

A meeting of Holt Parish Council was held on Thursday, 27th September 2012 at the URC Hall.

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

Apologies: Cllr. Bob Mizen.

In Attendance: Cllr. Trevor Carbin, PC Jamie Darville.

Open Meeting: Cllr. Trevor Carbin reported as follows:

- CATG – the next meeting will be held on 1st October. The Chairman confirmed that Holt PC will be represented.
- Wiltshire Core Strategy out for consultation again. There will be no changes to the boundaries of the Holt Area.
- 20mph speed trial done in Westbury – a report is expected in October.
- New County Hall library opened on 12th September.

Despite it being reported at the last meeting that the brown signs on the Highways verge at Holt Manor had been removed, Cllr. Steve Siddall said they are *in situ*. Cllr. Carbin to clarify whether they have been removed and reinstated or not removed at all.

Minutes of the Meeting held on Thursday 23rd August 2012: The minutes were approved and signed with the following amendment: page 3049 to read 'Ms Rita Clayton reported that problems in Lions Orchard caused by visitors to The Glove Factory Studios and the Courts have largely been resolved and new signage is beginning to be effective, but not in The Midlands.

Minutes of the Extraordinary Meeting held on Friday 20th July 2012: The minutes of this meeting were approved and signed.

PC Jamie Darville arrived and the Chairman welcomed him to the meeting. He reported as follows:

- Graffiti - no leads to date.
- Pavilion break-in – no leads
- Youth Club – the Police have been working with trustees of the Youth Club to resolve recent unruly behaviour which resulted in the Club being suspended for a while; it is intended that meetings will resume next week.
- Parking problems in The Midlands are largely resolved now cones are being put out daily.
- Incidents of inappropriate parking of vehicles should be reported to the Police at the time of the offence either by email bradfordonavonruralnpt@wiltshire.pnn.police.uk or on the non emergency number 101.
- Parking on the main road near the entrance to Beckerley Lane impairs visibility for drivers exiting the road. Police have asked residents to bring a petition to the Parish Council for consideration by Bradford-on-Avon Community Area Board for white lines to be painted on the road at the junction. Cllr. Jane Grant to contact residents.
- PCSO Andrew McLachan will replace PCSO Vicky Huntley.

PC Darville was asked to offer Police support for the Youth Club at Bradford-on-Avon Community Area Board meetings, and particularly at the December meeting when the Youth Club will be applying for grant funding.

Matters Arising: The Elms – Cllr. Basil Ash reported that on 23rd August a warden did not visit the site or telephone residents. On 14th September only one of three applicants for the post of warden was appointed; this means there are only two regular wardens for seventeen sites. Cllr. Basil Ash was asked to continue monitoring the situation and to share the information with ENARA and ask for feedback from them. More residents have asked for services to be reinstated, having previously signed to say they did not require warden attendance.

Cllr. Jane Grant reported on a WALC meeting which she recently attended:

- Flyposting – WALC has supplied guidance on the definition of the offence and penalties which can be exerted and recommends that anything considered to be serious should be referred to the police and pursued through the magistrates' court. The Council considered that Wiltshire Council should carry this responsibility and that incidents of flyposting should be reported to them. The information to be passed to Cllr. Bob Mizen.

- Neighbourhood Planning implementation – WALC Executive Committee has invited Mr. Brad Fleet, Wiltshire Council, to its December meeting to answer questions about things like the amount of local community influence over the neighbourhood plan and the proportion of planning gain money that will be allocated to the neighbourhood in which the development takes place. Cllr. Jane Grant was asked to clarify whether we have a right as a parish council to prepare and publish a proper full community plan.

- WALC AGM will be held on Friday 26th October at 10.30am at Chippenham Town Hall. Cllr. Jane Grant to attend.

Affordable housing – Cllr. Barbara Tucker reported that the houses have now been allocated. Concern was expressed about the way in which the properties were allocated. Cllr. Steve Siddall to follow up to ascertain the criteria by which the houses were allocated and the proportion which have been allocated to people with a proper connection to Holt.

