Midlands has requested signage from B3107 to their business. They have been referred to Wiltshire Council Highways. However, it is not this Council's policy to have signage on the main road which is not adjacent to the premises which are being advertised.

Trowbridge Transport Strategy – Cllr. Steve Siddall has responded to this consultation. The Hilperton Relief road is mentioned in this release, but there is no strategy for its use as a relief road. The bridge at Staverton is identified as a problem area and comments have been made on this basis.

WALC 2012 Newsletter states that there are proposals to increase speed limits for vehicles over 7.5 tonnes from 40mph to 50mph. A response is required by February 2012. The Traffic Committee will consider the proposal and report to the next meeting.

i) Holt Manor Road Signage – a site meeting was held at Holt Manor on 28th November regarding an application from Mr. Harris, Holt Manor, to erect signage redirecting traffic to Great Chalfield Manor via Summer Lane and to provide passing places in Summer Lane. The meeting was attended by Mr. Harris, together with his Agent and Solicitor, Mr Tonge, Cabinet Member for Highways, Mr. Dave Thomas, Wiltshire Council Highways, WC Cllr Trevor Carbin, Cllr. Becky Stevens, Cllr. Martin Moyes and the Clerk. All parties presented their point of view to Mr. Tonge; his decision regarding re Mr. Harris's appeal is awaited.

Posts on verges at Holt Manor – the Clerk to write to Wiltshire Council, cc Duncan Hames, MP, requesting a definitive answer before the end of January 2013.

A letter has been received from Duncan Hames, MP, informing the Council of the situation. Nothing new to report.

Traffic Plan: In the absence of Cllr. Martin Moyes, Cllr. Becky Stevens reported as follows: Cllr. Martin Moyes hopes to have the first meeting of the Committee in December. PC Pelling has agreed to be involved in the Traffic Plan.

- i) **Footpaths & Greens:** Cllr. Bob Mizen reported that he has spoken to Mrs. Barbara Burke, Rights of Way Officer, who has informed him that the forms submitted to Wiltshire Council will go out to consultation within the next week; interested parties will have one month in which to respond, after which there will be a period of clarification. It is hoped matters will have moved forward by February or March 2013.

New Pavilion Project Committee Report: Cllr. Barbara Tucker reported that the recent Christmas Fayre held at the Ham Tree raised about £220; it was poorly supported by the Village.

It was agreed that the Committee should be called the Pavilion Refurbishment Project rather than 'New', as the aim now is to refurbish the pavilion. Cllr. Barbara Tucker to make clear the new plans through the Magazine and Website.

Bradford-on-Avon Community Area Board: Cllr. Andrew Pearce reported that the meeting planned for 21st November was cancelled because of flooding. A smaller meeting was held on 28th November to consider claims for monies in the area. It was agreed in principle that funding of £5000 for a volunteer based traffic survey for Bradford-on-Avon should be made available. This will be an origin/destination of traffic survey and will be based on number plate recognition to ascertain whether or not vehicles are local. Cllr. Steve Siddall requested that a similar survey should be done in Holt. The request to be passed to Cllr. Martin Moyes for consideration within the Traffic Plan.

Holt Village Regeneration Liaison Committee – Terms of Reference: Cllr. Steve Siddall proposed that the Terms of Reference which have been circulated should be adopted with the following amendment:

2b to read 'To be a sounding board for ideas/proposals made by HVR and based on feedback from residents of Holt.'

This was seconded and agreed with one abstention (Cllr. Basil Ash).

Area of Opportunity - Core Plan – Cllr. Steve Siddall has spoken to the Spatial Planning Department at Wiltshire Council and the position is that the current Core Plan shows Wiltshire Council recommending that the Area of Opportunity as was in the old West Wiltshire District Council District Plan be carried forward with its principles. There was a proposal from HVR Ltd. to change the Area of Opportunity to include a bigger area. The whole Core Plan has now gone to the Planning Inspector who will rule on its soundness and correctness. Public Hearings will be held at which proposals already logged will be heard. The proposal to extend the Area of Opportunity will be heard. It is likely that hearings will be held in Spring 2013, by which time this Council will need to decide its position on the Area of Opportunity and represent itself accordingly.

Cllr. Steve Siddall reported on the first meeting of the HVRL Committee which he attended together with Mr. James Child, Mr. Gerald Milward-Oliver, Mrs. Heather Morris, Cllr. Barbara Tucker. It is proposed that there will be two phases of development over four to five years, starting on the west side. Phase One will be the factory and historical areas and Phase Two the housing development, which has now been reduced in density with fewer flats; this will reduce the parking problem. Phase One planning application to be submitted in Spring 2013. A contamination report on the site including the pits will be prepared and made public. The Bradford-on-Avon Health Partnership has ruled out a doctor's surgery as part of the

development; this was top of residents' 'wish list'. However, this does not rule out the possibility of provision of some health/social facilities. The next meeting to be held on 17th January, 2013.

