

A meeting of Holt Parish Council was held on Thursday, 23<sup>rd</sup> March 2015 at the URC Hall.

**Present:** Cllr. Becky Stevens, Cllr. Andrew Pearce, Cllr. Marsha Nicholson, Cllr. Bob Mizen, Cllr. Robin Paice, Cllr. Mervyn Osman, Cllr. Richard Goodman.

**Apologies:** Cllr. Steve Siddall, Cllr. David Cullop, Cllr. Trevor Carbin.

**In Attendance:** PCSO Andrew MacLachlan.

**Open Meeting:** Mr. Gerry Johnson, Oil Buying Club, was not present at the meeting. The Clerk to follow up.

PCSO Andrew MacLachlan presented the following report:

Holt PC Report 26<sup>th</sup> March 2015 Wiltshire Police NPT Bradford Rural *Crime statistics 26<sup>th</sup>*

*February – 26<sup>th</sup> March 2015* There have been 20 reported incidents for the Bradford Rural beat of which 2 occurred in Holt. This compares with 22 reported incidents for the Bradford Rural beat of which 5 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)	1 (2)	0 (1)	
Anti Social Behaviour (Nuisance)	0 (0)	0 (0)	
Fraud	0 (0)	0 (0)	
Burglary	0 (3)	0 (1)	
Drug Offences	0 (0)	0 (0)	
Robbery	0 (0)	0 (0)	
Criminal Damage	3 (0)	1 (0)	20 <sup>th</sup> March – 2 tyres slashed in Firlawns car park. Enquiries ongoing
Theft and Handling	7 (7)	1 (2)	7 <sup>th</sup> March – Glove factory office. Bag containing items stolen. Enquiries ongoing as CCTV gas captured a vehicle possibly involved.
Violence against the person	2 (4)	0 (0)	
Other	2 (2)	0 (0)	

Concern for Safety	0 (0)	0 (0)	
Domestic related	1 (1)	0 (0)	
Suspicious circumstances	1 (2)	0 (1)	
Transport related	3 (1)	0 (0)	

**Priorities** The priority for the Rural Beat is tackling Burglaries and Non Dwelling Burglaries (such as sheds and garages) throughout Bradford Town Centre and the villages.

**Other incidents of interest** There has been a continuation of bicycle thefts in the town centre area, although none for the last 12 days. Please ensure cycles are securely locked.

**Success Stories** We have no specific good news story to report in the past month, but the number of incidents reported to us remains very low.

**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 “Like” our Facebook page – Bradford on Avon NPT. Sign up to Community Messaging at [www.wiltsmessaging.co.uk](http://www.wiltsmessaging.co.uk)

The Police have monitored the pedestrian crossing and will continue to do so. However, they consider there to be a fundamental problem with the siting of the crossing and drivers fail to see it as they approach. Further signage may help to resolve the problem. It is important that people are aware that drivers are not legally required to stop at a crossing until a pedestrian has their foot on the crossing.

Miss Rita Clayton asked for installation of double yellow lines in The Midlands/Lions Orchard to be expedited. The Chairman confirmed that the application is going through due process and it is hoped that approval will be given in the near future.

Mr. Nick Kirkham gave a brief resume of work carried out at the Glove Factory Studios since his arrival in Holt and asked that the Council look favourably on his planning application for change of use of the café from ancillary to standalone (A3) status.

Cllr. Marsha Nicholson expressed concerned about traffic exiting the car park at the Glove Factory Studios. Mr. Kirkham confirmed that further signage will be erected at the exit.

**Chairman’s Report:** The Chairman presented the following report:

I am presenting my third annual Chairman’s report of Holt Parish Council for a year which has proved to be challenging in many different ways and which has, at times, created real debate during Council meetings.

I would like to record a vote of thanks to all members of Council for their considerable efforts and contribution throughout the course of this last year. In addition I would also like to express a special vote of thanks to all those parishioners who have actively engaged in the work of Council through their participation with the Parish Plan and through their direct contribution to specific Council activities and projects.

During the course of the year, the Council has seen a number of changes and, as a new Councillor, we have been pleased to welcome:

Mervyn Osman

Regrettably we have also seen some departures from Council

\* Jane Grant

\* Rebekah Harrison

\* Tom Stimpson

All three Councillors have made an invaluable contribution to the work of Council and on behalf of the whole Council I would like to record a vote of thanks to each of them for the time they have given up, the effort they have expended and the individual contributions they have all made to the work of Council over the past years.

