

A meeting of Holt Parish Council was held on Thursday 25<sup>th</sup> October at the URC Hall.

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

**Apologies:** Cllr. Martin Moyes, Cllr. John Fletcher.

**In Attendance:** Cllr. Trevor Carbin, PCSO Andrew MacLachan.

**Open Meeting:** The Chairman welcomed Cllr. Trevor Carbin, PCSO Andrew MacLachan and Mr. Robert Curtis to the meeting. A representative from Wiltshire Council decided not to attend the meeting as there is still no progress to report on Holt Manor Issues.

PCSO Andrew MacLachan informed the meeting that PC Jamie Darville has been appointed Community Beat Officer for this area and reported as follows:

- There has been one incident of anti-social behaviour involving one person receiving constant text messages.
- Two incidents of theft – one a catalytic converter and one theft of a licence plate.
- Two incidents of disruptive behaviour from school children from another area and one of historic domestic violence.
- One issue of concern for safety of a resident.
- One of suspicious circumstances when a male approached a female in The Midlands after dark.
- Three transport related incidents. The girl who was knocked down near the Three Lions recently is making a good recovery.
- Since the break in at the pavilion he has spent a great deal of time talking with youth in the Village.
- Pedestrian crossing – concern has been expressed by parents that vehicles do not always stop at the crossing. He has monitored the crossing for a couple of mornings and witnessed one moped not stopping and a lot of confusion from other drivers. He will continue to monitor the crossing at school arrival/leaving times.
- Rogue traders continue to be a problem in the area. He urged people to be vigilant and to call the Police on 101 should they witness anything unusual.
- Charity collections – there is team of bogus charity collectors operating in the area.
- There has been a series of burglaries in the Bradford-on-Avon area (none in Holt); a man has been arrested and there have been no further burglaries.

PCSO Andrew MacLachan is happy to be contacted on his mobile 'phone - 0752 897 2236. His mobile 'phone is switched on whilst he is on duty; at other times the Police can be contacted on 101.

Cllr. Becky Stevens asked if it is an offence to park a vehicle across a dropped kerb as, this is occurring in The Midlands. PCSO MacLachan

confirmed that it is an offence if causing an obstruction or if a white line is painted on the road. He offered to look at the problem.

Cllr. Bob Mizen complained about the aggressive way in which MJ Church's lorries are driven through the Village; two drivers were recently observed using mobile 'phones while driving. PCSO MacLachan will follow this up and the Clerk to write to MJ Church.

The Chairman offered congratulations to PC Jamie Darville on his appointment.

Mrs. Heather Morris gave an update on the Neighbourhood Plan. Several focus groups have been held during the summer looking at the first draft in detail; a second draft is now being prepared and there will be further consultation. Mr. Geoff Winslow, Wiltshire Council, has spoken to the NHP steering group and is a good contact and good source of advice.

Mr. Gerald Milward-Oliver reported that there has been a lot of progress on the housing side of the Tannery Development and further information should be available by the end of November.

Cllr. Trevor Carbin reported as follows:

- Speed limit on the B3106 will change to 40mph on 29<sup>th</sup> October. Further changes to speed limits in the area, including the B3107 from Holt to Bradford-on-Avon should follow within the next few weeks.
- Free swimming is available to children under 16 during half-term.
- Anti-social behaviour strategy is being drawn up and there is a consultation on Wiltshire Council web site.
- Freight assessment survey to be held on B3107.

Mr. Robert Curtis gave a short presentation on his proposed project to build a BMX track in the Village; a suitable site has yet to be identified, but needs to be no larger than a tennis court. He has arranged a meeting for interested parties at the Village Hall on 11<sup>th</sup> November. He was advised to contact Mrs. Meg Slade for advice on fund raising. PCSO Andrew MacLachan offered his support. Mr. Curtis to liaise with Cllr. Bob Mizen.

**Minutes of the Meeting held on 27<sup>th</sup> September 2012:** The minutes of this meeting were approved and signed.

**Matters Arising:** Affordable housing – it has been established that all those awarded affordable housing in the Village have a local connection. Cllr. Steve Siddall to establish what is in place to ensure that the houses go to people with a Holt connection when they are re-allocated in the future.

Mr. Garry Aland has been asked to take care when strimming around trees.

