

A meeting of Holt Parish Council was held at the Village Hall on Thursday, 25<sup>th</sup> February 2016.

**Present:** Cllr. Becky Stevens, Cllr. Andrew Pearce, Cllr. Marsha Nicholson, Cllr. Bob Mizen, Cllr. Steve Siddall, Cllr. Mervyn Osman, Cllr. Halma Hughes.

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

**Apologies:** Cllr. Richard Goodman, Cllr. David Cullop, Cllr. Robin Paice, Cllr. Phillip Game, PCSO Andrew MacLachan.

**Open Meeting:** PCSO Andrew MacLachlan submitted the following report:

Holt Parish Council Meeting – 24<sup>th</sup> February 2016 - Our Control Strategy has been created to describe the current and emerging threats that are of the greatest impact to our Communities. This is set annually following the analysis of threats, harms and risks. You will have seen that we have moved away from a statistics lead report as this doesn't always capture the true context of the threat, harm and risk but we will inform you of any key issues in your areas. We are still able and actively do review figures, trends and intelligence and should anything present itself as an emerging issues, we will endeavor to address it at the earliest opportunity.

**Team Updates** - We are also pleased to welcome our new Deputy Head, Sgt Louis McCoy. Louis has joined us from the Chippenham area and brings with him 13yrs of Policing experience having worked in a variety of roles across Wiltshire Police. Please follow Louis on his twitter account for updates on community matters and information around our daily Policing activities. [@WiltspoliceLM](#)

**Current Priorities - Missing and Absent.** The importance and impact of a missing person should not be underestimated.

The National Crime Agency's (NCA) missing persons bureau reports that more than 300,000 reports of missing people are received by the police service every year, which equates to more than 800 reports a day.

With estimates suggesting that each report costs between £1,325 and £2,415, the financial costs of responding to this volume of reports are significant. However, with more than 750 fatal cases each year and a far greater number for whom missing is an indicator of being at risk of harm, the human cost is incalculable.

- Missing is defined as anyone whose whereabouts cannot be established and where the circumstances are out of character or the context suggests the person may be subject of a crime or at risk of harm to themselves or another.
- Absent is defined as a person not at a place where they are expected or required to be and there is no apparent risk.

It should be remembered that a person going missing could be a symptom of a much bigger issue and that person could be connected to criminality either as a victim or as an offender.

Nearly two-thirds of all reports relate to children and young people under the age of 18. We have a dedicated missing persons' co-ordinator who works within the multi-agency safeguarding hub

(MASH) at County Hall, Trowbridge and we actively link in with all relevant departments that we feel could benefit a young person who has been missing to help and support them from going missing again. We look to debrief each missing person so we can better understand them and the reason that they went missing.

It can be extremely worrying for parents when their child goes missing and it's a fine balance between allowing them their independence to grow up and make mistakes and safeguarding them from harm. Some key questions to ask yourself about your child:

Do you know who they are speaking to online? Do you know who their friends are? Do you know where their friends live? Do you know what is going on with their social life? Do you know if they are being bullied? Do you know if they are socialising with older males/females? Are they a victim of crime?

Our public protection department holds the responsibility for our missing persons procedures, protocols and development and in the next few months we are launching a new platform on which to record all our missing person details within Wiltshire Police. This is with a view to developing our approach and good quality work we already undertake. We work closely across a number of partner agencies when appropriate to investigate missing persons reports and will look to find out the underlying reason why that person went missing and what can be done to prevent it in the future.

Below are 2 useful websites that can offer help, support, advice and guidance should someone you know go missing. <http://www.missingpeople.org.uk/> <http://missingpersons.police.uk/>

Any Relevant Series for February 2016 We are not suffering from any current crime series in the sector although we do have issues with a group causing anti-social behaviour in Trowbridge town centre. This is being dealt with by focussed patrols and other agencies will be brought in as necessary.