In particular I would like to offer my sincere thanks to Jane Grant who has served on the Council in excess of two decades and who worked tirelessly for the benefit of the Parish. Jane's professionalism and background knowledge will be missed. Jane also made a huge contribution to other organisations in the village and on behalf of the Council I would like to wish her every happiness in her new life. Looking to the future, we now have two vacancies on Council and we will be seeking to fill these over the course of the coming months. With this in mind if any of our parishioners has an interest in joining the Council and contributing to the work we do in support of our local community, then I would ask them to put their name forward to our Clerk.

The impact of the Localism Bill and the austerity measures has kept us very much on our toes. Following Wiltshire Council's decision to withdraw all funding, including qualified staff, from the Broughton Gifford and Holt Youthwork Project a considerable amount of work was completed to ensure that this valuable club was kept open. With an increased contribution of funds from this Council, together with a grant from the Bradford Area Board and other fund raising activities the future of the club is secure for the next twelve months. We will watch with interest what the future holds and will continue to support the youth of this village where possible. Another youth activity that we are endeavouring to support is the creation of a skate board park. This has been a much wanted facility for a number of years and its need has been highlighted in the draft Neighbourhood Plan. As with all decisions however, it is important that we don't create a millstone around a future Council's neck and careful consideration has to be made regarding ownership and responsibility.

The Planning committee has had another busy year. All planning applications within our Parish have been reviewed and all decisions made are based on policy. Where appropriate we have asked our Wiltshire Councillor, Trevor Carbin to refer an application to the planning officer. We also continue to monitor building works within our Parish to ensure that they comply with the planning permission obtained. We have continued dialogue with the developers of the Tannery and hope to see the final planning application in the near future. In recent months we have received details of a planned development at the East of the village outside the current village boundary. The Council received a number of views from Parishioners in respect of this proposed development and after considerable debate it was decided to ask Trevor Carbin to refer this application to the planning officer. We await Wiltshire Council's decision. A solar Farm at Cockhill, within our Parish boundary, was granted permission and this Council has secured a financial settlement for the benefit of the Parish. A detailed announcement will be made to the village regarding the financial benefit following the

completion of legal paperwork. I would like to take this opportunity to thank Councillor Siddall, Chair of this committee, and its members for their diligence over the last twelve months.

The Village Facilities Committee (VFC) has continued to be proactive. The remit of this committee is the upkeep of the village, including all green spaces and Dawes pond to mention a few. The appearance of Dawes Pond has changed over the last twelve months following the removal of the island and reduction in size. This work was completed following professional advice to ensure the longevity of the pond in its current location. The cost of the work was met from this Council and the Glove Factory Studios. The posts on Ham Green which are grade 2 listed have been repainted and with the help from a grant from the Bradford Area Board a section of Ham Green will be kerbed to stop further erosion. The war memorial's face lift was completed in time for the WW1 commemoration in June and I would like to thank Councillor Bob Mizen for his hard work organising the celebrations. I am sure you will all agree it was a very moving ceremony. All Councillors took their role in monitoring and reporting back to the Council their village inspection report. This has proved invaluable in highlighting where work is required to ensure the village is kept tidy. Once again Holt entered the best kept village competition and came third in the large village category for the whole of the County. Testament to the hard work of the committee.

The request to have two new footpaths included on the definitive map came to a head in July 2014 following a public enquiry held in the Village Hall. Having heard the evidence the Judge came down in favour of the footpaths and 71 and 72 were open to the public from 14 August 2014. Whilst the footpaths are open to the general public they are not open to dogs. A challenge for this committee and the Council as a whole in the future is to create a plan for the playing field for the next 15 to 20 years. This is to ensure that this valuable green space is not utilised piecemeal with no forward planning in place. I know some thought has already gone into this process and the Council will keep the village informed of any decisions. Following a detailed review of the trees in our Parish for which this Council is responsible, the agreed works to be carried out over a number of years has continued. I would like to thank Councillor Bob Mizen for his steady stewardship of this committee over the last year and to his committee members who put in an extraordinary amount of work to make the village work on an extremely tight budget.

Gary Arland has continued to work as a grass cutter contractor and village caretaker. I would like to take this opportunity to thank him for all his hard work over the last twelve months.