Holt Manor Signage – an announcement pending.

Damage to kerbstones during construction of the pedestrian crossing – reported to CLARENCE. The Clerk to follow up.

Bradford-on-Avon Community Area Partnership meeting held on 18<sup>th</sup> October  
– Holt Parish Council was not represented at the meeting.

Bids for the 2012/13 precept to Cllr. Martin Moyes by 26<sup>th</sup> October 2012.

Damaged manhole covers – reported to CLARENCE.

**Planning Committee:**

**i) General Report:**

**Applications:**

W/12/01812/FUL Construction of new single storey rear extension

**Parish: Holt**

**Ward: Holt And Staverton** 184 The Common Holt Wiltshire BA14 6QL

26.09.12

Full Plan Grid Reference: (E) 386590 (N) 162194

Case Officer: Charlotte  
Douglas

Applicant: Dan Lyus

**Planning Cttee Decision:**

Clerk actioned:

W/12/01897/FUL

**Parish: Holt**

**Ward: Holt And Staverton**

15.10.12

Full Plan

Retrospective planning application for two agricultural buildings, one is an extension to an existing stock building and another is a replacement for a former stock building.

Case Officer: Mr Kenny Green Copse Farm Great Chalfield Holt Trowbridge Wiltshire

Grid Reference: (E) 386438 (N) 162703

Applicant: Mr J Ovens

This application to be considered by the Planning Committee.

**Decisions:**

W/12/01502/LBC Refurbishment of flagstone floors, internal walls and doors

Holt

Milton House 384 Ham Green Holt Wiltshire BA14

6PX

08/08/2012

Listed building

*Dev't Type: Listed Building*

Applicant: Ms L Creedon

Delegated Decision: Consent

ii) **Holt Tannery Project Master Plan:** The Chairman apologised for wrongly assuming that the Planning Committee would progress the decision made in June to establish a group to liaise with HVR comprising councillors and members of the community plan steering group. It was agreed that a new group will now be formed to include representatives from the Neighbourhood Plan Steering Group, the Traffic Committee and the Planning Committee. Cllr. Steve Siddall agreed to chair the group which will be called Holt Village Regeneration Liaison Committee.

**Village Facilities Committee:** Cllr. Bob Mizen reported as follows:

i) **General Report:**

- A draft budget for 2011/14 has been agreed and passed to Cllr. Martin Moyes.
- Graffiti – Cllr. Steve Siddall has removed graffiti from the wooden shelter on Ham Green and Cllr. Bob Mizen has removed some of the graffiti from the youth shelter.
- Paul Bloomfield, Bowls Club, has been approached re painting of the bench which they requisitioned. A response is awaited from the Secretary.
- Funding is available to paint two further benches. They need to be bolted to the ground and the cost for this will be approximately £350. Quotes requested.
- One security camera has been installed by a local contractor and results are being monitored. A second camera to be installed alongside the second sports court.
- Cllr. John Fletcher has carried out a very comprehensive tree survey together with a plan for maintenance of the trees. Funds do not permit for all the work to be carried out and VFC recommends that work is carried out to two trees on the Playing Fields. A quote of £370 has been received from Crispin Keysar. This was agreed. A balance of £30 will be carried over to next year's budget.
- Cllr. John Fletcher has offered 40kgs of mixed daffodils to be planted in the Village. It was agreed that they should not be planted on the greens as they would cause problems with grass cutting. Suggestions please.
- War memorial – the railings need to be painted and the area generally tidied up. It was agreed that new gravel should be spread prior to the Remembrance Day service and Cllr. Bob Mizen will place an article in the Magazine asking for donations towards the cost of painting the railings.
- The litter bin at the far end of the Playing Fields to be removed and a bin from the Pond area will replace it.
- There has been a request from a resident to place a marquee on the Playing Fields for a wedding reception. Reservations were expressed

about this request. VFC to consider and make recommendations to the next meeting.

**ii) Playground Safety Inspection:** It was agreed that Digley Associates should be asked to carry out the inspection again this year. The cost will be the same as last year.