### Local Crimes -Crime statistics 22<sup>nd</sup> January – 22<sup>nd</sup> February 2016

There have been 43 reported incidents for the Bradford Rural beat of which 1 occurred in Holt. This compares with 45 reported incidents for the Bradford Rural beat of which 6 were 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)	3 (1)	0 (0)	
Anti Social Behaviour (Nuisance)	0 (1)	0 (0)	

Burglary	3 (2)	1 (2)	09/02 - Kingston Farm development – storage unit broken in to and items stolen. No forensics – closed undetected.
Drug Offences	1 (1)	0 (0)	
Criminal Damage	3 (4)	0 (1)	
Public Order Offences	2 (1)	0 (0)	
Theft and Handling	6 (9)	0 (2)	
Violence against the person	6 (4)	0 (0)	
Other	0 (3)	0 (0)	
Concern for Safety	2 (1)	0 (0)	
Domestic related	7 (4)	0 (0)	
Suspicious circumstances	1 (2)	0 (0)	
Transport related	9 (11)	0 (1)	

*In closing* Please feel free to give out my mobile number to anyone who would like to contact me: PCSO Andrew MacLachlan 0752 897 2236

22nd February 2016 “Like” our Facebook page – Bradford on Avon NPT Sign up to Community Messaging at [www.wiltsmessaging.co.uk](http://www.wiltsmessaging.co.uk) <https://www.police.uk/> This link will allow you to check stats in more detail for your area, and all surrounding areas. Community Coordinator Pc 1140 Mark Hough : [mark.hough@wiltshire.pnn.police.uk](mailto:mark.hough@wiltshire.pnn.police.uk) Deputy Sector Head Ps 1801 Louis McCoy : [louis.mccoy@wiltshire.pnn.police.uk](mailto:louis.mccoy@wiltshire.pnn.police.uk) Sector Head Insp 2517 Brain : [james.brain@wiltshire.pnn.police.uk](mailto:james.brain@wiltshire.pnn.police.uk)

The Rev. Andrew Evans spoke about St. Katharine’s planning application for change of use of the Coach House to church meeting rooms and the application to provide ten parking spaces on land adjacent to the church. Wiltshire Council is treating the two applications as one. Access to the parking is via Footpath 45. The parking area would be landscaped. Membership of the Church has grown on average 10% each year over the last few years.

Mr Rogers, Pegasus Group, spoke on behalf of Mrs. Kris Campbell and Mr. John Price to object to the applications for the following reasons:

- The site lies within a conservation area –Grade II listed buildings - and a car park would cause irrevocable harm to the area.
- The planning application for the Coach House states change of use from an artist’s studio to church meeting rooms; it is a private dwelling.

- The deeds for the Coach House state that there shall be no window build on the east side of the property. There is also a problem with drains.
- WC consultations do not refer to the car park and there is a degree of confusion as to the nature of the proposal.
- The proposed parking site has no direct access to the public highway and would rely on access across private land owned by Mrs. Campbell and Footpath 45. No permission to cross this land has been granted and it is an offence to drive a vehicle over a public footpath.
- Legal issues regarding this application will be pursued.

The Rev. Andrew Evans said that ownership of the track adjacent to the Church has been lost in the passage of time. There is a right of way to Mrs. Campbell's property, Thurles, by statutory declaration, which is registered on the deeds of the property and the Church similarly claims a right of way. The access has been used regularly over the years. Rev. Evans' claim that vehicular access to the proposed site is permissible was refuted by Cllr. Marsha Nicholson.

Libby Elswood, Sales Manager, Box Steam Brewery, spoke about the Company's desire to be more involved with the Village and their proposal to hold Box Fest on the Playing Fields this year. Entry to the event would be free of charge and stallholders would be required to give a percentage of their takings for the benefit of the Village.

Cllr. Carbin said the street light in Avonfield has been repaired. Work has been done to alleviate flooding in The Star, but the problem has not yet been resolved. Cllr. Carbin to follow up.

Cllr. Andrew Pearce reported that Wiltshire Council's comments on the Neighbourhood Plan have now been received, some three months after the deadline set by them. The analysis of the comments shows that some of them are in direct contradiction to Wiltshire Council's own policies and several need further discussion. This should be referred to the inspector once appointed so that the inspector would see Wiltshire Council's comments and the Neighbourhood Plan Group's comments. Councillors questioned whether Trowbridge Town Council submitted comments on the Plan after the deadline. Cllr. Carbin said WC can be very flexible on deadlines.

