

The Annual General Meeting of Holt Parish Council was held on 23rd May 2013 at the United Reform Church.

Present: Cllr. Becky Stevens, Cllr. Jane Grant, Cllr. A. Pearce, Cllr. Steve Siddall, Cllr. Bob Mizen, Cllr. Tom Stimpson.

In Attendance: Cllr. Trevor Carbin, PCSO Andrew MacLachan, Sgt. James Brain.

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

Open Meeting: Mr. John Fletcher reported that approval has now been given for works to trees previously highlighted for this financial year and the next financial year. He has prepared a plan of trees in the Village. All trees are numbered. He said that Wiltshire Council has done work to trees at the top end of the Village; the work is not first class, but no harm has been done.

Ginko Biloba – objections have been raised to this tree being planted on Ham Green and it was agreed that the Village Facilities Committee should meet with Mr. Fletcher, Crispin Keysar (tree surgeon) and, hopefully, Mr. Chris Kirk (Wiltshire Council) to discuss what should be done with tree stock. Cllr. Bob Mizen to arrange a meeting.

The Chairman thanked PCSO Andrew MacLachlan for attending the meeting and for his report, which is as follows:

Holt PC Report 23rd May 2013

Wiltshire Police NPT Bradford Rural

Crime statistics 22nd April – 22nd May 2013

There have been 40 reported incidents for the Bradford Rural beat of which 7 occurred in Holt. This compares with 29 reported incidents for the Bradford Rural beat of which 8 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 (personal) | 7 (3) | 0 (0) | |
| Anti Social Behaviour (Nuisance) | 1 (0) | 0 (0) | |
| Burglary | 4 (4) | 1 (1) | 21 st May – Shed break Hawcroft. Enquiries ongoing. |
| Criminal Damage | 2 (2) | 0 (1) | |
| Drug related | 1 (0) | 0 (0) | |
| Theft and Handling | 9 (6) | 1 (1) | 8 th May – Box Steam brewery. Theft of electrical cable. Enquiries ongoing. |
| Violence against the person | 3 (2) | 0 (1) | |
| Other | 3 (2) | 0 (0) | |
| Domestic related | 3 (3) | 2 (2) | Details not publically available |
| Suspicious circumstances | 2 (1) | 0 (1) | |

| | | | |
|-------------------|-------|-------|---|
| Transport related | 5 (4) | 3 (1) | 5 th May – driver stopped by police. Positive breath test. 30 th April – Little Parks. Parked vehicle rolled in to a garden. 3 rd May – Melksham Rd. 2 vehicle RTC – minor injury. |
|-------------------|-------|-------|---|

Priorities

The priority for the Rural Beat is tackling theft throughout Bradford Town Centre and the villages. Regular high visibility and plain clothed patrols are being carried out throughout the beat to deter or catch criminals.

Other incidents of interest

- There have been several shed burglaries recently in the town centre and rural beats and in one instance, 2 high value bicycles (totalling £2800) stolen. We urge everyone to be alert to shed breaks and to keep high value items, such as this, somewhere more secure, if possible.
- Rogue Traders/attempt distraction burglars continue to operate in our area with one in Holt and one in the town centre recently. Luckily, no property was stolen, nor any money exchanged. Please urge residents not to allow these people in to their houses nor hire them for any services. They will use all kinds of stories and appear nice just to gain respect, and will use this to try and enter the house with a view to stealing items/cash etc. Call 999/101 if concerned.
- May I take this opportunity to tell you of Anthony Matthew who work supports farmers through a charity - The Faming Community Network, (previously the Farm Crisis Network). If a farmer or a family member needs any support on any issue he can help them.