Approval has been given for two dead Cherry trees on the Playing Fields to be felled.

Garry Aland to be asked to ensure that care is taken when strimming, particularly around trees.

Cllr. Andrew Pearce has agreed to represent the Parish Council at Bradford-on-Avon Community Area Board meetings and has attended a meeting.

Mr. Geoff Winslow, Wiltshire Council, will be meeting with the Neighbourhood Plan Steering Group next week; it was considered better to invite him to speak at a Council meeting after he has spoken to the Steering Group. The Chairman stressed the importance of knowing the aegis of the Community Plan being written, does it or does it not have the endorsement in principle of Wiltshire Council; if not, why not and what has to be done to get it.

A letter has been sent to Mr. & Mrs. Hulbert acknowledging the difficult situation in which they find themselves regarding development of the Tannery Site.

Mr. Tony Timbrell has been advised to contact the Police on 101 should he encounter inappropriate parking of vehicles.

Community First AGM – Cllr. Jane Grant attended the meeting on 12th September and reported as follows:

•A new idea 'One Front Door' was discussed. This is a plan to bring together several charities under one umbrella, providing a single portal – i.e. one telephone number and one website. It would also combine back office functions such as HR and finance administration. It would also help to avoid duplication and allow the greatest expert to provide the required service. In time they may move to a single headquarters. The organisations involved are: Community First, Charities Information Bureau, Grow and Wessex Community Action.

Steps leading to Avonfield from The Star – these have been cleared.

Planning Committee:

i)General Report:

Applications:

W/12/01562/TCA To fell 2 Prunus flowering cherry trees
Parish: Holt
Ward: Holt And Staverton Holt Recreation Ground The Street Holt
 24.08.12 Wiltshire
 Tree(s) in Conservation
 Area Grid Reference: (E) 385948 (N) 161848

Case Officer: Mr Chris Kirk

Applicant: Holt Parish Council

Planning Cttee Decision:
 Clerk actioned

Decisions:

Application No: W/12/01410/S73
Site Address: 124 The Midlands Holt Wiltshire BA14 6RG
Proposal: Variation of condition 2 on planning application
 W/11/03133/FUL to substitute
 revised plans for removal of an existing rear
 extension and construction of a
 new rear extension
Applicant: Mr And Mrs Seller
Case Officer: Mr Mike Wilmott

Application No: W/12/01090/FUL
Site Address: 351 The Street Holt Wiltshire BA14 6QH
Proposal: Vehicular access and bridge
Applicant: Mr Timothy Burgess
Case Officer: Mr David Cox

Category of Full Plan
Decision: Permission Decision 06/09/2012

Application No:	W/12/01538/TCA		
Site Address:	324 Station Road Holt Wiltshire BA14 6RD		
Proposal:	Reduce crown size of two Breech Trees (T1 & T2) by 10% - 15%		
Applicant:	Mr Paul Stone		
Case Officer:	Mr Chris Kirk		
Category of Decision:	Tree(s) in Conservation Area	No Tree	Decision 10/09/2012
	Preservation Order be made		

Cllr. Steve Siddall attended the consultation event for Kingston Farm. Concern was expressed about heavy traffic using the site; because of weight restrictions, all heavy traffic will be directed to Forewoods Common. It was considered that weight restrictions should also be imposed in Holt during and after development of the site. Concern was also concerned about the proposed entrance between factories 2 and 3 on the plan. The developers have sought to address the problem of the narrow road at this point, but Highways do not consider changes to the road to be necessary or desirable.

ii)**Holt Tannery Project Master Plan:** Cllr. Becky Stevens to draft a letter to HVR Ltd. to accompany the report on feedback from the open meeting held on 20th July. This to be done as a matter of urgency.

Village Facilities Committee General Report:

In the absence of Cllr. Bob Mizen, Cllr. Steve Siddall presented the report.

