

A meeting of Holt Parish Council was held at the Village Hall on Thursday 27th October 2016.

Present: Cllr. Becky Stevens, Cllr. Andrew Pearce, Cllr. Marsha Nicholson, Cllr. Bob Mizen, Cllr. Steve Siddall, Cllr. Philip Game, Cllr. Halma Hughes, Cllr. Ian Bolden.

Apologies: Cllr. Richard Goodman, Cllr. Robin Paice, Cllr. David Cullop, PCSO Andrew MacLachlan, Mrs. Jennie Beale (Clerk).

In Attendance: Cllr. Trevor Carbin.

In the absence of the Clerk, Cllr. Andrew Pearce took notes of the meeting.

Open Meeting: Cllr. Trevor Carbin reported that the result of the Bus Consultation is awaited. He has yet to get details of the cemetery grass cutting schedule.

Police Report – the following report has been submitted by PCSO Andrew MacLachlan:

Holt Parish Council meeting October 27th 2016. Hello and welcome to your Community Policing report.

The Community Policing Team (CPT) model will be rolled-out across Wiltshire Police this autumn, starting with the county of Wiltshire on 17 October 2016 and followed by Swindon on 7 November 2016. This follows a successful trial of the new model in Trowbridge, Warminster, Bradford on Avon, Westbury, Tisbury and Mere. I would like to thank everybody within the community for assisting us during this pilot and providing us with the feedback to enable the continued development of this new model. The structure and ways of working have developed over the last year and this is down to our continued review and also listening to the feedback from our partner agencies and community and this has enabled us to arrive where we are today. We are keen to also improve where possible and so this process will continue and I look forward to future evolutions.

CPT combines Neighbourhood Policing, Response teams and Local Crime Investigators so there is a “one team” approach to community policing. It means there is a bigger team of officers and police staff available to attend incidents and improves communication between teams and departments. It gives the public a better service because issues can potentially be resolved at the first point of contact (101 and 999 call-takers) and provides them with a named officer/police staff member who they will be able to keep in touch with during the investigation. It also encourages officers and staff to take more “ownership” of cases.

There will be seven Community Policing Teams: Swindon North, Swindon West, Swindon South, Wiltshire North, Wiltshire West, Wiltshire East and Wiltshire South. Each Community Policing Team will be overseen by a Superintendent and will have an Inspector and a Deputy who directly lead that Community Policing Team. The team will be made up of a mix of police officers, community co-ordinators, PCSOs, civilian local crime investigators and Specials Constables. We will be engaging with the public as the force wide roll-out commences and will welcome feedback about the new model. Please speak to your local officers to find out more or provide feedback, which you can also do at feedback@wiltshire.police.uk You can also find out more, including videos and infographics

explaining the new model, on our website <http://www.wiltshire.police.uk/information/community-policing-pilot>

COMMUNITY MESSAGING We have been talking a lot publically about Community Messaging over recent months and I have included the link below and would continue to encourage you to spread the message to your communities, encouraging as many people as possible to sign up. We have seen a 20% growth over the recent months and this is to be commended and I want to say thank you for this and the work you have done within your communities to assist us in getting the key messages out there to the right people at the right place at the right time. Please help us take this even further. We are continually reviewing the content of our messages, so if there is any feedback for us, please let us know. <https://www.wiltsmessaging.co.uk/>

CURRENT PRIORITIES. There have been no recent series in the Bradford on Avon area although the town did suffer from two dwelling Burglaries in the middle of September where jewellery was stolen. Please do not be afraid to report any suspicious activity through 101. The only current priority is in Holt and relates to youths causing Anti-social behaviour in the village. The Bradford team intends to engage with local children at the youth club, to offer guidance and support, as well as conducting high visibility patrols as a deterrent.

LOCAL CRIMES *Crime statistics 25th September – 25th October 2016*

There have been 31 reported incidents for the Bradford Rural beat of which 3 occurred in Holt. This compares with 34 reported incidents for the Bradford Rural beat of which 0 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)	0 (1)	0 (0)	
Anti Social Behaviour (Nuisance)	0 (1)	0 (0)	
Burglary	2 (3)	0 (0)	
Fraud	0 (0)	0 (0)	
Drug Offences	0 (0)	0 (0)	
Criminal Damage	3 (4)	1 (0)	27/09 – The Street – Rear car window smashed but nothing taken. See below
Public Order Offences	2 (1)	0 (0)	
Theft and Handling	6 (3)	2 (0)	27/09 – The Elms – Statue removed from garden. 27/09 – The Midlands –

			130 Oak carved bench stolen. See below
Violence against the person	6 (8)	0 (0)	
Other	1 (0)	0 (0)	
Concern for Safety	0 (2)	0 (0)	
Domestic related	5 (2)	0 (0)	
Suspicious circumstances	1 (1)	0 (0)	
Transport related	5 (8)	0 (0)	

Other incidents of interest. On 27th September we received three reports of theft and damage, including the beautiful oak bench. A press release was arranged for the bench but sadly it has not been located. In the absence of forensics or witnesses, we have had to close all three jobs down undetected.