Traffic has continued to be an issue for the village as a whole. The Highways and Streetscene committee was Chaired by Rebekah Harrison prior to her resignation and I would like to thank Rebekah for taking hold of this very hot potato and running with it. Valuable work has been undertaken over the last twelve months. Not least the completion of the consultation for double yellow lines in the village. We are still waiting to hear from Wiltshire Council on this. This committee organised a 24 hour traffic count as we did not agree with the results of a number plate recognition survey and this along with previous counts are being used to highlight the discrepancies that we feel are at the heart of this independent traffic count which may well have a bearing on Wiltshire Council's traffic policy for the future of Holt. The good news is that the Hilperton Relief Gap Road is due to open in the next couple of months and we will be working with our neighbouring Parishes and Wiltshire Council to ensure that this new road is well sign posted to encourage its use. A meeting was held at Cumberwell Golf Club to voice our concerns over the number of lorries using the village, the speed of some lorries and the manner in which they were being driven through a built up area. An agreement was reached that a traffic management plan would be drawn up, agreed

with this Council and Wiltshire Council and implemented. This process was completed with the result that there has been a reduction in the number of lorries passing through the village to and from Cumberwell Golf Club. It was agreed to extinguish part of footpath 31 and we continue to monitor and walk on an annual basis all of the footpaths within our parish. I would like to take this opportunity to thank the Highways and Streetscene committee members for all their hard work. This committee currently does not have a Chair and I am hopeful that the current members will address this in the near future.

It was agreed that the Council's website would be reviewed. A committee was formed, Chaired initially by Tom Stimpson and latterly by Councillor Marsha Nicholson. Following this process it was decided to create a brand new website and this was officially launched on 18 of this month. The work of the Council, including agenda and Minutes of meetings will be uploaded and this site will be used as a forum to help keep the village informed of the work we do. This will include planning and any other important decisions that are made by this Council. I would encourage everyone to have a look on a regular basis. Many thanks to Councillor Marsha Nicholson and committee members on the completion of this project.

The Neighbourhood plan has continued to make great strides and during 2014 the working party headed by Heather Morris and Councillor Andrew Pearce, conducted public consultations to ensure the criteria for a neighbourhood plan continues to be met. A second draft was completed and sent off for an independent review. The report has come back and some amendments are currently being worked through. The working party has secured funding for the remaining costs of the neighbourhood plan including printing of the final document. We look forward to receiving the final draft. I know that this is proving to be a very difficult task and I cannot thank the working party enough not only for taking this on but sticking with it when it would have been very easy to walk away. Once implemented this will prove to be an invaluable tool for this and future Councils when considering developments such as the one we are currently facing at the East of the village.

Flooding became a major issue during 2014 with two major flooding incidents. A public meeting was held with representatives from Wiltshire Council and Wessex Water. Some properties in the village were flooded. The affected households outlined how they were affected and both Wiltshire Council and Wessex Water offered advice and explanations of why the flooding occurred. Wessex Water agreed to complete a detailed report of the flooding and the works they will carry out to hopefully ensure it doesn't happen again by early 2015. We still await that report.

The Country's financial position has continued to have an impact on all of us. Wiltshire Council consulted on the future of green bins. After analysing the results which showed that the majority of respondents preferred a free collection with no pickups in the winter months, Wiltshire Council has decided to make an annual £40 charge for a fortnightly green bin pick up. Our precept was reduced again for 2015/16 and having reviewed our small budget it was agreed that we would increase our precept by 4.99% to ensure continuity of services. This amounts to a £1.26 increase per annum on a band D property.

PC Pelling and PCSO MacLachlan have continued to provide monthly police reports to the Council keeping us informed of the crime statistics and we welcome the opportunity to raise any issues that we may have. I would like to thank them both for their continued support. I am aware that resources are scarce but would like to invite them to recommence their monthly attendance at the Council meetings. Their presence helps to create a feeling of safety throughout the village. Trevor

Carbin has attended once again every one of our meetings and I would like to thank him for his continued support. Trevor's help on planning issues, amongst others, has proved invaluable and this support is very much appreciated by the whole Council.