Mrs. Heather Morris expressed surprise that the deadlines were not observed. Appointment of an inspector has now been agreed.

Cllr. Trevor Carbin was questioned about Wiltshire Council's failure to have an up to date five year land supply statement, leaving the door wide open for developers to go to appeal through a planning inspector or the Secretary of State. There was concern that Gladmans are now pursuing development at Melksham Road.

Cllr. Trevor Carbin said the situation has arisen because the Chippenham five year area land supply statement was done separately from the rest of the county. The inspector turned it down on the grounds that the statement had not been completed properly. There is now a knock on effect as we are in the same housing area as

Chippenham. The policy is now being done again and, hopefully, Wiltshire Council will soon have a five year land supply statement in place.

The Chairman strongly expressed the view that someone should be held to account for this situation and asked whether responsibility lay with the Cabinet Member for Strategic Development or Wiltshire Council employees. She also asked if there will be an internal enquiry and what Wiltshire Council intends to do to ensure that errors of this sort cannot happen again. Cllr. Carbin to follow up and report back to the Council. Also to follow up the situation regarding Gladman's possible appeal against the refusal of planning permission for development on the Melksham Road.

Cllr. Carbin reported that Wiltshire Council has now set their budget for the year and council tax will increase by 4%. The Police and Fire Service elements will each go up by 2%.

The installation of double yellow lines in The Midlands and at Beckerley Lane has been approved and they will be installed in due course.

**Declarations of Interest and Dispensation:** Cllr. Bob Mizen declared an interest in planning application 16/01246/FUL, The Coach House, Ham Green and did not take part in any discussion relating to the matter.

**Minutes of the Meeting Held on 28<sup>th</sup> January 2016:** The minutes of this meeting were approved and signed.

#### **Matters Arising:**

- Metal detecting – landowners have been approached but no response received. Trowbridge Metal Detecting Club to be informed.
- Playforce has confirmed that lead paint has not been used in any equipment supplied by them to the Council.
- Proposed footpath in the Playing Fields – the resident who kindly offered financial support for this project has been thanked and informed that the Council is unable to go ahead with the project at the present time.
- The Village Hall has been booked for all future Parish Council meetings.
- Staverton Lane – Wiltshire Council has confirmed that litter has been cleared from the Lane. The work is scheduled to be done again.

#### **Planning:**

Cllr. Steve Siddall reported that the planning application for the tannery site has been submitted.

Planning Application 16/01246/FUL, The Coach House, 386A Ham Green. A site meeting has been held and it was recommended that the Council should object to the application for the following reasons:

- The application states change of use for the Coach House from an artist's studio to church meeting rooms. It is a dwelling and conversion of such is against the Neighbourhood Plan.

- The village is already well served with community spaces and introducing a community gathering building in a residential area is undesirable. If approved, usage should be specifically conditioned to avoid nuisance to neighbours.
- Change of use of the building should not be permitted without the provision of additional parking as parking in the area is already severely limited.
- The proposed parking area is in a conservation area and detrimental to the area.
- Parking area if approved, should be surfaced with permeable grass paving.

It was proposed, seconded and unanimously agreed that this Council should object to the application. Cllr. Mizen did not take part in any discussion and did not vote.

Music Studios, Forewoods Common – the court hearing will be held next week.

### **Village Facilities Committee Report:**

- Play Area Safety Inspection – copies of the report have been circulated to councillors. It was agreed that the balance of this year's budget for Repairs and Play Area (£1068.26) should be used to carry out the work highlighted in the report. Medium and high risk items will be done and a 'watch and wait' policy will be applied to low risk items.
- A bid will be made at the March meeting for Village Development Funds to be used to replace some obsolete play equipment.
- Electric Supply – it was agreed that the quote from Scottish and Southern Electric, fixed for four years, should be accepted.
- Box Fest – councillors were very much in favour of this proposal. Whilst supporting the idea of free entry to the event, concern was expressed about possible overcrowding if there is no charge.

It was proposed, seconded and agreed, all in favour, that members of the Village Facilities Committee should liaise with Libby Elswood, Box Steam Brewery, to discuss the proposal in greater detail. A charge to be made for use of the playing fields and stallholders to give a percentage of their takings to a chosen charity.