**Traffic Committee:**

**i) General Report:**

- Double Yellow Lines, The Midlands – raised at CATG meeting on 1<sup>st</sup> October. Going through due process.
- Kingston Farm development – at the CATG meeting several councillors were keen to have a complete weight restriction in Bradford-on-Avon during construction of the development. Cllrs. Moyes and Pearce said that similar arrangements should be made for Holt. No decision was made at the meeting. To be monitored by Cllr. Martin Moyes and Cllr. Andrew Pearce.
- Melksham roundabout weight restriction signage for Bradford-on-Avon – a decision expected in December.
- Beckerley Lane – Several emails have been received from residents of Beckerley Lane regarding painting of white lines at its junction with The Common. The Traffic Committee has been in touch with Mr. David Thomas, Highways, who says it is now Wiltshire Council policy not to put white lines anywhere. This to be challenged and the Traffic Committee will also follow this up with PC Jamie Darville.
- Lions Orchard – Rita Clayton has reported that Mr. Nick Kirkham, Glove Factory Studios, is providing a sign for Lions Orchard. Ms Clayton confirmed that the new car park is being used more and she is happy with the situation.

**ii) Holt Manor & Road Signage:** An email has been received from Mr. Harris, Holt Manor, in which he states that our minutes are incorrect as they record that signs have been removed when, in fact, they have not. The clerk to respond to Mr. Harris, informing him that the minutes accurately record the fact that this Council was told by Wiltshire Council that the signs had been removed and that, if he considers this report inaccurate, he should raise the matter with Wiltshire Council.

**iii) Response to Traffic Report from Mr. Keith Firth of SKM Buchanan:** Cllr. Becky Stevens said that it was agreed at the last meeting that the Traffic Committee would start a Traffic Plan – based on that, Councillors Moyes, Pearce and Stevens have met with Mr. Gerald Milward-Oliver, who works with the Bradford-on-Avon Historic Core Zone, (notes of the meeting have been circulated) and received useful information on how to progress the Traffic Plan. The Traffic Committee has since met with the Neighbourhood Plan Group Steering Committee and the NHPG has agreed to work with members of the Traffic Committee to form the Traffic Plan Group which Cllr. Martin Moyes has agreed to chair. A Traffic Plan will be written over the next 6/9 months. The Traffic Plan forms very much a part of the Neighbourhood Plan and the two will be combined to form the Holt Neighbourhood Plan. It is hoped that Cllr. Trevor Carbin, a member of Wiltshire Constabulary, the National Trust and Wiltshire Highways will join the group.

Cllr. Becky Stevens presented a draft letter to Wiltshire Council Spatial Planning Department informing them of this Council's intention to write a Traffic Plan. It was agreed that the letter should be sent.

The Chairman thanked Cllr. Becky Stevens for her work towards a Traffic Plan.

**iv) Footpaths & Greens:** In the absence of Cllr. Martin Moyes, Cllr. Becky Stevens reported as follows:

- The new forms have been received from those who originally responded to the initiative and Cllr. Martin Moyes and Cllr. Bob Mizen will collate the information next week.

An email has been received from the Open Spaces Society urging people to contact their MPs to speak against clause 13 in the Growth and Infrastructure Bill, which has its second reading in the House of Commons on Tuesday, 30<sup>th</sup> October. The bill will make it difficult, if not impossible, to register land in England as a town or village green once it has been identified for development. To be passed to Cllr. Martin Moyes for action if he considers it to be appropriate.

**New Pavilion Project Committee Report:** Cllr. Barbara Tucker reported that the recent Coffee Morning raised £142.00. A Christmas Fare will be held at the Old Ham Tree on 1<sup>st</sup> December.

**Bradford-on-Avon Community Area Board:** Nothing to report.

**Neighbourhood Plan and Localism Bill:** Cllr. Jane Grant reported as follows:

- Consultation on section 106 planning applications – no implications for Holt.
- Community Infrastructure Levy Consultation – Charging Schedule. Deadline 5<sup>th</sup> December. The CIL is charged per square meter of housing development; it should be helpful for developers of the Tannery site. Cllr. Jane Grant to ask WALC for further details to ascertain if we can be specific about what the Council would like from the Tannery Development.

Cllr. John Fletcher arrived at the meeting.