I would also like to thank our Treasurer Councillor Richard Goodman who has once again ensured that we spend wisely and Councillor Andrew Pearce as my Vice Chair and as our representative for the Bradford on Avon Area Board. Your continued support has made my role as Chair a lot easier for which I thank you. A special thank you to the Clerk, Jennie Beale. The support over the last twelve months has proved to be invaluable and Jennie's calm and rational attitude is a tower of strength.

Holt Parish Council continues to be a proactive Council and I hope this continues to be the case. I am concerned that with the implementation of the Localism Bill and the leveraging down of responsibility that finding willing members may prove to be difficult. I am also aware that we still have several ongoing issues but I am always hopeful that once we get through these we may have still waters for a short time at least.

Cllr Bob Mizen, on behalf of the Council, thanked Cllr. Becky Stevens for her excellent chairmanship.

**Co-option of Councillors:** Following the resignation of Cllr. Rebekah Harrison and Cllr. Jane Grant there are two vacancies on the Council. This to be advertised through the Magazine and the Website.

**Declaration of Interest and Dispensation:** Cllr. Marsda Nicholson declared a possible interest in the proposed footpath running across Ground Corner to the Playing Fields.

**Minutes of the Meeting Held on Thursday 26<sup>th</sup> February, 2015:** The minutes of this meeting were approved and signed.

#### **Matters Arising:**

- Skateboard Park – it is not possible for the small sports court to be used as a temporary skateboard park as the activity would be uninsurable.
- Pedestrian crossing – previously reported..
- Parking on the road at night – PC Lee Pelling has confirmed that vehicles parked on the road should be parked facing in the right direction at night.
- Hopper bus – loss of this service has been reported through the Magazine.
- Flood first aid kit – Mr. Keith Tucker is happy for the kit to be stored at Manor Farm. However, councillors considered that a site nearer the centre of the Village would be preferable. Cllr. David Cullop to be asked to approach the Village Hall Trustees and to take this matter forward.
- Village Hall Car Park, adjacent ditch: this has been referred to Wiltshire Council and an inconclusive response received from Mr. Andy Cadwallader. The clerk to follow up.
- Pavement opposite the Village Hall, The Midlands – Wiltshire Council is not able to resurface this pavement whilst other work is being carried out in the area.
- WALC – the March meeting was cancelled and the next meeting will be held in September. Cllr. Marsha Nicholson to attend.
- Staverton Lane – rubbish: Wiltshire Council are in discussion with the contractors re collection of rubbish from roads.
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- WHSADP – Cllr. Andrew Pearce attended a meeting re settlement boundaries in Wiltshire; the original plan is to be abandoned and the settlement boundary for Holt will remain unchanged. Consultation on this runs until the end of May and it was considered important that we respond since it has come to light that land identified as possible building land remains on the map in perpetuity. The Planning Committee to consider and report to the next meeting.

### **Planning Committee Report:**

Planning Application 15/02117/FUL – Glove Factory Studios – Change of use of ancillary café permitted under planning permission W13/01080/FUL to standalone café (class A3). In line with the Planning Committee recommendation, it was proposed, seconded and agreed, all in favour, that there was no objection to this proposal.

Planning Application 15/02308/FUL Former Coal Yard, Station Road – the Council does not wish to comment on this application.

### **Village Facility Committee Report:**

- The Showers have been decommissioned. A small leak has been found and will be repaired.
- Dawes Pond – Cllr. Steve Siddall and Mr. Nick Kirkham have met and considered the problem of water supply to the Pond. A pipe to be installed in the Brook which will enable to the Pond to be topped up as necessary.
- Children’s Play Area – the scrambling net may still be covered by warranty. A response from Playforce awaited.
- Kerbstones, Ham Green – contractors have been identified.
- Pavilion fund - £460 remains in the fund which can be used for redecoration. Cllr. Marsha Nicholson to obtain quotes.
- Replacement bin – to be installed shortly.

**Funding for Restoration of Benches:** The cost of restoring four benches and removing and replacing three concrete bases will be £850. It was proposed, seconded and agreed, all in favour, that the work should be funded by £450 from the 2015/2016 budget and £400 from reserves.

The Finance Committee to consider what funds should be kept in reserves.

The oak benches offered to the Council by Crispin Keysar will be available soon.

**Highways & Streetscene Committee Report:** Cllr. Andrew Pearce to arrange a meeting. Cllr., Mervyn Osman to join the Committee.

- Footpath 31 – ongoing
- Double yellow lines – previously reported.