The Chairman asked Cllr. Steve Siddall to convene a meeting of the HVRL Committee, and invite her as ex officio, to clarify what the Committee is aiming to achieve. This was agreed.

The Chairman asked Cllr. Steve Siddall to ascertain when the hearing on the Area of Opportunity was likely to take place in order that the Council could decide what its input to the Planning Inspector would be.

Neighbourhood Plan and Localism Bill: Community Infrastructure Charging Levy – Cllr. Jane Grant to follow up.

Cllr. Jane Grant reported that the annual subscription to NALC will not be increased for 2013 and the WALC subscription will increase by 5% p.a. for smaller councils for the next three years. WALC is to work more closely with Community First to reduce overheads.

Cllr. Jane Grant reported that calculations for precepting have changed. Calculations are based on band D properties, and households which are eligible for reduced council tax payments will not be included in the total percentage that is paid. Wiltshire Council is proposing a local council tax support scheme for the coming year to bring the figures back to what would have been expected; it is not proposed that this tax will be paid long term.

Cllr. Andrew Pearce reported that a scoping plan is required; this is a big undertaking and he hopes to have proposals to bring to the next meeting for the Council's endorsement, prior to the plan being taken to Wiltshire Council.

Precept – 2013/2014: An anomaly has arisen from the new Code of Conduct; it is necessary for councillors to apply for dispensation to vote on the precept, as they are seen to have a beneficial interest. Dispensation forms will be circulated to councillors. The Chairman clarified that this is only a fundamental change; the figures agreed at the Extraordinary Meeting on 15th November will stand.

Claim Against Holt Parish Council by Mr. Neill Newport, Second Sports Court Contractor: Mr. Neill Newport included Holt Parish Council in his claim for damages with regard to the construction of the second sports court. The defence was submitted to Northampton County Court but Holt Parish Council has now been removed from the claim.

Cllr. Jane Grant congratulated the Chairman on the way in which she handled the case. NALC Legal Briefing June 2012 sets out councillors' liability. The Clerk to check indemnity insurance for councillors. Cllr Grant to look into the possibility of Councillors taking out their own individual indemnity insurance.

Emergency Response Plan: Cllr. John Fletcher agreed to act as the Emergency Response Co-ordinator for Holt and will prepare a new plan by February.

Holt & Broughton Gifford Youth Club Trustees – Parish Council Representative: Cllr. Becky Stevens agreed to represent the Parish Council on the board of trustees.

Correspondence: Footpaths and Greens – an acknowledgement of receipt of forms regarding changes to definitive footpaths has been received from Wiltshire Council.

Casual vacancy – the Elections Office has confirmed that an election has not been called for.

A letter has been sent to Wiltshire Council asking that the Neighbourhood Plan and Traffic Plan be taken into consideration when considering the Tannery Development and confirmation has been received that this will happen.

Caretaker's Report: Cllr. Andrew Pearce carried out the Village Inspection. The Village generally looking good. Overhanging tree, The Midlands – the Clerk to follow up. The Parish Steward to be asked to clear leaves from the ditches in Leigh Road.

Cllr. Basil Ash complained about the state of Dawes' Pond. Cllr. Bob Mizen reiterated that there is a declared policy on Dawes' Pond. The Chairman asked to be invited to the next meeting of the Village Facilities Committee.

Thanks were expressed to Mr. Nick Kirkham for responding so quickly to a request to clear his ditch adjacent to the Playing Fields and for removing the old metal posts.

Cllr. John Fletcher will carry out the Village Inspection in January.

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

EON	£	21.45 (VAT £1.02)
Wessex Water	£	78.36
G. Aland/Ground Maintenance/July	£	246.00
G.Aland/Caretaking	£	224.15
G.Aland/Shingle for War Memorial	£	43.20 (VAT £7.20)
URC/Hire of Hall 2012	£	100.00
JM Beale	£	463.63
Remuneration:	£	344.62
Fixed Expenses	£	34.26
Photocopying/Stationery	£	62.25 (VAT £12.45)
Postage	£	7.20
Telephone Call & Line		
Rental	£	15.00

Any Other Business: The Chairman asked that unadopted minutes should be removed and replaced with approved minutes each month. Cllr. John Fletcher said this is not a two minute job and suggested that the minutes should not be posted on the website until they have been adopted. Cllr. John Fletcher to bring recommendations to the next meeting.

The Chairman has spoken to all councillors recently to say that whilst the Chair has changed, the way in which business is conducted has not changed and any communication that goes out from this Council, or on behalf of this Council, must be approved by the full Council first.

Cllr. John Fletcher said that Holt Sings will be carol singing at Box Steam Brewery on 13th December and the Brewery has offered to give a donation to the War Memorial restoration fund.

Cllr. Basil Ash complained about the state of the pavement from the Glove Factory Studios to Ground Corner. Cllr. Trevor Carbin has been asked to raise the matter with Wiltshire Council.

The Village Hall Committee has requested use of the Playing Fields for the Music Festival on 1st June, 2013.

