

A meeting of Holt Parish Council was held at the URC Hall on Thursday 24<sup>th</sup> October 2013.

**Present:** Cllr. Becky Stevens, Cllr. Andrew Pearce, Cllr. Jane Grant, Cllr. Rebekah Harrison, Cllr. Marsha Nicholson, Cllr. Robin Paice, Cllr. Bob Mizen, Cllr. Steve Siddall, Cllr. Andrew Pearce, Cllr. Tom Stimpson, Cllr. Dave Cullop, Cllr. Richard Goodman.

**Apologies:** PC Lee Pelling, PCSO Andrew MacLachlan.

**In Attendance:** Cllr. Trevor Carbin.

**Open Meeting:** Miss Rita Clayton thanked the Parish Council for their help in resolving parking problems in The Midlands/Lions Orchard caused by visitors to the Courts and the Glove Factory Studios.

Mr. Gerald Milward-Oliver updated Councillors on the status of flood works and creation of a dry pond; basin shaping has been done and the ground reseeded. The final commissioning of the scheme will be done as soon as possible. Permission was given for the footpaths to be closed for three weeks whilst the work was being done and they have reopened after two weeks. Wiltshire Council Rights of Way officers require the footpaths intersecting the dry pond and basin to be rerouted. People will be able to walk freely across the basin and there will be a boardwalk across the pond which follows the route of the existing footpath. Cllr. Marsha Nicholson was unhappy that the sign stating that the footpath from Ground Corner is closed is still in place and plastic fencing is across the style. Mr. Milward-Oliver confirmed that it will be removed on 25<sup>th</sup> October.

Cllr. Trevor Carbin reported as follows:

- At the next Bradford-on-Avon Area Board meeting on 20<sup>th</sup> November Cereal Partners will include a report on the Holt & Bradford-on-Avon traffic survey carried out in June.
- Following consultation, the timetable for the ZigZag bus service has been revised and will come into force in January 2014.
- An improved rail service on the Swindon to Salisbury line via Melksham should start in December; there will be six trains per day each way. At present there is only one.

PCSO Andrew MacLachlan submitted the following report:

Holt PC Report 24<sup>th</sup> October 2013

Wiltshire Police NPT Bradford Rural

*Crime statistics 22<sup>nd</sup> September – 22<sup>nd</sup> October 2013*

There have been 33 reported incidents for the Bradford Rural beat of which 7 occurred in Holt. This compares with 33 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):

<b>Crime</b>	<b>Rural beat</b>	<b>Holt</b>	<b>Comments</b>
Anti Social Behaviour (personal)	3 (3)	0 (0)	
Anti Social Behaviour (Nuisance)	0 (1)	0 (0)	
Burglary	5 (8)	1 (0)	15 <sup>th</sup> Oct – The Street – garage entered by insecure window and items stolen. No witnesses or forensics – closed undetected
Criminal Damage	6 (5)	0 (3)	
Drug related	2 (1)	1 (0)	17 <sup>th</sup> Oct – Holt resident arrested for possession of a Class A drug
Theft and Handling	3 (14)	1 (0)	6 <sup>th</sup> Oct – Forewoods Common. Attempted theft of outside boiler. Enquiries ongoing
Violence against the person	4 (4)	0 (1)	
Other	1 (1)	0 (0)	
Concern for Safety	1 (0)	0 (0)	
Domestic related	2 (2)	1 (0)	19 <sup>th</sup> Oct. Details not publically available
Suspicious circumstances	0 (1)	0 (0)	
Transport related	6 (9)	3 (4)	28 <sup>th</sup> Sept – minor RTC ion Village Hall car park 10 <sup>th</sup> Oct – The Gravel – damage to wing mirror 12 <sup>th</sup> Oct – Little Parks – non injury RTC – driver arrested for drink driving

### *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 are three youths regularly appearing in Holt on their mopeds and causing some Anti Social Behaviour within the village. None of them are from the village but are friends with local youths. Lee and I are keen to deal robustly with them

and we have already warned them about their behaviour. If you witness these 3 causing problems, please let us know either via our mobile numbers or 101 if we don't answer and you need a police presence.