The Helpline number is 0845 367 9990 and is staffed every day from 7 am to 11 pm

www.fcn.org.uk

Success stories

- There have been a series of hotel incidents whereby entry is gained to the bedroom and items stolen including car keys and then the car itself. I am happy to report, that following extensive police cooperation between Wiltshire Police and our colleagues in Avon and Somerset, two males have been arrested in relation to these incidents and enquiries are ongoing.
- A series of warrants were executed on the 8th May throughout Wiltshire, including several in the Trowbridge and surrounding areas. The Operation involved 130 Police
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- Officers and PCSO's and the addresses searched were a result of community intelligence gathered. The following outcomes were achieved:
 - 22 addresses were searched
 - 13 people were arrested (reasons for arrests included suspicion of handling stolen goods, possession with intent to supply class A and B drugs, possession of drugs, money laundering, cultivation of cannabis and possession of firearm - believed to be a stun gun)
 - Drugs were seized at 13 addresses
 - Two Hydroponics set ups (used for the cultivation of cannabis) were dismantled.
 - Approximately £2,000 in cash was seized.
 - Operation Harness leaflets, detailing the activity that had taken place, were delivered to approximately 1,000 addresses.

These operations demonstrate that community intelligence is of tremendous value to the police and anyone with suspicions of criminal activity should report it using the 101 or 999 phone numbers. There are further similar days planned in the future.

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

PCSO Andrew MacLachlan 0752 897 2236

22nd May 2013

It was confirmed that the RTA at the mini roundabout in April was a minor incident.

A complaint has been received about a 50cc bike being ridden in The Walk; the Police had not been informed.

MJ Church vehicles – concern was expressed by councillors about the intimidating way in which MJ Church's vehicles are driven through the Village. The Police agreed to speak to the company on the Council's behalf and to carry out speed checks. The Clerk to pass contact details to Andrew MacLachlan.

Miss Rita Clayton highlighted the chaos caused in Lions Orchard and The Midlands by parking of vehicles by visitors to the Courts and the Glove Factory Studios. The Police can only intervene when a vehicle is parked in such a way as to cause an obstruction. She asked Mr. Nick Kirkham to provide better signage to the overflow car park and the Traffic Committee to consider requesting that the proposed double yellow lines in The Midlands be extended to Lions Orchard. Ms Clayton to contact the Police if there is an obstruction.

Mr. Nick Kirkham, Glove Factory Studios, reported as follows:

- Work to stop leaks in Dawes' Pond has not yet been done.
- The revised plan for development at the Glove Factory Studios now includes more trees.

- Spoil from the attenuation pond will be spread across the field, thus raising the surface level.
- The Brook will remain unchanged.

Cllr. Steve Siddall presented the current proposals for double yellow lines in The Midlands. These run from the entrance to the Village Hall Car Park around the bend, on the other side of the road from the garage to the far side of the bend and on the bend at the entrance to the Midlands.

It was considered that proposed improvements to the pavement should include the whole length of pavement from the main road to the Glove Factory Studios.

Mr. Gerald Milward-Oliver will contact Mr. Alan Creedy regarding the letter sent to him by Mr. Martin Moyes regarding the traffic plan ; Cllr. Trevor Carbin to follow up if there is not a successful outcome.

Mr. Gerald Milward-Oliver reported that the exhibition regarding the Kingston Farm development received a positive response from members of the public. Bradford-on-Avon Town Council will make a decision on 18th June and it is anticipated that the plan will go to Committee in September.

Mr. Kirkham said that development at the Glove Factory Studios has been split into two parts, pond and flood works and car park, so that if one application is held up the other can go ahead.

The Chairman congratulated Cllr. Trevor Carbin on re-election to Wiltshire Council. He reported that the overall set up of Wiltshire Council largely remains unchanged and Jane Scott continues to be Leader of the Council. He reported that the Zig Zag bus service is likely to be reduced because of insufficient use.

Mr. Milward-Oliver said consideration is being given to setting up an electric bus in Bradford-on-Avon; this service may extend to Holt.

Mrs. Rebekah Harrison and Mrs. Marsha Nicholson each gave a short submission of why they would like to become councillors.

Election of Officers: Cllr. Becky Stevens asked for nominations for Chairman. Cllr. Becky Stevens was nominated and seconded for Chairman, there were no other nominations. This was unanimously agreed. Cllr. Becky Stevens accepted the nomination.

