

UNADOPTED

A meeting of Holt Parish Council was held on Thursday 26th January 2017 at the Village Hall.

Present: Cllr. Becky Stevens, Cllr. Andrew Pearce, Cllr. Marsha Nicholson, Cllr. Bob Mizen, Cllr. Steve Siddall, Cllr. Richard Goodman, Cllr. Halma Hughes, Cllr. David Cullop, Cllr. Robin Paice, Cllr. Ian Bolden.

Apologies: Cllr. Philip Game, PCSO Andrew MacLachlan.

In Attendance: Cllr. Trevor Carbin.

Open Meeting: Mr. Graham Heard, National Trust, asked if the Parish Council could help in securing a safe crossing from the Village Hall to the Courts Gardens. Cllr. Andrew Pearce said it is mentioned in the Neighbourhood Plan and it is hoped that it will be accomplished in the future. A full zebra crossing at the site has previously been ruled out. However, changes to the junction by the Village Hall will not be done until plans for the Tannery Development are known; the Parish Council has said that works to the junction should be done prior to work at the Tannery to accommodate the increased traffic in the area.

Cllr. Trevor Carbin reported as follows:

- Council Tax is likely to increase by 5% as the Government has agreed a 2% + 3% increase for Social Care. This represents an increase of £88 for a Band D property. The Police precept will increase by 1.9%.
- Felled tree Churchyard – Cllr. Carbin has informed Wiltshire Council that the Parish Council considers they should have been extended the courtesy of being informed that the tree was to be felled, even though there is no legal requirement for them to do so.
- Footpath H73 – this has been passed to the Secretary of State by the Western Area Planning Committee with recommendation to confirm.
- Planning Application 16/10820/FUL, The Gravel has been called in. The next possible committee date is 22nd February 2017.

PCSO Andrew MacLachlan was unable to produce a Police Report this month because of printer problems. The only reported incident was the theft of coping stones from a wall on The Common. The case has been closed undetected because of lack of witnesses.

PCSO MacLachlan can be contacted on 0752 897 2236.

Declarations of Interest and Dispensation: Cllr. Becky Stevens declared an interest in Footpaths 31 and 73 and did not take part in any discussion regarding the issue.

Minutes of the Meeting Held on 1st December 2016: The minutes of this meeting were approved and signed.

Matters Arising:

- Crispin Keysar has removed the trunk and will remove the remains of the tree this week.
- Pavilion – the bags of lime have been removed.
- BT hedge, The Midlands – cut back.
- Footpath 7, bull sign – Mr. Paul Millard has again been requested to follow this up. The Clerk to chase and take further action if the sign has not been removed within one week.
- Hedge, The Elms – cut back.
- Overgrowth from properties opposite the Playing Fields – letters have been sent to residents.

Planning Committee Report: Planning Application 16/10820/FUL, The Gravel – revised plans have been submitted. Nothing which is relevant to this Council's comments on the application has changed on the revised plans. It was proposed, seconded and unanimously agreed that the previous comments should be resubmitted.

Enforcement issues, 98 The Street, 89 The Street, 360 The Street – all three parties have been instructed to submit planning applications by the Planning Department.

Tannery Development – Cllr. Steve Siddall to follow up.

Village Facilities Committee Report:

- Defibrillator has been delivered and will be installed on an outside wall at the Village Hall in the near future. Cllr. Halma Hughes has ensured that it will meet all requirements to be registered with the South West Ambulance Service. The next stage is to raise additional money for a box for the pavilion. There is a residual fund of £250.00 and a further £300.00 - £500.00 is needed to purchase another box.
Once the defibrillator has been installed a letter of thanks to all anonymous donors will go to the Magazine; all other donors to be named, but the amount given will not be stated.
- **Dawes' Pond** - planting and landscaping will not be carried out until Spring. Funding is available.
- **Removal of the weir** – this is an ongoing issue. The Parish Council has agreed with Mr. Nick Kirkham, Glove Factory Studios, that he can remove the weir at his own expense subject to approval from Mr. Steve Scothern, Wiltshire Council Land Drainage Officer. Advice received is unclear and a further meeting to be held with Mr. Scothern.
- The Pond is holding water. Ideas for ongoing maintenance to be considered.
- Playing Field hedge – the inside has yet to be cut. The Clerk to contact Keith Tucker who has kindly cut the hedge free of charge. If Mr. Tucker is unable to do the hedge, Mr. Paul Lambert is available.
- Skateboard facility – a definitive answer has now been received from the Environmental Health and Public Protection Department at Wiltshire Council; BS2449 applies to both permanent and temporary use facilities and there is

no area of the Playing Fields which would conform to this BS criteria. Sadly, no such facility can be offered.

