

A meeting of Holt Parish Council was held at the Village Hall on Thursday, 22nd June 2017.

Present: Cllr. Becky Stevens, Cllr. Andrew Pearce, Cllr. Marsha Nicholson, Cllr. Bob Mizen, Cllr. Steve Siddall, Cllr. Ian Bolden, Cllr. Richard Goodman, Cllr. Andrew Pepler, Cllr. Philip Game.

In Attendance: Cllr. Trevor Carbin.

Apologies: Cllr. Dee Harding, Cllr. Halma Hughes.

Open Meeting: A resident of The Common spoke of concerns she has re lack of parking and possible traffic calming measures which may be imposed at the Melksham end of the village. Cllr. Andrew Pearce explained that the Neighbourhood Plan is addressing the problem of traffic in the village and Wiltshire Council traffic engineer is considering ways to slow the speed of traffic. Concern was also expressed about the siting of the pedestrian crossing; the sight line is not good when approaching it from the Melksham end of the village. Cllr. Pearce confirmed that this will not be moved, but WC may be asked to consider installing warning signs at the approach to the crossing. Resident parking is not currently an option.

Cllr. Trevor Carbin reported as follows:

- The next Area Board meeting will be held at the URC Hall, Holt.
- Bradford-on-Avon Seniors Forums: at a recent meeting concern was expressed about the following:
 - Pavements in towns & villages
 - Parking of vehicles on pavements.
 - Arriva non-emergency patient transport service - this is being followed up by BBC Wiltshire
- His surgeries at the Village Hall are held from 6.30pm to 7.30pm immediately before Parish Council meetings.

Mr. Nick Kirkham and Mr Chris Beaver presented plans for the Glove Factory Studios' extended car park. Councillors expressed concern that the car park does not appear to cater for National Trust visitors and other parking as intended. Mr. Kirkham agreed to carry out a survey of those who use the car park. The application was considered in detail under Planning.

Declarations of Interests & Dispensation: None.

Minutes of the Meeting held on 18th May 2017: The minutes were approved and signed with the following amendment: Page 29/17 – Cllr. Carbin's surgeries are held from 6.30pm to 7.30pm.

Matters Arising: Mr. Roy Damey has written to the Council regarding parking at the junction of Beckerley Lane and The Common. Cllr. Andrew Pearce has contacted him.

Great Chalfield – Holt sign at Summer Lane junction still not reinstated. The Clerk to follow up.

Climbing wall – Cllr. Marsha Nicholson has mended the broken connector.

Traffic Speed Indicator Signs – both Atworth and Melksham Without Parish Councils have been contacted regarding sharing the signs with Holt and a response is awaited. The Clerk to follow up.

Cllr Andrew Pearce has met with Lisa Kilford re speed of traffic through the village.

WALC Executive Committee – Cllr. Halma Hughes is on their mailing list.

Planning Committee Report:

- Barn, Beckerley Lane. Wiltshire Council decided that prior approval would not be required for the development of this new barn into a 2 bed dwelling. It is understood that the site has now been sold with a view to development. Clarification is needed from Wiltshire Council re the conditions attached to the planning permission.
- Planning Application 17/00250/FUL, 98 The Street – Change of use of Annexe. Following Wiltshire Council's approval of this application, the Parish Council wrote to the Planning Department pointing out that the policies adopted in the Neighbourhood Plan re parking requirements for new dwellings had been ignored. Wiltshire Council had replied accepting their mistake in failing to note the Plan Policy but insisted that they would not have accepted it in this case. It is the view of the Council that an adopted policy cannot be varied on the opinion of the Highways Department. A letter to be sent to WC clarifying the legality of Neighbourhood Plans and WC policy. The Planning Committee to draft and circulate a letter.
- Wiltshire Housing Site Allocation DPD is being released shortly for consultation. None of the proposed development is within 5 miles of Holt.
- Tannery Development – no further information is currently available.
- Planning Application 17/06134/FUL Glove Factory Studios, Extended Car Park – It was proposed, seconded and unanimously agreed that this planning application should not be objected to but that the following conditions be requested should approval be granted:
 - 1 That no further extensions into the fields within the Holt Conservation Area will be permitted.
 - 2 A suitable screening hedge will be planted and maintained outside the northern hurdle fence.
 - 3 Active measures be taken to reduce the demand for business parking at the site to ensure the promised benefit of 25 spaces per working day for National Trust parking is available.