- The swing for less able children has been repaired and reinstalled.
- Security cameras will be installed on the Playing Fields within the next two weeks.
- Benches – estimates for two concrete benches are being obtained.
- Waste bin in the new play area has sharp edges. It is intended that it will be removed and replaced with one of the bins in Dawes' Pond. The person who does the concrete bases for the benches to be asked to move the bins.
- Dawes' Pond – weed build up needs tackling.
- All grass verges in the Village have been cut, with the exception of the verge by the Pond.
- Molehills on the Playing Fields have been flattened.
- HSRC to repair the broken fencing near the Pond area and reinstate the footpath adjacent to the new sports court.
- Children's Play Area, safety surfaces – Garry Aland to be asked to clear debris.
- Youth shelter graffiti – Cllr. Bob Mizen to try to remove.
- Wooden shelter, Ham Green graffiti – Cllr. Steve Siddall to remove.
- The Bowls Club have commandeered one of the metal seats. A member of the VFC to approach the Bowls Club to ask if they are willing to restore the seat at their expense.
- Village Hall hedge – there is a dead tree in the hedge. The trustees to be asked to remove the tree.
- Posts Ham Green – ongoing.

Cllr. John Fletcher reported that Mr. Crispin Keysar has agreed to put aside some of the wood from a recently felled Oak tree; when seasoned the wood could be used for informal benches/seating.

Traffic Committee:

i)General Report:

Cllr. Becky Stevens reported as follows:

Ms Rita Clayton has reported signage for The Glove Factory and overspill car park are beginning to be effective. During the past month there have been twelve incidents of crazy parking from The Glove Factory to the entrance to the overspill car park and lorries have had to mount the pavement to get around the parked cars. Photographic evidence is available. Ms. Clayton to be encouraged to pass the photographs to the Police.

- Double Yellow Lines The Midlands – ongoing. To be raised at the CATG meeting on 1st October.
- Bradford-on-Avon town bridge weight limit – a response re signage at Melksham roundabout awaited from Wiltshire Council.
- Box Steam Brewery – Rachel Smith has been advised to approach Wiltshire Council re signage on B3107 advertising the business.
- Cllr. Becky Stevens has met with the resident of 183 The Common following an accident when pulling out of the drive; parked vehicles restrict visibility. It was suggested that a mirror could be placed opposite the driveway. However, the only suitable site is on privately owned land and the owner is not willing for a mirror to be erected.
- Beckerley Lane, petition for white lines – no approach from residents. The Traffic Committee to follow up.
- B3106 – 40mph signs will go up towards the end of October.

ii)Holt Manor & Road Signage: The Chairman has taken legal advice from WALC regarding both the open letter to councillors from Mr. Harris in the last issue of the Magazine and a letter from Mr. Harris's solicitors. The advice from WALC was extremely helpful and responses have been sent to both letters.

No progress to date regarding Holt Manor road signage. A representative from Wiltshire Council to be invited to attend the next meeting of the Parish Council to explain the position. The matter to be raised at the next Area Board meeting, if not resolved by then.

iii)Response to Traffic Report from Mr. Colin Buchanan: A report has been tabled. This was a workshop and a report written in tandem with the Parish Council and HVR Ltd. to get an independent overview of traffic not only in The Midlands, but in the Village as a whole. The findings of the workshop and report are very much in line with feedback from the open meeting held on 20th July. The Traffic Committee recommends that the Council should take part in production of a strategy in conjunction with the Neighbourhood Plan Steering Group to create a document which outlines how we see traffic, streetscape, etc. throughout the Village. Bradford-on-Avon created an historic core zone document which has been invaluable. It is considered important that such a document is in place so that when section 106 money from the Tannery or the community investment levy becomes available there is a plan in place. Hilperton Gap road to be included in the plan. Cllr. Becky Stevens to approach Mr. Gerald Milward-Oliver for advice.

iv)Footpaths & Greens: Footpaths: – Cllr. Martin Moyes reported that new forms have been distributed to those who originally responded; once they are returned they will be resubmitted to Wiltshire Council along with an extra form explaining what is being done; there will also be a form for any affected landowners.

Village Greens: Cllr. Martin Moyes considered it Important that the Council should act in response to residents' responses. The most commonly mentioned piece of land is the green area between Bradley Lane and Little Parks. Councillors were asked to encourage people to respond to this initiative.