### **Website Committee:**

**Report:** Cllr. Marsha Nicholson reported that the website is up and running. Items for publication to Cllrs. Marsha Nicholson or Steve Siddall for the time being. The Clerk to upload minutes, and agenda. The Clerk to have dedicated email address eventually.

It was agreed that it is necessary for the Website Committee to continue for the time being.

**Payment to Mr. David Huggins:** Mr. Huggins has set up the website for us without charge. However, it was proposed, seconded and agreed, all in favour, that an ex gratia payment of £200 should be made to him in appreciation of the work he has done.

**Bradford-on-Avon Community Area Board:** Cllr. Becky Stevens attended the meeting, which was held in Holt. A grant awarded to resurface a tennis court. Cllr. Stevens highlighted the difficulties of running the Youth Club in the current circumstances.

Cllr. Andrew Pearce attended a BCATG meeting and was able to arrange a site meeting at Ground Corner re the proposed footpath.

ANPR survey through Holt, Bradford-on-Avon and Trowbridge has shown that there is no need for restrictions on HGVs through Holt; the survey recorded 14 HGVs per day. The Council disputes this figure. Cllr. Pearce to contact Mr. Peter Dunford, Area Board, as Bradford-on-Avon is also in dispute about the results of the survey. Cllr. Pearce to circulate details of the HGV traffic count to be held in the Village. It was suggested that registration numbers should be taken where possible and photographic evidence collected.

**Holt Tannery Limited Liaison Committee Report:** A meeting has not been held. A representative from the Tannery Development will give a presentation at the next meeting; the meeting will commence at 7.00pm to allow time for the presentation.

**Cockhill Solar Farm Development:** It was proposed, seconded and agreed, all in favour, that the Council should remain with its original decision to accept £5000 p.a. over a twenty five year period during the life of the solar farm. The Clerk to inform the Company.

**Skateboard Park:** Cllr. Bob Mizen asked for agreement to start discussions with those wishing to build a skateboard park with a view to installing a skateboard park on the site of the old children's play area; the old equipment to be relocated just beyond the under fives play area.

Reservations were expressed about ongoing maintenance of the site. Cllr. Mizen to draft an article for the Magazine seeking public opinion; this to be circulated to councillors for comment prior to publication.

**Neighbourhood Plan:** Cllr. Andrew Pearce reported that the final draft has been sent to a planning consultant; a 60 page report came back identifying many changes that need to be made for the Plan to pass the planning inspection. It is hoped that the final draft will be complete by the end of April. Grant monies which remain unspent will have to be returned, but further funding will be available next year.

**Bowls Club Rent:** Correspondence has been received from Mr. Rodney Moody regarding the increase in rent. The matter was carried over to the next meeting to allow time for further advice to be sought. The Clerk to acknowledge Rodney \Moody's letter.

**Meeting Venue:** It was agreed that the Council should continue to meet at the URC Hall.

**Correspondence:** Dursley Arms FC has expressed an interest in using the football pitch next season. The Clerk to follow up.

**Village Inspection Report:** This was carried out by Cllr. Steve Siddall. The Clerk to follow up.

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

Wiltshire Waste	£	4.80	(VAT .80)
Stuart Todd Associates/NHP	£3,600.00		(VAT £600.00)
A.Pearce/Keys Pavilion	£	6.00	(VAT £1.00)
G. Aland/Caretaking	£	144.76	
JM Beale	£	400.68	
Remuneration	£348.06		
Fixed Expenses	£	34.62	
Stationery	£	3.00	(VAT.50p)
Telephone	£	15.00	

**Any Other Business:** Cllr. Andrew Pearce reported that the defibrillator is now in situ at the pavilion, together with a poster giving instructions for use. A spare battery and pads need to be obtained. The cost will be approximately £200. To be discussed at the next meeting. Cllr. Pearce is willing to give instructions on use of the defibrillator and the Clerk to advise interested parties to contact Cllr. Pearce. The Clerk to supply the Bowls Club with a key to the pavilion if they wish to have access to the defibrillator.

The Clerk to chase Wessex Water for their report following flooding in September 2014.

**The next meeting of the Parish Council will be held on Thursday 23<sup>rd</sup>-April 2015 at the URC Hall and WILL COMMENCE EARLIER THAN USUAL AT 7.00PM.**