Burglaries this month were a non-dwelling in Staverton and a dwelling in Winsley.

Success Stories. Hayley Beaven of Green Close Holt was found guilty of supplying class A drugs last year and was sentenced to 5.5-year imprisonment.

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. "Like" our Facebook page – Bradford on Avon Police. Sign up to Community Messaging at www.wiltsmessaging.co.uk

Cllr. Steve Siddall queried whether correct procedure had been followed by Wiltshire Council in felling a tree in the closed cemetery, a conservation area. The felled tree has been left on the site. This Council has referred the matter to Planning Enforcement. Cllr. Carbin to follow up.

Mrs. Heather Morris reported that the Neighbourhood Plan will be circulated to all households with the Melksham News. The Referendum will be held on 24th November. Normal polling rules apply.

Declarations of Interest and Dispensation: None.

Minutes of the Meeting held on 15th September 2016: The minutes of this meeting were approved and signed.

Matters Arising:

- Pavilion – the empty paint cans have been removed. There are now bags of lime in the entrance. The Clerk has asked for them to be moved to the store.
- Hedge, BT site The Midlands – BT has agreed to cut back the hedge.
- Garry Aland to be asked to empty the bins more frequently.
- New Cemetery grass cutting schedule – a response awaited from WC.

- Skateboard park – must be 100m from housing.
- Footpath 7, bull sign. No response from Mr. Paul Millard to date.
- Mr. Nick Kirkham to be reminded about edging stones for the ramp adjacent to Dawes' Pond.

Planning Committee Report:

- Tannery Development – Cllr. Steve Siddall reported that progress is slow and further consultation is likely.
- Barn, Melksham Road – WC Planning Department has informed the owner that a change of use planning application must be submitted.
- Planning Application 15/10812/FUL, 278 The Gravel – withdrawn.

Village Facilities Committee Report:

- Skateboard facility – PC insurers have confirmed that, subject to the Youth Club having proper public liability cover which extends to outside use, and not just cover for their usual meeting place, then their public liability insurance should cover them for occasional use of the small court. It is essential that the Parish Council has in writing that this is the case. Only professionally manufactured equipment to be used, appropriate risk assessments must be done and supervision carried out at all times
Wiltshire Council has expressed reservations re noise nuisance levels and a response is awaited from them.
- Defibrillator – Cllr. Halma Hughes has raised promised donations of £1310.00. This is more than sufficient to provide a secure box for the existing defibrillator currently held in the pavilion. Consequently the VFC recommended to the Council that consideration be given to purchasing a new box and defibrillator at a cost of £1590.00. The shortfall of £280 to be sought from matched funding grants and other sources at a later date.
Cllr. Hughes confirmed that maintenance is minimal – it is only necessary to check that the light is green, if it turns red then new pads are required and cost £40.00. The first battery needs to be changed after five years, after that every four years if the light is red.
The Village Hall Committee has generously offered to allow siting of a unit on the end wall of the Hall (nearest to the shop) and to pay for both the installation costs and electrical running costs.
A decision re the defibrillator has been made within the last six months and, therefore, at least three councillors need to request that the matter is reconsidered within that time; Cllrs. Bob Mizen, Steve Siddall and David Cullop to make a request. An article to be placed in the magazine and on the website.
- Cllr. Steve Siddall reported that the American Oak on Ham Green is to be felled. It was considered that there should be consultation with the public regarding a replacement tree.

- Dawes' Pond – the new liner and pump appear to be working well. Fencing around the site will shortly be removed and further landscaping and finishing will commence. Cllr. Steve Siddall to provide job by job quotations for works to be done.
An appropriate health and safety report will be commissioned on the new pond.
- Repairs to climbing frame and roundabout – Mr. Bob Prior has quoted £284.29 to carry out these repairs. It was proposed, seconded and unanimously agreed that this quotation should be accepted.
- Eradication of moles – Cllr. Mizen asked for retrospective approval for payment of £140 for this work. It was proposed, seconded and unanimously agreed that this should be accepted.
- Replacement swing – this will cost up to £130.00. It was proposed, seconded and unanimously agreed that up to £130.00 should be spent on a replacement swing.
- Ground Maintenance Contract – an advertisement has been placed in the Magazine. The only responses received were from companies far afield.
- Caretaker Job – Mr. Garry Aland was the only applicant to date.
Both jobs to be discussed at an extraordinary meeting of the VFC on 7th November 2016.
- The Clerk to arrange both fire safety inspection and PAT testing at the pavilion.
- Pedestrian gate to children's play area – quotes to be obtained for adjustment to the gate.
- Five bar gate, children's play area – the catch is broken and Cllr. Steve Siddall will chain up the gate.
- Cllr. Bob Mizen to pursue Mr. Keith Tucker re hedge cutting and the Caretaker to be asked to help with clearing the debris.
- Hedges, The Elms need cutting back. The Clerk to follow up with Selwood Housing.