- 4 Lighting of the car park be minimised outside working hours (0830-1800).

A survey should also be completed to establish who is using the car park.

Village Facilities Committee:

- The Willow tree, Dawes' Pond – Crispin Keyzar has completed work to the tree which was damaged in recent storms. Cllr. Bob Mizen asked that the invoice of £170 for the work should be paid for from the contingency fund, rather than the tree fund. A vote was taken and this was unanimously agreed.
- Netball Club - It was agreed that the Netball Club should pay a nominal sum for use of the pavilion. Cllr. Bob Mizen to contact the Club.
- Replacement oak bench – to be considered at the next meeting.
- Football Matters – Bradford-on-Avon Youth Team has requested that they reseed the goal mouths at a cost of £442.00 plus VAT and cut the pitch for the season in return for use of the pitch free of charge. It was agreed that the Parish Council should continue to cut the pitch. It was proposed, seconded and unanimously agreed that the Parish Council would pay half the cost of reseeding the goal mouths - £221.00 plus VAT.
A letter has been received from Matt Rusling saying that he and Dan Mercer would like to create a new Holt FC for adults 16 plus. It was agreed to offer them the pitch free of charge for the first year only to help them get off the ground.
- Holt Sports and Recreation Committee has requested that the practice board on the small sports court is replaced. The Parish Council does not consider that it needs replacing but will be happy for HSRC to replace at their own expense.
- Holt Sports and Recreation Committee has asked if a table tennis table can be provided on the Playing Fields. It was agreed piecemeal is not desirable and it will be considered when the whole site is reviewed.
- Dawes' Pond – planting is now complete. A budget of £1000 was agreed for works to the Pond and VFC would like to use up to £400 to connect an electric supply from the Bowls Club to the Pond to run the pump. The Club has agreed to this and Mr. Nick Kirkham has agreed to pay for a trench to be dug for the cable. There will be a nominal annual charge for electricity – probably about £10.00. A vote was taken and it was unanimously agreed that up to £400.00 should be made available for the work.
- Path leading to pedestrian access to GFS car park from Dawes' Pond – to alleviate the problem of gravel from the GFS entrance falling on to the tarmacked path, it was suggested that a triangular flower/plant bed should be created. VFC to pursue the idea and circulate proposals.
- Replacement swing to be installed shortly.
- Defibrillator Box – to be installed at the pavilion.
- Cllr. Halma Hughes has ordered extra pads for the defibrillator.

Cllr. Marsha Nicholson asked if there is a contingency plan when the caretaker, Bob Prior, is away. There is no cover.

VFC to consider putting signs at the Playing Fields telling people who to contact if they find anything in need of attention. Signage warning of deep water at Dawes' Pond also to be considered. Cllr. Steve Siddall to do a risk assessment for the pond for consideration.

Cllr. Steve Siddall has written and circulated an article re Dawes' Pond for the Magazine. This was approved.

Village Inspection Report: Cllr. Bob Mizen carried out the report and it has been circulated. A resident has expressed concern about the 'bulging' wall at 374 The Street. To be reported to WC. Cllr. Andrew Pearce and the Clerk to follow up report. Cllr. Becky Stevens to do the next inspection.

Parish Steward Task List: Weeds on road near St. Katharine's Church to be sprayed. Paint railings by Ostler House. Other requests for work to the Clerk.

Highways and Streetscene Committee:

i) Report: In the absence of Cllr. Halma Hughes, Cllr. Andrew Pearce reported as follows:

- Wiltshire Council Highways has a list of their policies and this will be circulated to councillors. Gullies are cleared annually unless there is a risk of flooding.
- The Elms – dropped kerb done.
- Cllrs Hughes and Pearce to meet with Mr. Dave Thomas, WC Traffic Engineer, to consider traffic calming on B3107. The possibility of regularising parking by white lines and build outs to be considered.
- A letter to Cllr. Bridget Wayland, Cabinet Officer for Highways and Transport, asking for support for a 7.5 tonne limit for HGVs travelling through the Village. Cllr. Marsha Nicholson asked if there are statistics to back up the number of HGVs travelling through Holt.
- Wiltshire Council has a fund for white lining and Holt is on that list.
- Pedestrian Crossing – a sign warning of crossing when approaching from Melksham end of the Village to be considered.
- Bus Shelter – being pursued.
- Gates at entrance to Village – approximate cost is £3000 a pair. They have to be plastic. Mr. Dave Thomas, WC, to look at the site.

ii) Plant Containers on Pavement: Plant containers on the pavement in The Star to be reported to My Wiltshire.