Cllr. Andrew Pearce was nominated and seconded for vice-Chairman, Cllr. Steve Siddall was nominated for vice-Chairman, there was no seconder. A vote was taken and Cllr. Andrew Pearce was unanimously elected. Cllr. Pearce accepted the nomination.

Cllr. Richard Goodman was nominated and seconded for treasurer. There were no other nominations and Cllr. Goodman was unanimously elected treasurer. Cllr. Goodman has previously said that he would accept the nomination.

Co-option of Councillors: It was proposed, seconded and unanimously agreed, that Mrs. Marsha Nicholson should be co-opted to the Council.

It was proposed, seconded and unanimously agreed that Mrs. Rebekah Harrison should be co-opted to the Council.

Cllrs. Nicholson and Harrison joined the meeting.

Declaration of Acceptance of Office: Those present completed and signed their declaration of acceptance of office.

Committees: Planning Committee – it was proposed, seconded and unanimously agreed that Cllr. Steve Siddall should chair the Planning Committee. Other members of the Planning

Committee are Cllr. Jane Grant, Cllr. Bob Mizen, Cllr. Robin Paice, Cllr Tom Stimpson. Cllr. Becky Stevens (ex officio)

Village Facilities Committee – it was proposed, seconded and unanimously agreed that Cllr. Bob Mizen should chair the Village Facilities Committee. Other members of the VFC are Cllr. Rebekah Harrison, Cllr. Marsha Nicholson, Cllr. Richard Goodman, Cllr Steve Siddall Cllr Tom Stimpson Cllr. Becky Stevens (ex officio).

Traffic Committee – it was proposed, seconded and unanimously agreed that Cllr. Becky Stevens should chair the Traffic Committee. Other members of the Traffic Committee are Cllr. Andrew Pearce, Cllr. Jane Grant, Cllr. Steve Siddall, Cllr. Rebekah Harrison.

Finance Committee – Cllr. Richard Goodman previously appointed treasurer. Other members of the Finance Committee are Cllr. Andrew Pearce, Cllr. Marsha Nicholson, Cllr. Steve Siddall. Cllr Becky Stevens.

Holt Tannery Limited Liaison Committee – It was proposed, seconded and unanimously agreed that Cllr. Steve Siddall should chair the Committee and members of the Planning Committee will also serve on HTLLC.

Pavilion Refurbishment Project Committee – this is a sub-committee of the Parish Council and two councillors must serve on the Committee. Cllr. Becky Stevens and Cllr. Bob Mizen agreed to join the Committee.

Minutes of the Meeting held on 25th April, 2013: The minutes of this meeting were approved and signed with the following amendments: page 4007 Paragraph 5 to read: 'there will be fibre optic broadband to the Glove Factory Studios with the possibility of Wifi connection to residents and business users on a commercial basis'. Page 4003 – reference to availability of Traffic Plan minutes to be re written by Cllr. Steve Siddall and presented at the June meeting for approval.

Cumberwell landfill site – Cllr. Steve Siddall has made a request to the Environment Agency for the following information regarding Cumberwell Landfill Site:

- How much of the current licence for 123200 tons has been tipped?
- Has any application been made to increase this quantity?
- What other licences exist for tipping at the site, what are their quantities and duration?

A response must be received within twenty days.

The Planning Committee to arrange a meeting with Mr. Chris Kirk, Wiltshire Council, re trees in the Village.

4014

Station Road – kerbstones repaired.

Insurance cover for individual councillors – Cllr. Jane Grant has spoken to the Came & Company, Insurers, and confirmed that Councillors should act corporately and never alone; should a complaint be made about a councillor this should be reported to the Clerk who in turn will contact the insurance company. Cllr Jane Grant to seek clarification on definition of working alone.

Karen Goring, Mrs. Hilda Stillman's daughter, has contacted the Council regarding an Oak tree planted on the Playing Fields in memory of her father, the late Mr. Raymond Stillman, and asked whether this tree is worthy of a plaque. Cllr. Bob Mizen to follow up.

Damaged verge Ham Green – repair work has not been carried out but the verge has greened over.