UPDATE: We are continuing to deal very robustly with these youths and 2 section 59's and 3 X £100 Fixed Penalties have been issued in recent weeks and 1 further incident at St Laurence School is being investigated.

### *Success stories*

- The Trowbridge and Bradford on Avon area has been victim to multiple dwelling burglaries over the past year or more and Matthew Reynolds from Bradford town was arrested and charged with 3 burglaries last week and was remanded in custody awaiting trial in October. Since his arrest, there have been no burglaries reported. This is a major breakthrough but residents should still be mindful of good security as there is always someone out there ready to take his place!  
UPDATE: Reynolds has been further remanded in custody until his next court appearance on 20<sup>th</sup> December 2013.
- Following intelligence received from the community, a search warrant was carried out at an address in Westwood and a quantity of cannabis plants were found growing and a quantity of Class A drugs were seized.

### *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

22<sup>nd</sup> October 2013

**Minutes of the Meeting held on 26<sup>th</sup> September 2013:** The minutes of this meeting were approved and signed with the following amendment: Page 4044 penultimate paragraph – 'obtained' to read 'obtain'.

**Matters Arising:** Response from Cllr. Jane Scott re the decision making powers of area boards – still awaited despite two more follow up emails from the Clerk.

Definition of a councilor working alone – Cllr. Jane Grant to clarify.

Street Scene spreadsheet – this has been obtained from Jennifer Hiscocks, There appears to be some confusion about the way in which records of work to be done are kept. The Clerk to clarify with Jennifer Hisocks.

Ham Green – works to trees should be completed by the end of the month.

Skateboard park – Cllr. Marsha Nicholson noted that the Melksham Community Area Board has offered disused skate park equipment for use by surrounding villages and queried whether Holt would have a use for this equipment. Cllr. Bob Mizen has spoken to the people who approached the Area Board for a grant for a skateboard park in Holt and asked them to come to the Parish Council in the first instance if they wish to progress this project. Cllr. Rebekah Harrison offered to speak to them, as she considered they may not feel sufficiently confident to approach the Parish Council.

Precepts for other similar size parishes have been looked at and Cllr. Richard Goodman has prepared a graph which he will circulate. It is difficult to draw a direct comparison between council budgets because of their varying commitments.

WALC AGM has been postponed until 3<sup>rd</sup> December.

**Planning Committee Report:** Cumberwell Landfill Site – Cllr. Steve Siddall to progress.

Planning Application W/13/01080/FUL Glove Factory Studios – Cllrs. Siddall and Mizen attended the Planning Committee meeting at which the above application was approved. They requested some conditions which were recommended for approval. The most notable change is that there will be a car park plan on which the Parish Council will be consulted; it will contain a mandatory clause that it is in the lease for the users of the Glove Factory Studios to use the car park. This will be in perpetuity.

Affordable Housing, Star Ground – a response has been received from Homes 4 Wiltshire confirming that the criteria regarding tenants having a valid local connection was applied to all properties and will be applied when the properties come up for reallocation. This matter is now closed.

Planning Application W13/01/1395/FUL- land adjacent to 3 Forewoods Common – this retrospective planning application has been refused and the matter is being handled by Planning Enforcement.

Trees in conservation areas – Cllr. Steve Siddall reported on changes to procedures for progressing applications for works to trees in conservation areas. Parish Councils are now required to look at the proposals and refer them to Wiltshire Council if they have any doubt about an application. This is for a trial period of one year. The Tree sub-committee to be asked to take this on.

Planning Application W/13/04366/FUL – Copse Farm. After discussion, Cllr. Steve Siddall proposed that this application should be opposed on the grounds of scale and Cllr. Trevor Carbin asked to call in the application. A vote was taken, ten in favour and one abstention.

Cllr. Steve Siddall expressed concern that neighbours have not been informed of this planning application and it was proposed, seconded and agreed that the Parish Council should notify those most affected by this application including Mr. Harris at Holt Manor and Mrs. Joy Rutter. Cllr. Steve Siddall to prepare a notice and the Clerk to distribute.