Neighbourhood Plan: Cllrs. Goodman and Pearce reported that work is ongoing.

Footpaths and Footpath Survey: Schedules circulated and the Chairman requested return of the reports by the September meeting.

The Clerk to email report forms and the 2016 report to councillors.

Cllr. Marsha Nicholson reported as follows:

- Footpath 41 – no sign at Tollgate end of path. Paul Millard, WC, to rectify.
- Footpath 34, B3107 to CPUK – newly erected stile has barbed wire across top rung. Paul Millard to remove.
- Footpath 61 – path is inaccessible. Cllr. Nicholson to meet with Broughton Gifford clerk to ascertain use of the path.
- Footpaths 13/7, Brook Lane – footpath sign obscured by overgrowth. Parish Steward to clear.
- Footpaths 12,14,16, Glove Factory Studios. Mr. Nick Kirkham is happy for waymakers to be put up. Mr. Kirkham and Mr. Millard to meet to consider ways in which to improve the path.
- Footpath 31 – The Rights of Way Officer is putting the finishing touches to the submission.
- Footpath 56 – overgrown. Reported to WC.
- The PIGS Scheme is running again this year. All projects must have the agreement of the landowner.

Bull Sign – Footpath 7: Cllr. Becky Stevens has spoken with the farmer, Mr. Andy Hillier, who has assured her that once the bull leaves the field in November the sign will be removed.

Clerk's Resignation and Recruitment of Clerk: The Clerk gave her resignation at the end of May and is contracted to give three months' notice. Cllrs. Stevens, Pearce and Mizen to work together on this and will interview prospective candidates. A job description to be drawn up and circulated prior to the job being advertised.

Correspondence: Wiltshire Citizens Advice Bureau has requested a donation to help provide advice on Universal Benefit. In line with Council policy, a donation will not be given.

A letter of thanks for the Council's donation has been received from Holt and Broughton Gifford Youth Club.

WALC – the next meeting of the Executive Committee will be held on 3rd July. Cllr. Hughes is unable to attend.

Accounts:

- i) **Annual Governance Statement:** This has been circulated, a vote was taken and it was unanimously agreed that it should be approved.
- ii) **Accounts for Audit:** It was proposed, seconded and unanimously agreed that the accounts prepared by Cllr. Richard Goodman should be approved for audit.

iii) Accounts for Payment:

The following accounts were approved for payment:

R.Goodman / Election Flyer	£ 46.25 (paid)
Pond Perfect/Dawes Pond Plants	£450.00 (paid)
Came & Company/Insurance (Additional premium to cover metal plaque on war memorial)	£ 25.00
Diana Lindsey/Internal Audit Fee	£120.00
Crispin Keyzar/Works to Trees	£170.00
Garry Aland/Ground Maintenance	£840.00
R. Prior/Caretaking	£264.99 (VAT £0 .41)
JM Beale	£419.58

Remuneration	£355.71
Fixed Expenses	£ 34.62
Stationery	£ 9.00 (VAT £1.50)
Telephone	£ 18.50
Postage	£ 1.75

Cllr. Mizen expressed concern about the number of cuts to the greens and playing fields already done in this financial year. The Clerk to check 2016/2017 numbers.

Website:

- i) Committee Update:** Cllrs. Nicholson and Siddall are considering making planning easier to use on the website.
- ii) Information for Posting:** Cllr. Siddall to post an article about Dawes' Pond. Cllr. Stevens to write an article asking people to respect the countryside and be considerate towards farmer and landowners when walking in the fields.

Any Other Business: Cllr. Andrew Pepler is to join the Planning Committee and withdraw from the Finance Committee.

Cllr. Ian Bolden said he has contacted the travelling circus and asked them to remove their posters before they move on. They have given assurance that the posters will be removed on Sunday evening.

Cllr. Marsha Nicholson asked that consideration should be given to appointing a flood warden. Next agenda.

The Magazine deadline has been brought forward to 25th June. This is too soon after the meeting for the unadopted minutes to be published.

Cllr. Becky Stevens said that Cllr. Dee Rickard would like to join the Highways and Streetscene Committee.