New Pavilion Project Committee Report: Cllr. Barbara Tucker reported that there will a fund-raising coffee morning on 6th October and a Christmas Fare on 1st December. Raffle prizes please.

Applications for funding are being made.

Bradford-on-Avon Community Area Board: Cllr. Andrew Pearce gave a brief report of the meeting. Grant funding of £1195 was awarded to HSRC towards the second sports court.

Neighbourhood Plan and Localism Bill:

Neighbourhood Plan: Cllr. Andrew Pearce reported that several geographical focus groups have been held in the Village looking at the first draft of the Neighbourhood Plan. About 50 residents took part and he is collating the responses. The Steering Group is meeting Mr. Geoff Winslow, Manager, Spatial Planning Department, Wiltshire Council.

Localism Bill:

- Wiltshire Council has approved the new Standards Regime on which it recently consulted.
- Consultation on renegotiation of Section 106 planning obligations ends on 8th October. Cllr. Jane Grant asked if another councillor would work with her to consider the document and make a response.
- Communities Leading the Way: Localism and You. An event is being run by Community First on Saturday 24th November at Derry Hill. Cllr. Jane Grant is unable to attend.

Tannery Development: Covered under Planning.

Adoption of NALC Standing Orders – June 2011: An amended version of the NALC Standing Orders was presented by Cllr. Jane Grant. It was proposed and seconded that the Standing Orders as presented with the amendment that section 3B xvi be deleted should be adopted. A vote was taken and all present were in favour.

Correspondence: Mr. David Edwards, 400 Ham Green, has requested that the lower branches of the Horse Chestnut trees adjacent to his property be cut back. Cllr. John Fletcher reported that this was done earlier in the month; he doesn't know who carried out the work.

Caretaker's Report: Cllr. Martin Moyes carried out the Village Inspection and presented a report.

- The base of the War Memorial is in need of repair and he is happy to do the work with the help of another councillor. To be passed to VFC.
- Pedestrian crossing – kerbstones at Station Road were damaged during construction of the crossing. The Clerk to follow up.
- Steps from the Old Bakery, Ham Green to the main road – Cllr. Martin Moyes considers these to be dangerous and suggested that they should be filled in.

Cllr. Bob Mizen to carry out the Village Inspection in October.

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

EON	£	17.76	
Holt Village Hall/Hire of Hall/15/11/12	£	37.00	
Broker Network Ltd (Came & Co/Insurance Premium)		£1,137.00	
JP Todd Glass & Glazing/ Repairs to Pavilion/Police Call Out	£	175.20	
Mazars/Audit Fee	£	342.00	
Cllr. John Fletcher /Apple Tree	£	25.00	(VAT £2.50)
G. Aland/Ground Maintenance/July	£	394.08	
G.Aland/Caretaking	£	312.55	
JM Beale	£	605.86	
Remuneration:		£344.62	
Fixed Expenses	£	34.26	
Pension Fund		£196.08	
Photocopying/Stationery	£	15.90	(VAT £3.18)
Telephone Call & Line			
Rental	£	15.00	

Cllr. Martin Moyes presented an analysis of accounts to date, which are in line with the precept. Funds which are not part of precepted income have been removed from the main accounts.

Bids for expenditure for 2013/14 to be sent to Cllr. Martin Moyes by 26th October.

The Chairman thanked him for the report.

Any Other Business: The Chairman has received several complaints about smoke coming from a farm on the Bradford-on-Avon side of the Village – this continued for several days and created an acrid smell. Cllr. Barbara Tucker confirmed that this will not happen again.

Cllr. Jane Grant said the Bradford-on-Avon Community Safety Partnership meeting will be held on 18th October. Cllr. John Fletcher will attend if possible. The Clerk to get details.

Cllr. Steve Siddall noted that the Melksham News has reported that a petition is being set up for a skateboard park in the Village.

Cllr. Helen Quilliam reported three damaged manhole covers between Ground Corner and the Playing Fields. The Clerk to report to CLARENCE.