Affordable Housing – Cllr. Steve Siddall presented a letter which he proposes to send to Homes 4 Wiltshire asking for clarification of the criteria used when the affordable housing at Star Ground was allocated. This was agreed.

A letter of thanks has been sent to the Bowls Club re improvements to the path by the second sports court.

Football – Holt Youth FC has sent a letter to the Clerk re their activities which can be published in the Magazine. Cllr. Bob Mizen to liaise with Mr. Mark Jones re charges for use of the pitch.

Holt Adult FC – Mr. Ben Hogg has informed the Clerk that Holt Adult FC is to be reinstated. It was agreed that they should have use of the football pitch at a subsidised rate.

A response has been sent to Mr. Bruce Bronson re parked vehicles in the Village.

The Midlands – the dangerous state of the pavement has been reported to Wiltshire Council.

Vehicles parked on hard standing on Ham Green. Cllr. Bob Mizen placed a note on the windscreen of the vehicle concerned and the problem is now resolved.

Mr. Garry Aland has been asked to remove cuttings from the top end of the Playing Fields.

Dog fouling – an article has been placed in the Magazine.

Village Green Garage – both the Chairman and the Clerk have spoken to the proprietors regarding vehicles parked on the highway. They park vehicles away from Ham Green whenever possible and it was pointed out that visitors to the Village also park on the Green.

Planning Committee Report: Minutes of Planning Committee meetings held during the month are attached to these minutes.

Planning Application W/11/02226/FUL, Replacement barn, Forewoods Common - the barn is higher than it should be and enforcement officers have visited the site and instructed that a planning application must be submitted.

Kingston Farm Development – this will include 138 homes, factory and business premises. It is estimated that the development will incur 36 two way vehicle journeys during morning and evening peak times through Holt. The Council did not consider the increase in traffic to be significant.

] Forewoods Common – concern was expressed regarding the impact that the development will have on Forewoods Common crossroads. Cllr. Steve Siddall to draft a response which will be circulated to councillors for comment.

Land at Frogmore: Access to the development at the Glove Factory Studios across land at Frogmore; this may be requested at Phase II of the Tannery development. The Council needs to ascertain:

- Can the Parish Council sell the land?
- Would the Parish Council want to sell the land?
- The Value of the land.

It was proposed, seconded and agreed that up to £250 may be spent initially on legal advice.

Mr. Robert Quartley previously agreed that he would value the land for a fee of £300. Mr. Quartley to be asked if he is still willing to do so.

Village Facilities Committee Report:

- Benches – the bench sponsored by Mrs. Meg Slade has been restored and will be in situ very soon. One other bench has been repaired but not painted.
- Mr. Rob Thomas has been informed that the young rugby players using the Playing Fields are not covered by Parish Council insurance. The players will pay 50p per session which will be passed to the Council.
- War Memorial – a grant application has been submitted and 50% of the cost of restoration requested. A presentation will be made to the Bradford-on-Avon Area Board and a grant of £2000 requested. Funds from the Auction of Promises will cover any shortfall in funds.
- The War Memorial Railings have been painted by Mr. Paul McNeill. He carried out the work free of charge.
- Children's Play Area – following the annual safety inspection report a working party will meet on 22nd June at 2.30pm to carry out repair work. The Youth Club to be invited to join in.
- Dawes' Pond – the area has been reseeded.
- Holt Youth FC has complained about the amount of dog fouling on the Playing Fields. The problem to be highlighted through the Magazine and Cllr. Bob Mizen agreed to display notices around the Playing Fields.

Traffic Committee Report:

- A report has been received of a 50cc motor cycle being ridden in The Walk.
- Mrs. Liz Moody has asked that SLOW should be painted on the road either side of the bend by Gaston Farm and also a different priority given to right turning traffic

approaching Ham Green from Bradford-on-Avon. This to be considered by the Traffic Committee.