- An interim letter has been sent to Mr. Bob Prior confirming his appointment as Caretaker from 1st April this year. The Clerk to seek legal advice regarding his employment status.
- Replacement Oak Bench – wood from the tree felled on Ham Green would be suitable for a replacement bench once seasoned. Cllr. Mizen to speak to Crispin Keyzar re the cost of making a replacement bench.
- Replacement tree, Ham Green – to be discussed by the Village Facilities Committee and recommendations brought to the next full Council meeting.
- Pedestrian gate, Playing Fields – repaired.
- Climbing frame and roundabout – repaired.
- Annual safety inspection of play equipment has been carried out – no high risk repairs but some medium and low risk. Mr. Bob Prior to be asked to carry out the work.
- Five bar gate - has been chained.
- Replacement swing – ordered.

Highways and Streetscene Committee Report: Cllr. Andrew Pearce said a meeting has not been held.

- Holt Manor Verge – a response awaited from Wiltshire Council.
- Wiltshire Council has been asked to write to the riparian owners of The Brook and a response is awaited.
- The Elms, lowered kerb – ongoing. Will be discussed at the February meeting of BCATG.
- Double Yellow lines Beckerley Line – there was a 100% response from residents to the letter sent regarding the junction of Beckerley Lane with The Common. All responses have been sent to Wiltshire Council. The only solution is to submit a new claim for DYs at the junction. Cllr. Pearce to raise with BCATG.
- Parking Ham Green – Cars are being parked beside the Give Way sign; whilst this is not illegal, it is not a responsible thing to do and is against the Highway Code. The far side of the Green is fine and cars have not driven on to it for some time. The area to be monitored for the time being.

Defibrillator: Cllr. Halma Hughes reported that £1863 has been raised to date and £1570 spent, leaving a balance of £293.22. This means that about 40% of the cost of another box is available.

A defibrillator mounted on an outside wall of the pavilion would not be South West Ambulance approved and so would not be 999 registered, as it would not be readily accessible to all members of the public and under lighting. It was agreed that a smash glass box would be most suitable for the pavilion. VFC to obtain costings.

Once the defibrillator is installed at the Village Hall, the South West Ambulance service will inspect and register it for 999 use. It will require a weekly check and

each month a tick form has to be sent to South West Ambulance. Regular checks for pad wear, etc. is also required. Cllr. Halma Hughes agreed to do the weekly check and the Clerk to submit the tick form each month. At present Cllr. Andrew Pearce checks the defibrillator at the pavilion monthly.

Once the defibrillator is installed at the Village Hall, further funding for the second box will be sought.

The Clerk to add the second defibrillator to the insurance policy.

Neighbourhood Plan: This has now been endorsed by Wiltshire Council. The Plan includes a 'wish list' and Cllr. Goodman has drawn up a basic plan to move things forward.

It was agreed that the Highways & Streetscene Committee should consider Traffic, Parking and Other Transport and, initially, Cllrs. Goodman, Bolden and Siddall to consider Commercial and Economic, Environmental, Green Spaces and Community Amenity. Cllr. Stevens to ask Heather Morris if she would be willing to become involved. In the long term more people will be needed to take this forward.

Individual letters of thanks to be sent to all members of the Steering Group. Cllr. Stevens to draft a letter, which will also be published on the website and in the Magazine.

Footpath 31/73: Cllr. Andrew Pearce took the chair as Cllr. Becky Stevens declared an interest in this item.

Cllr. Marsha Nicholson has circulated all relevant documents. Cllr. Nicholson represented the Parish Council at the Western Area Planning Committee meeting on 14th December when the making of the order for Footpath 31/73 was discussed. Mr. Jonathan Nibbs and a resident of Leigh Road also attended the meeting and gave evidence in favour of making the order. Mr. Keith Tucker made representations saying there was no evidence showing that the footpath had been walked as claimed. The Committee decided that, on the evidence provided, they would support the making of the order.