Highways & Streetscene Committee Report: Cllr. Andrew Pearce has met with Parish Steward and who has made a start on the work requested.

- Parish Steward & Highway Maintenance – new arrangements for minor highways maintenance and a Parish Steward Scheme are starting this month. The Steward will deal with such things as pot holes, litter, fly posting, graffiti removal, missing street names plates.
There is a new form to record requests for minor works, action and completion which will be maintained by HSSC. Emergencies (e.g. house or road flooding, fallen trees, missing drain grilles) should be immediately reported to Wiltshire Council on 0300 456 0105.
- Highway verges on road through Holt Manor (u/c 6020) – having damaged his car on stones placed on these verges, Mr. Jim Gooding wrote to Wiltshire Council to protest. In their reply Wiltshire Council has accepted

that it is their duty to protect the public right to use these verges, but do not regard this road as a priority. Mr. Gooding has asked the Parish Council if they would make a claim on Wiltshire Council to register these verges as highway. The procedure is very similar to the claiming of a public right of way based on the unobstructed use by the general public for 60 years. After discussion, it proposed, seconded and unanimously agreed that HSSC start the process for Wiltshire Highways to adopt the verges on U/C 6020 leading to Holt Manor.

- Lowering kerb outside 14 The Elms – this property has been extensively modified to accommodate a wheelchair bound tenant. He has a car, but cannot easily reach it as he has to go over a kerb. His occupational therapist has requested that we ask BCATG to undertake this work. An estimate of cost has been requested. It is now BCATG policy that a contribution of 50% of the total costs is required from parish councils. Confirmation required as to ownership of the road prior to a decision being made. Since the meeting, it has been confirmed that it is an adopted road.
- Flooding Issues – Wiltshire Flooding Officer has not followed up the PC's request to approach the riparian owners of the Brook by the Courts. To be pursued.
- Double Yellow Lines, Beckerley Lane – not as originally requested; they have been shortened and do not extend far enough down the B3107 to ensure visibility of oncoming traffic when emerging from the Lane. HSSC to follow up.
- Width of Road around Ham Green – it is clear from overruns off the verge that large vehicles cannot navigate some parts of the road, especially past parked cars. Minimum recommended road widths to be investigated before any further action is suggested.
- Traffic Calming and Weight Limits on the B3107 – no further action to be taken until after the result of the referendum on the Neighbourhood Plan is known.
- Speed of cars around The Midlands – Mr. Alistair Steadman has expressed concern regarding the speed of traffic in The Midlands. HSSC to follow up.
- Footpaths – Cllr. Marsha Nicholson thanked everyone for walking their footpaths – all reports were received on time. Congratulations were given to Cllr. Nicholson for the quality of her report.
Footpath 73, Leigh Road – there has been an objection from the owners of the land. Wiltshire Council will continue to support the application and it will go to the Secretary of State; there may be a public hearing. Once the matter is resolved, a kissing gate will be installed.
- Footpath 45, off Station Road – very boggy, in part due to cattle, and investigations to be carried out with a view to improving the footpath.
- Footpath 61 is inaccessible. Cllr. Marsha Nicholson to follow up.

Ground Maintenance Contract: Discussed previously.

Caretaker: Discussed previously.

Neighbourhood Plan – Final Plan: Discussed previously.

Complaints Procedure: It was proposed, seconded and unanimously agreed that the Complaints Procedure as circulated should be adopted. The Clerk to hold a copy and to be posted on the website.

Flood Warden: Cllr. Halma Hughes has resigned from the role. For the time being the Clerk to check the emergency flood kit from time to time. Cllr. Marsha Nicholson to publish Information re access to the kit on the website. Also to be advertised through the Magazine and on the Notice Board. Cllr. Becky Stevens to write article.

Correspondence: None.

Village Inspection Report: Cllr. Halma Hughes' report has been circulated. The hedge outside Stratford House impinges on the footpath. However, to cut back the hedge any further would kill it. The Clerk to follow up outstanding work with Garry Aland and HSSC.

Parish Steward Task List: See Highways and Streetscene Committee Report.

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

Grist Environmental/D/D	£ 4.80 (VAT 0.80)
Cllr. Bob Mizen/Keys & Padlock Playing Field Gate	£ 17.59 (VAT £2.93)
G. Aland/Caretaking	£293.00
G.Aland/Ground Maintenance	£476.00
JM Beale	£438.00
Remuneration	£ 355.71
Fixed Expenses	£ 34.62
Stationery	£ 15.50
Keys/Playing Field Gate	£ 5.99
Postage	£ 7.68
Telephone	£ 18.50

Website – Information for Posting: The following to be posted on the website:

- American Oak, Ham Green – replace or not?
- Collection boxes for defibrillator are in the Old Ham Tree and the Village Shop.
- Information about emergency flood kit.

Cllr. Marsha Nicholson said that the referendum needs to be prominent on the website, so other information should be kept to minimum until after 24th November.

Website Committee to review website.

Any Other Business: Cllr. Ian Bolden to lay the Parish Council wreath at the Remembrance Day Service on 13th November.