**Village Facilities Committee Report:** Footpaths 71 and 72 - five objections to this application have been received and this will now go back to the Western Area Planning Committee at their meeting on 6<sup>th</sup> November where a decision can be made to uphold the objections, defeat the objections or make no comment. This will then be passed to the Secretary of State for Environment, Food and Rural Affairs for a final decision. A number of interested villagers will gather on 4<sup>th</sup> November in the Ham Tree with a view to formulating an approach to the Western Area Planning Committee meeting on 6<sup>th</sup> November. This meeting will be led by Mr. Martin Moyes. Prior to the meeting Cllr. Bob Mizen will have a conference call with the Open Spaces Society. Cllr. Bob Mizen to represent the Parish Council at the Western Area Planning Committee meeting on 6<sup>th</sup> November.

Dawes Pond – a quote of £3694, plus VAT, has been received from Triston Sutton Landscapes for works to the Pond to include removing the island, dredging the pond (leaving spoil on Parish Council land as it would be prohibitively expensive to remove) and to put a neoprene liner in the pond. Funding would come from £1500 already in Parish Council funds, £500 from the 2014/2015 precept and the balance would be met by Mr. Nick Kirkham, Glove Factory Studios. It was proposed, seconded and agreed, all in favour, that this quote should be accepted and the work done, subject to written confirmation from Mr. Kirkham that he will pay the balance of the cost of the work.

Bowls Club fencing on tennis court fence – this has been removed.

Holt Sports and Recreation Association Committee have agreed to repair the ground between the second sports court and the other sports courts.

Children's Play Area fencing – it was agreed that it is preferable for both play areas to be fenced and VFC is waiting to hear from HSRC when they will be available to help fit new wire fencing to the play area adjacent to Dawes' Pond.

Bench bolts have been replaced.

Parking on the Recreation Ground by Bowls Club users – Cllr. Bob Mizen to be follow up.

Daffodil bulbs – Mrs. Mandy Brake has kindly offered 200 bulbs to the Village. A working party will meet on Saturday 26<sup>th</sup> October to plant bulbs under the tree at Dawes' Pond.

Painting of posts and chains Ham Green – two quotes have been obtained for this work and a formal proposal will be put to the Parish Council at the December meeting when it is known how much will be available from the Auction of Promises.

Cllr. Dave Cullop has prepared a policy on signage and advertising for the Village and a formal proposal will be made at the December meeting.

St. Georges flag – a replacement flag would cost £77.95, plus VAT. It was proposed, seconded and agreed, all in favour, that a new flag should be purchased.

Cllr. Rebekah Harrison reported on a meeting of the Tree sub-committee re trees on the Greens. The remit of the Committee is to:

Enable the Parish Council to maintain its tree stock for current and future generations of Holt by:

Assessing the health and condition of Holt Parish Council's tree stock, which consists of roughly 65 trees, through a formal health check on a rolling 3 year cycle.

It will report its findings and recommendations to the Village Facilities Committee.

Cllr. Dave Cullop referred to damage being done to the Greens by inconsiderate parking. Cllr. Steve Siddall has approached Wiltshire Council Highways to ascertain what can be done to protect land owned by this Council. Once it is known what can be done, funding sources will be researched.

**Traffic Committee Report:** BANES low emissions policy – nothing to report.

Holt Traffic Survey – Cllr. Andrew Pearce reported that a preliminary report has been prepared. The figures he presented were questioned as they were widely different from counts carried out by the Parish Council. Cllr. Pearce to follow up and circulate revised figures.

A metro check to be done, after which consideration will be given to community speed watch, subject to there being sufficient traffic flow through the Village.

Cllr. Becky Stevens stressed the importance of the Traffic Plan and Neighbourhood Plan going ahead, especially in the light of the Tannery development.

Cllr. Dave Cullop said, as a new councilor, a talk about the Traffic Plan and Neighbourhood Plan would be helpful. The terms of reference for the Neighbourhood Plan and Traffic Plan to be circulated.

Cllr. Bob Mizen asked that the Neighbourhood Plan Group give the Parish Council a set of time lines. Cllr. Andrew Pearce said a project planner has offered to put forward a project plan and he will report back to the next meeting.

Signage and advertising – the Traffic Committee and Village Facilities Committee will bring recommendations on the Council’s policy regarding signage and advertising in the Village to the next meeting.