### **Highways and Streetscene Committee:** A meeting has not been held.

- Cllr. Mervyn Osman has agreed to act as Flood Warden.
- Kingston Farm Development – there does not appear to be an increase in heavy traffic through the Village.
- A further traffic survey to be held in the near future.
- Bradford-on-Avon Community Transport Group meet next week. Minor works listed for 2016/17 do not include any work in Holt. Cllr. Pearce to raise this at the meeting.

Cllr. Marsha Nicholson reported on footpaths as follows:

- Junction of Footpaths 16 and 25 – wire cut to create access to avoid muddy path. This has been resolved.

- A very successful meeting has been held with Mr. Nick Kirkham and he generously offered to put right all the problems pointed out to him. Most of the work has already been done. A path has been created through the clay bank at the junction of Footpaths 16 and 25 and stiles are being replaced.

Thanks were expressed to Mr. Kirkham for his co-operation and all the excellent work which he has done.

- Footpath 31, section 53 amendment. Janice Green, Rights of Way Officer, Wiltshire Council, is dealing with this.

**Bradford-on-Avon Community Area Board:** No meeting held.

**Holt Tannery Limited Liaison Committee Report:** The planning application for the tannery site has been submitted and comments must be submitted by 1<sup>st</sup> April. This will be analysed by the Planning Committee and a recommendation will be brought before the Council at the meeting on 24 March 2016.

**Neighbourhood Plan Progress Report:** Cllr. Pearce to amend the Plan and circulate to councillors prior to submission to Wiltshire Council. Councillors to confirm their agreement to the amendments by email. Cllr Pearce to draft a covering letter outlining this Council concerns about Wiltshire Council's handling of the process.

**Dawes' Pond:** three quotes have been obtained for works to the Pond and the preferred quote is £7359. The work could be done at the end of August subject to funds being available. It is advisable to also have a contingency of £1000.

Mr. Nick Kirkham has promised to contribute £3750. The balance has been sought through grant funding, but this is not available as it is considered that Parish Council has alternative means of paying for the work.

It was proposed, seconded and agreed, all in favour, that, done properly, the Pond would be a good Village amenity and that up to £4609 from the Village Development Fund should be used to fund the work. In future funds for maintenance of the Pond to be raised through the precept. The Council to consider that the funds raised from the Box Fest festival should go towards the restoration of the pond.

**Bowls Club Rent:** Two quotes were received. Mr. Robert Quartley has quoted £500 to value the site for rental purposes. It was proposed, seconded and unanimously agreed that this quotation should be accepted. The Clerk to request that the work go ahead.

**Skateboard Park:** Members of the Village Facilities Committee have met with representatives of the Holt Sports and Recreation Committee and the Youth Club. Mr. Garry Potton, Bowls Club, has been given a copy of the proposal.

The Youth Club to place an article in the March issue of the Magazine. Cllr. Mizen to draft an article for the Magazine which will be published in the Clerk's name..

**Correspondence:**

- Best Kept Village Competition – it was agreed that Holt should enter again this year.
- Briefing by Community Co-ordinator 12<sup>th</sup> April. Cllrs. Stevens & Pearce and Clerk to attend.
- Bus Consultation – a chance to have your say. Fore Street, Trowbridge from 10.30am to 1.30pm on 17<sup>th</sup> March 2016.

**Village Inspection:** The inspection was carried out by Cllr. Robin Paice and has been circulated to councillors. Thanks were expressed to Mr. Garry Aland, Caretaker, for the excellent work he has done in clearing moss from the safety surface in the Children's Play Area. The Clerk to advise the caretaker of any works required.

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

URC/Hire of Hall	£10.00
N.W. Adams/Play Equipment Inspection	£105.90 (VAT £17.65)
Parish Online/Annual Sub	£ 33.60 (VAT £5.60)
Wiltshire Waste D/D	£ 4.80 (VAT £0.80)
G..Aland/Caretaking	£144.76
JM Beale	£435.35
Remuneration	£355.71
Fixed Expenses	£ 34.62
Telephone	£ 18.50
Stationery	£ 24.00 (VAT £4.00)
Postage	£ 2.52

**Any Other Business:** Cllr. Halma Hughes requested a list of the Council's assets.