- Cllr. Becky Stevens and the Clerk have met with Mr. Bill Parks and Mr. Andy Cadwallader, Wiltshire Council to discuss this Council's concerns about lack of communication between the Parish Council and Wiltshire Council. Holt Manor – they advised that legal proceedings are ongoing and Wiltshire Council cannot update us on the issue until proceedings are concluded.
- Cllr. Becky Stevens and the Clerk attended a presentation evening at County Hall regarding major changes to the way in which highway and street scene maintenance will be managed. Each area will be allocated a co-ordinator and Jenny Hiscocks will act for this area. Jenny Hiscocks to be invited to speak at a Council meeting.
- Footpaths 8 and 16 – the application to alter these footpaths has been withdrawn. Mr. Phil Harris has informed the Council that the footpath which he created to link footpaths 8 & 16 will be fenced off.
- Traffic Plan – The way forward has been agreed and the Plan will be part of the Neighbourhood Plan Group and will report back to the Parish Council along the same lines as the Neighbourhood Plan Group.

Pavilion Refurbishment Project Committee Report: Fund raising will take place in June to include a wine tasting at the Glove Factory Studios.

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

Holt Tannery Limited Liaison Committee: Notes of a recent meeting have been circulated to Councillors.

Neighbourhood Plan and Localism Act 2011: Designation of the area of the Plan has been approved by Wiltshire Council. It has been suggested by Mr. Geoff Winslow, Wiltshire Council, that the Group should draw up some terms of reference. Cllr. Andrew Pearce to present proposed terms of reference to the next meeting.

Website: Cllr. Andrew Pearce has spoken with Mr. John Fletcher. The person who set up the website has suggested that the functionality of the site should be reduced and that it should be made more attractive and easier to navigate. Cllr. Tom Stimpson said this is his area of expertise and he will liaise with Cllr. Andrew Pearce and Mr. Fletcher to consider ways in which to make the site more accessible.

Tree Planting: Village Facilities Committee to consider proposals from Mr. John Fletcher and bring proposals to the next meeting.

Wiltshire Association of Local Councils – Parish Council Representative: Cllr. Jane Grant agreed to continue to represent this Council at WALC meetings.

Holt Dramatic Society – Patronage: A request has been received from HDS for this Council to become a patron of the Society. The Council’s policy on Section 137 money precludes membership.

Correspondence: Mr. Andy Slade, Holt Sports and Recreation Committee, has offered to remove graffiti from and paint the practice board on the small sports court if the Parish Council provides the necessary materials; the Council was not prepared to do so.

Through the Magazine, residents to be reminded not to obstruct lowered kerbs when parking their cars; the kerbs are lowered to give access for wheelchair and pushchair users.

A complaint has been received about potholes and the poor state of the pavement at Hawcroft. The Clerk to report the pothole to CLARENCE.

Village Inspection: The inspection was carried out by Cllr. Steve Siddall. Garry Aland to be asked to trim the weeds on the path across Ham Green.

Wiltshire Council to be asked to clear the area between Mr. Basil Ash’s property, The Elms, and The Midlands.

Accounts:

i) **For Payment:** The following accounts were approved for payment:

| | |
|--|----------------------|
| Holt & Broughton Gifford Youth Club/ Donation | £250.00 |
| WALC/Annual Sub | £582.86 (VAT £97.14) |
| Wessex Water | £40.88 |
| Mrs Ann Crawford/Internal Audit | £120.00 |
| G. Aland/Caretaking/April & May | £473.76 |
| G. Aland/Ground Maintenance/April & May | £683.16 |
| Mr. Paul McNeill/Paint for War Memorial | £ 86.90 |
| JM Beale | £438.75 |
| Remuneration | £344.62 |
| Fixed Expenses | £ 34.26 |
| Photocopying& Stationery | £ 44.87 (VAT £8.96) |
| Telephone/Line Rental & Calls | £ 15.00 |

ii) **For Audit:** Held over to the next meeting.

Any Other Business: Cllr. Andrew Pearce reported that a traffic survey to include Bradford-on-Avon and Holt will be held during w/c 10th June.

Overhanging hedge, 375 The Street – the Clerk to request that it is cut back.

Councillor's expenses – a return, albeit a nil return, to be made to Wiltshire Council by 31ST May.