Hilperton Gap Road – Cllr. Ernie Clark is following this up and has informed the Council that 99 houses were occupied on 1<sup>st</sup> April 2013; the trigger point for completion of the road is 450 occupied houses or 22<sup>nd</sup> August 2016. To be updated in April 2014.

Cllr. Becky Stevens to follow up an approach from a resident regarding a white van parked on the verge at Green Lane.

Holt Manor posts on verge – ongoing.

**Pavilion Refurbishment Project Committee:** Cllr. Becky Stevens to progress and report to the next meeting.

**Bradford-on-Avon Community Area Board:** The next meeting will be held on 20<sup>th</sup> November.

**Holt Tannery Limited Liaison Committee:**

**Report:** Nothing to report.

**List of ‘Wants’ from Development:** This has been circulated by Cllr. Andrew Pearce and comments requested. After discussion, it was agreed that a ‘wish’ list for the Tannery development should be created and split into two categories:

- i) B3107 and the impact of increased traffic on the Village.
- ii) Environment and leisure in general terms.

Cllr. Robin Paice clarified that funding from the Community Infrastructure Levy might provide something from a ‘wish’ list, but nothing significant. Greater funding would come from Section 106 money.

Cllrs. Pearce and Siddall to present a list to the next meeting.

**Neighbourhood Plan and Localism Act 2011:** Previously discussed.

**Children’s Play Equipment – Budget for Replacement:** To be discussed at the meeting to set the precept for 2014/15 in November/December.

**Insurance:** Came and Company, the Parish Council insurance brokers, has offered to extend the long term agreement for a further three years; this will reduce the annual premium by £55.64 p.a. to £1057.21. It was proposed, seconded and agreed, all in favour, that this agreement should be accepted.

**Footpath Survey:** Almost complete!

**Clerk's Computer:** It was proposed, seconded and agreed that up £500 should be spent on a new computer.

**Website:** Cllr. Tom Stimpson reported that he has updated the minutes on the website and he intends to make a plan within the next month and circulate for comment. The Clerk to send Council policies and committee terms of reference to Cllr. Tom Stimpson for the website.

Section 137 policy to be reviewed at the next meeting.

**Correspondence:** A letter has been received from Mrs. Dorothy Beech regarding the hedge and poor state of the pavement adjacent to the Recreation Ground. The Clerk has replied.

Mrs. Meg Slade, HSRC, has written to the Clerk expressing disappointment at the poor turn out by Councillors for the official opening of the second sports court on 7<sup>th</sup> October.

Flood Risk – Wiltshire Council has invited Parish Councils to become more involved in reducing flood risk by approaching landowners asking them to keep ditches and watercourses clear. It was agreed that this Council will lend a hand where possible.

**Village Inspection Report:** Cllr. Marsha Nicholson presented her report. The Clerk to follow up.

**Council Tax Support:** Changes in funding from Central Government will have a significant effect on council precepts in future. Last year Wiltshire Council gave a grant to parish councils to compensate for loss of funding, but this will not happen again. A questionnaire has been sent to Parish Councils regarding these changes and it was agreed that the Finance Committee should respond on behalf of the Council. Because of these changes, and until it is known how Wiltshire Council will act, it was agreed that the Precept Meeting planned for 14<sup>th</sup> November should be postponed.

**Accounts:**

i) **Financial Report:** Cllr. Richard Goodman presented a financial report

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

St. Katharine's Church/Annual Donation £ 200.00

4048

G. Aland/Caretaking	£ 197.40
G. Aland/Ground Maintenance	£ 246.00
JM Beale	£ 474.81
Remuneration	£348.06
Fixed Expenses	£ 34.62
Stationery	£ 69.93 (VAT £13.98)
Postage	£ 7.20
Telephone/Line Rental & Calls	£ 15.00

**Any Other Business:** Cllr. Dave Cullop to lay the Parish Wreath at the Remembrance Day service.

Cllr. Marsha Nicholson had attended a training day for Audit and Accounting which she found very informative. She has suggested to WALC that they should give a short talk on the subject as it was so useful and asked Cllr. Jane Grant to take this forward with WALC.

Cllr. Jane Grant suggested that the Council should consider promoting energy efficiency within the Parish. To be discussed at the next meeting.

Cllr. Tom Stimpson thanked everyone for their kind messages on the birth of his son.