A letter has been received from Mogers Drewett, the landowners solicitors, stating that Mr. Tucker objects to the Parish Council's application for a new footpath and offering, without prejudice, an alternative route. This would be strictly conditional upon no evidence being adduced to the Public Inquiry by any of the applicants and their witnesses, and consequently the Inspector deciding that the Order not be confirmed.

Cllr Marsha Nicholson has discussed this with the Rights of Way Officer at Wiltshire Council who has advised that it is too late to consider Mr. Tucker's proposition as the application has been submitted to the Secretary of State and a decision may be made on evidence already submitted. Once the Order is made, Mr. Tucker is able to apply for a diversion at his own cost; the Council may or may not be involved at that stage. It was proposed, seconded and unanimously agreed, with one abstention, that this Council cannot consider Mr. Tucker's proposal. Cllr. Nicholson to draft and circulate a response to Mogers Drewett.

Publication of Minutes in the Magazine: The Editors of the Magazine have received letters expressing concern that the minutes in the Magazine are out of date and have asked the Parish Council to reconsider their position.

After lengthy discussion, it was agreed that the time given for the unadopted minutes to be considered by councillors would vary each month according to the Magazine deadline for copy. The unadopted minutes to be approved by Cllr. Stevens prior to circulation to councillors. The minutes to be simultaneously posted on the website and sent to the Magazine. Amendments to these minutes to the Clerk by 3rd February.

Village Hall Committee – Parish Council Representative: Cllr. Halma Hughes is now a member of the Village Hall Committee and he has been asked to represent the Parish Council. It was agreed that the Parish Council does not wish to be represented on the Village Hall Committee. The Clerk to inform the Committee.

Correspondence: Mrs. Jackie Compton has written to the Clerk regarding the new bus stop sign at The Star and tree trunks in a field in The Star. The Clerk to follow up.

Village Inspection Report: Cllr. Ian Bolden carried out the inspection and has circulated his report. Cllr. Pearce and the Clerk to liaise on work to be done.

It was agreed that in future this item should be placed on the agenda immediately after the VFC report.

Parish Steward – Task List: Leaves to be cleared from under bench in The Midlands (opposite entrance to The Elms).

Accounts: The following accounts were approved for payment:

Grist Environmental/D/D (May-Sept)	£ 98.40	(VAT£16.40)
Cllr. Steve Siddall/Orchard Fund	£ 165.77	(VAT £9.84)
ALCC Annual Sub	£ 10.00	
Holt Village Hall/Hire Charge x 3 meetings	£ 120.00	
Defib Store Ltd	£1884.00	(VAT £314.00)
BWBSL/Wessex,Water	£ 43.65	
N.W. Adams/Play Equipment Inspection	£ 105.90	(VAT £17.65)
Land & Waterscapes/Repairs to Pond	£ 937.08	(VAT £156.18)
GL Jones Playgrounds Ltd/Replacement Swing	£ 240.60	(VAT £40.10)
G. Aland/Caretaking	£ 277.20	
JM Beale/December & January	£ 967.29	
Remuneration	£ 711.42	
Fixed Expenses	£ 69.24	
Stationery	£ 68.96	(VAT £11.50)
AVG Renewal x 2 years	£ 72.99	(VAT £12.16)
Postage	£ 7.68	
Telephone	£ 37.00	

Website:

- i) **Committee Update:** Cllrs. Nicholson and Siddall have met with Mr. David Huggins who has offered to create a replica website so that Cllrs. Nicholson and Siddall can revamp the site and circulate to councillors for consideration and suggestions.
At present the drop down menu is not accessible on iPads and iPhones. A search facility to be added.
- ii) MyWiltshire App details to posted on website.
Neighbourhood Plan to be updated and posted.

Any Other Business:

- Cllr. Halma Hughes suggested that the Parish Council should enter a team in the Village Skittles Competition. Cllr. Stevens to try to form a team.
- Cllr. Robin Paice gave his apologies for the February meeting.
- Dissatisfaction with Wiltshire Council – Cllr. Mizen is aware that other local parish councils have expressed dissatisfaction with the performance of Wiltshire Council and it has been suggested that everyone should work together to address the issue. Cllr. Mizen to meet with Cllr. Stevens initially.