

## **ADOPTED**

**The ANNUAL MEETING of the Holt Parish Council was held at the Village Hall on Thursday 22<sup>nd</sup> March 2017.**

**Present:** Cllr Becky Stevens, Cllr Ian Bolden, Cllr Philip Game, Cllr Marsha Nicholson, Cllr Andrew Pearce, Cllr Andrew Pepler, Cllr Dee Rickard, Cllr Steve Siddall

**In Attendance:** Cllr Trevor Carbin, Neil Baker

**Apologies:** Cllr Richard Goodman, Cllr Halma Hughes, Cllr Bob Mizen

**Open Meeting:** Cllr Carbin reported that Freight Traffic report on the B3105 would inevitably produce some information about the B3107.

Cllr Siddall raised the matter of the conflicting decisions given by Wiltshire Council about the fence at the rear of no 360, where an application as a “Permitted Development” was agreed, in direct conflict with the views of the Conservation Officer and Planning Inspector. The Council has said that the matter is now closed. Cllr Carbin will investigate the position.

**Minutes of the meeting held on 22<sup>nd</sup> February 2018:** An amendment was made to include the actual amounts under the Accounts Paid.

The VFC had said that a costed proposal would be produced for upgrading the children’s roundabout.

Cllr Rickard was thanked for taking the minutes at the last meeting.

### **Chairman’s Annual Report:**

This is my sixth annual report as Chairman of Holt Parish Council, an election year where the candidates exceeded the number of vacancies and an election of the Parish Council took place. I welcomed Councillors Dee Rickard and Andrew Pepler on to the Council during our May meeting. Robin Paice left, and I would like to thank Robin for his contribution to the Parish Council.

Councillor Trevor Carbin remains our representative for Wiltshire Council, and I would like to thank Councillor Carbin for his continuing support and hard work in ensuring that our views and concerns are heard by Wiltshire Council.

In my last report I confirmed that the attendance by Wiltshire Police to our monthly meetings had stopped but that we were still receiving monthly reports. Over the last few months we have been pleased to see PCSO

MacLachlan at our meetings. However, due to the changing face of policing within Wiltshire a police presence at our meetings are no longer guaranteed, but we do continue to receive monthly reports of crime statistics. Whilst this is welcomed, we miss the opportunity to raise questions and concerns on a face to face basis, to receive advice and reassurance. The police reports are available on our website.

During the last twelve months we have continued to support the youth of the village. A financial contribution has once again been made to the Broughton Gifford and Holt Youthwork project and as Chairman of the Parish Council I continued my role as Trustee. We were asked to support the possibility of installing a pump track within the village, and as a result of this request several meetings have been held to establish what is required. There is the possibility of a land owner offering a parcel of land which may well be large enough to establish not only a pump track but allotments too. This project is ongoing.

The planning committee has faced a challenging year reviewing all planning applications and bringing their recommendations to the full Parish Council meetings with a detailed explanation of the process on which they have based their recommendations. Challenging Wiltshire Council's decision-making process has proved difficult at times. The Tannery development is still ongoing but with the end in sight and a detailed planning application imminent, a full Council meeting will be called to discuss the application in detail soon. The attendance of parishioners to this meeting will be welcomed. This will be a large development with a direct impact on the Midlands area of the village. I would like to thank Councillor Steve Siddall for chairing this committee, for his hard work in keeping abreast of planning laws and to his fellow committee members for their diligence and once again ensuring that our decisions are consistent and fair.

The village facilities committee's remit remains unchanged in its responsibility for the upkeep of the village. This continues to include the maintenance of the children's play area and ensuring that the equipment meets all health and safety requirements as detailed in the yearly independent safety report. The pond, pavilion and green spaces are also this committee's responsibility. The work on Dawes pond is now complete with the final piece of the jigsaw, the electricity supply to the pump, being completed. With the onset of spring, the improvement in and around the pond will start to reveal itself. Having received professional advice, it was agreed to remove the weir from the brook. This

work is also complete, and I would like to thank Nick Kirkham for his contribution to this project. The Parish Council is responsible for some of the trees within the parish and an annual schedule of works is under way to ensure that all trees remain safe. Crispin Keyser was asked to make a bench to replace the one that was stolen, and this is now in situ by the pond. There are eleven metal benches with an historical value in the village and these are gradually being restored. Garry Aland continues to cut the grass on behalf of the Parish Council and Bob Prior has acted as caretaker, ensuring that the village remains clean and tidy. Thank you to both for their continuing hard work and support. Wiltshire Council's Parish Steward has attended the village every month and has completed work that our monthly village inspection reports have highlighted. The additional improvements to the village is welcomed. Unfortunately, we have been advised that all Parish Stewards have been withdrawn from their scheduled work to fill in pot holes around the county. A thank you to Keith Tucker who cut back the hedge which runs the length of the playing field. Box Steam Brewery held a successful music festival on the playing field again last year, which was attended by many parishioners. Thank you to Councillor Bob Mizen for once again chairing this committee and to the whole committee for their continuing hard work.