Cllr. Andrew Pearce reported on a interesting meeting with Mr. Geoff Winslow, Wiltshire Council, who has given NHP Steering Group a great deal of information regarding development of a neighbourhood plan, including a large scale plan of Holt. The Parish Council now has to approach Wiltshire Council to ask if they can do a Neighbourhood Plan and say what area is to be covered by the Plan. A scoping statement has to be produced and sent to

Wiltshire Council, it will then go out on a formal 6 week consultation period to allow people to comment on what should be included in the Plan.

**Tannery Development:** Previously covered under other items.

**Correspondence:** An invitation has been received from Wiltshire Council to the opening of the new County Hall. No one is able to attend.

An invitation has also been received to a Town Gathering in Bradford-on-Avon. No one is able to attend.

**Caretaker's Report:** Cllr. Bob Mizen carried out the Village inspection and submitted a written report. Garry Aland will be asked to carry out the relevant work. Mr. Andy Slade, HSRC, to be advised that one gate to the second sports court is not locked.

**Accounts for Payment:** Cllr. Bob Mizen abstained from discussion as one of the cheques was payable to him.

The following accounts were approved for payment:

EON	£ 23.38 (VAT £1.11)
Donation/St. Katharine's Church	£ 200.00
Playforce/Swing Fittings	£ 92.76 (VAT £13.46)
Cllr. Bob Mizen/Fittings	£ 25.95 (VAT £5.18)
G. Aland/Ground Maintenance/July	£ 280.08
G.Aland/Caretaking	£ 171.08
JM Beale	£ 403.60
Remuneration:	£344.62
Fixed Expenses	£ 34.26
Photocopying/Stationery	£ 9.72 (VAT £1.62)
Telephone Call & Line Rental	£ 15.00

**Resignation of Cllr. John Palmer:** The Clerk read a letter to the meeting from Cllr. John Palmer tendering his resignation from the Parish Council. Cllr. Bob Mizen reflected the view of the Council when he said that Cllr. John Palmer was one of the best Chairman the Council has had. Cllr. John Palmer left the meeting and invited everyone to join him at the Old Ham Tree for a drink.

Cllr. Becky Stevens took the chair and asked for nominations for chairman. Cllr. Jane Grant proposed Cllr. Becky Stevens, this was seconded by Cllr. Barbara Tucker. Cllr. Becky Stevens accepted the nomination. There were no other nominations, a vote was taken, all in favour.

The Chairman then asked for nominations for vice-chairman. Cllr. Bob Mizen proposed Cllr. Andrew Pearce, with the proviso that this appointment would not preclude a younger person being appointed to the position after the May 2013 elections. This was seconded by Cllr. John Fletcher. There were no other nominations, a vote was taken, all in favour. Cllr. Andrew Pearce

accepted the nomination with the proviso that he may choose to stand down as vice-chairman at the May 2013 elections.

**Committees:** It was agreed that the Committees should remain unchanged for the remaining term of the Council. Cllr. Becky Stevens expressed the wish to continue as Chair of the Traffic Committee for the time being.

**Co-option of Councillor:** It was agreed (7 in favour, 2 against) that a councillor should not be co-opted at this time, as elections will be held in May 2013. The vacancy will be advertised in the usual way and an election held, should 10 or more electors call for an election.

The newly elected Chairman thanked the meeting for placing their trust in her and electing her chair for the remaining term of the Council. She said she faced the task with some trepidation. She paid tribute to Cllr. John Palmer by saying that he had been an outstanding chairman and will be a hard act to follow. He has made a huge contribution to the Village during his 22 years as a councillor, 12 of which as Chairman. The resounding response from councillors, when asked, had been that John had been a fair and open councillor, under whose chairmanship councillors and committees alike had become far more pro-active and much had been achieved. Cllr. Becky Stevens thanked Cllr. John Palmer for his support and guidance during her time as vice-Chairman.

**Any Other Business:** Cllr. Andrew Pearce to lay the Parish Council wreath at the Remembrance Day service on 11<sup>th</sup> November.

Freight Assessment Survey – Cllr. Steve Siddall noted that Holt is a number one priority and it is hoped that results of the survey will serve to hasten the building of the Hilperton Gap road

Cllr. Basil Ash expressed concern about the warden service at The Elms. Cllr. Trevor Carbin to follow up.

Footpath survey – not yet complete.