A music event was held in the village hall on 17 March 2018 organised by Wiltshire rural music with a view to encouraging people across all age groups to get involved with making music.

The footpaths which cross the parish were once again walked by Councillors and their reports were submitted to Wiltshire Council. Repairs were reported to either the Caretaker or Parish Steward for completion. An official enquiry into the reinstatement of footpath 73 was held in the village hall on 14 March 2018 and we await the Inspector's decision.

Councillor Halma Hughes chaired the Highways and Streetscene committee during the last twelve months. A survey of the condition of the pavements in the village was undertaken and a detailed report compiled. Very recently the footpath adjacent to the playing field has been repaired. The Parish Council has asked Wiltshire Council to repair this and other pavements within the village on many occasions and the completion of this section of path is welcomed. We have also notified Wiltshire Council of the dangerous condition of the zebra crossing and we have been assured that the white sections are to be reinstated and the lighting changed to LED lights. We await the completion of

this work. A request to extend the length of the double yellow lines on The Common by the entrance to Beckerley Lane has been submitted to Wiltshire Council. Due process will commence with the opportunity to respond to the application by interested parties. We are aware of the concerns regarding the safe exit from Beckerley Lane, together with concerns surrounding the reduction of available parking spaces on The Common. This committee is currently reviewing the traffic calming measures included in the Neighbourhood plan with a view to considering their viability and implementation. As these are large projects, any improvement to the B3107 will take time and money. Following the successful fund raising for a defibrillator, one has been installed on the wall of the village hall. This is linked to the emergency services. A second defibrillator is housed in the Pavilion. The possibility of a 20mph speed limit around the school is currently being investigated. Wiltshire Council and partners are currently in discussion about the installation of gates at the end of Staverton Lane and the Causeway. These would be closed when the lane is flooded. As always, cost is a major consideration and we will keep the village informed of any decision. I would like to thank Councillor Hughes and his committee members for their hard work and contribution to the Parish Council over the last twelve months.

As a council, we continue to review the Neighbourhood plan and work towards the implementation of the improvements to the village contained within the plan. Councillor Bolden is in the process of compiling a register of community assets as detailed in the Neighbourhood plan and his recommendations will be brought before the Council for consideration shortly.

In November 2017 we had to consider and advise Wiltshire Council of our spending levels for the 2018/19 financial year. As a council we believed that it is important to maintain our current spending levels to ensure that Holt remains the attractive village it is. With ever rising costs an increase of 5% to the precept was agreed. This will ensure that we can continue to deliver the services that we currently enjoy. The annual contribution to the maintenance of the village by a band E household for 2018/19 will be £37.52. Thank you to Councillor Richard Goodman for chairing the Finance committee and committee members for compiling the figures and ensuring that our finances are kept in good order.

During the year our Clerk Jennie Beale retired after more than twenty years in the role. Jennie did a remarkable job as Clerk to the Parish Council and her

knowledge and expertise is missed. A big thank you to Jennie for her contribution to the successful and smooth running of the council during her time at the helm. We are currently in the process of recruiting a replacement. In the meantime, Councillor Andrew Pearce, my vice Chair has taken over the role of Clerk. Thank you to Andrew his continued support in his role as vice chair and for stepping in and holding the fort. The position of Clerk is very important to the smooth running of the Council and Andrew's support and that of Councillors Steve Siddall and Marsha Nicholson has proved invaluable. A thank you to all Councillors for their patience during this period.

The website is continually being monitored and reviewed. Over the last twelve months improvements have taken place, including the inclusion of planning applications. Thank you to Councillors Steve Siddall and Marsha Nicholson for keeping the website relevant. All minutes of meetings and items of interest within the village are uploaded, so if you do have internet access please visit our website. Access to the Clerks' email address is also available.

Holt Parish Council considers itself a proactive council working in the best interest of the majority. The work we under take is often unseen but I believe would soon become apparent in the council's absence. Thank you to all ten councillors who give up their free time for the benefit of the village. We meet ten times a year, usually on the fourth Thursday of the month except for August and November. Meetings start at 7.30pm in the village hall with the opportunity for villagers to raise any concerns at the beginning of the meeting. I look forward to seeing you there.

### **Matters Arising:**

Wiltshire Council will be repainting the zebra crossing when the weather is suitable and will be replacing the beacons with brighter ones.

The Bradford Area Board will contribute £2500 to the proposed flood gates on the B3106, as will the Trowbridge Board, which leaves about another £5000 to find.

Residents by the Tollgate have been contacted re autumn leaves being piled on the grass.

The annual report to the Charity Commission re the funds for the Greens has been done, and the transfer of the funds to the PC is being pursued.

The Courts have been informed that placing planters outside the entrance is technically illegal as they are on the highway.

### **Planning Committee:**

Cllr Siddall reported as follows:

The agricultural barn in the field adjacent to Forewoods Common has been given planning permission in the site that we considered less desirable than the previous submission. Our request for the use of sympathetic building materials and screen planting are conditions in the approval.

An extraordinary meeting of the Council will be held on 18<sup>th</sup> April to consider the request for planning permission for the Tannery. The public will be informed by the magazine, "Spotted in Holt" and a village-wide leaflet drop.

Two of the houses at Star Ground may have been sold to their occupiers, even though there is an agreement with Wiltshire Council that they are on an exception site and will remain available in perpetuity only for people with a connection with Holt.

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

Cllr Nicholson reported in the absence of Cllr Mizen.

The immersion heater has been removed from the pavilion so very little electricity is now being used. It was unanimously **agreed** that the electricity meter should be disabled; that the charging system using tokens kept at the shop should be discontinued; and a small increase in charges to users should be made to include the low amount of electricity for lighting.

It was unanimously **agreed** that the HSRC may replace the rebound board in the small sports court at their expense.

During the clear-out of the pavilion store, it appears that the netball team may have misplaced a sack of netballs amongst the items for disposal. It was **agreed** (6 for, 2 abstentions) as a goodwill gesture to donate £50 to the netball club.

**Parish Steward:** The PC had been informed that all Parish Stewards had been removed from duties to fill potholes in the county. This is due to finish in April and the Parish Steward will be in the village during April. Clerk to confirm date.

### **Highways & Streetscene Committee:**

In Councillor Hughes' absence, members raised some items.

It was generally felt that the recent refurbishing of the pavement past the Recreation Ground had been poorly done – the kerbstones driven into the ground by passing HGVs had not been raised to their original height; the path had been widened by cutting back the bank but nothing had been put in place to stop the same thing happening again (*viz*: upright paving stones at the Ground Corner end); the tarmac is uneven, and the whole length of the pavement had not been done. Wiltshire Highways would be asked whether the job had been done to specification.

The Three Lions Residents' Association have informed the Council that they are about to undertake a refurbishment of their listed building and asked if we could do something about the unsightly bus shelter sited outside. Some sympathy was expressed with their views, and several options were mentioned: there are six bus stops in the village so why is this the only one with a shelter? Should it be removed, or replaced, either where it is, or at another stop? HSSC will consider the matter.

**Footpaths:** Cllr Nicolson reported that the Public Enquiry into the establishment of Footpath 73 had taken place. (Post-meeting note – the order was upheld.)

**Assets of Community Value:** Cllr Bolden said he had obtained the necessary forms to register these as outlined in the Neighbourhood Plan. It was agreed that he would start with the two pubs and the shop.

**Local Government Ethical Standards:** An invitation had been received to contribute to the consultation on these which the Chair and Vice-Chair would consider.

**Data Protection:** A new law was likely be introduced at the end of May. The Chair was meeting the Clerk of Staverton Parish Council who had done some work on this to clarify what we need to do. Under the old law, we do not keep any relevant "data".

**Accounts for Payment:**

Andrew Pepler – Gift for Sid Bloomfield re work on Pavilion	£30.00
Bob Prior – caretaking	£67.50

**Website:** The Planning Application for the Tannery is available under "planning" on the website.

**Neighbourhood Plan:** It was reported that the Government had relaunched the concept of neighbourhood planning in an attempt to boost house building. It included *inter alia* a requirement to review plans every five years.