

Minutes of the Holt Parish Council (PC) Meeting held at the Holt Village Hall on Thursday 25th April 2019.

Present: Cllr Becky Stevens (Chair) Cllr Bob Mizen, Cllr Philip Game, Cllr S Siddall, Cllr Meghan Doran, Cllr Dee Rickard, Cllr Alan Hendon, Mr Neil Baker (Clerk)

In Attendance: Ms Niki Gonty.

1. Apologies accepted from: Cllr Andrew Pearce, Cllr Richard Goodman, Cllr Marsha Nicholson

2. Open Meeting:

Niki Gonty has expressed an interest in becoming a Holt Parish Council Councillor and she gave a presentation outlining her background and experience, explaining why she wished to become a councillor and the specific areas she was interested in.

3. Declarations of Interest: None

4. Minutes of Meeting held on 28th March 2018: Proposed as a true record by Cllr Game and seconded by Cllr Rickard, accepted unanimously with exception of Cllr Hendon who abstained as he was not present at the March meeting.

5. Matters Arising:

- Despite agreeing at the previous meeting that the search for a volunteer should be abandoned, a volunteer for the role of Flood Warden has since come forward. Cllr Stevens has spoken to him and given an outline of the role. **Action Cllr Stevens**
- Clerk to maintain a watching brief on availability of new councillors' courses organised by WALC. **Clerk to action**
- Contact has now been made with Kelly Communications concerning the damage to Ham Green, further copies of the letters have been sent and **Post meeting Note: Copies of photographs also been sent. Clerk to monitor progress**
- The Clerk has written to the Parish Resident advising them that the signs at the West of England Water Softeners is a planning issue and should be raised with Wiltshire Council. No Further action
- It was agreed that the Councils use of Social Media should be discussed at the June meeting. In the meantime, Cllrs Siddall, Nicholson and Doran will meet to discuss further action regarding establishing a Facebook page for Council notices **Action Cllrs Siddall, Nicholson and Doran**
- The draft reply to Mr J Moody awaits approval. **Action Cllrs Game and Stevens**

- The demonstration of SCRIBE is still outstanding. **Action Clerk and Cllr Goodman**
- There is no timescale for retention of Minutes on the website, Council agreed it is a useful record for residents to refer to and therefore it will be retained.
- The survey of the Glove Factory Car Park will take place 1st/2nd May between the hours of 0900-1700.
- The Glove factory have been advised that they should contact Wiltshire Council, Andy Cadwallader regarding the flooding issue outside the Factory gates.
- The Clerks previous computer has not yet been disposed of. **Action Cllr Siddall**

6. Planning Committee Report:

Cllr Siddall reported on the Tannery Development as follows:

As reported at the last meeting, the Tannery planning application has been approved subject to 36 conditions some of which need resolution before any of the implementation can start. The permission may also be challenged by Judicial Review for a limited period following approval. Mr Guy Colle, the Tannery owner, has confirmed that HAB housing is no longer part of the development team and that he is in negotiation with another quality local housebuilder to fill the gap. He does not expect to be in a position to comply with the key planning conditions before the end of June at the very earliest. Only then will he have a clear view of the position and will be able to discuss processes, timing and start of the works. He is ready and willing to engage with the Parish Council.

Further information arose from questions from Councillors:

- a. There is no obligation to complete all of the proposed build in the planning approval.
- b. It is likely to take approximately 12-18 months to build the houses.
- c. There is no time frame for completion of the project

As agreed at the March meeting Cllr Siddall produced an article for the Holt magazine. A summary of the proposal and conditions due to be presented at the next Council meeting. **Action Cllr Siddall.**

The following Planning Applications had been considered by the Planning Committee under delegated authority:

19/03007/FUL 244a Melksham Road – Erection of 2 storey extension – No Comment

19/02724/FUL – 212 The Common – Double storey extension, replacement roof, new office space - No Comment

19/03286/TCA – 4 Beales Barton – Work on trees in conservation area – No Objection

7. Village Facilities Committee:

No decisions have been taken since the last meeting. A review of the last 12 months year is being undertaken, there is a plan to re-appraise the caretakers work and re write the job specification.

Remedial work to the Play area following the annual inspection is required. A proposal will be brought forward to replace some equipment

Cllr Mizen met with Ros Griffith (Community Area Manager) and explained the procedure/protocol for using the recreation field and she has been invited to attend a PC meeting in the future.

8. Highways and Streetscene Committee Report:

Cllr Game briefed the meeting on the cost details received from Wiltshire Council for the village gateways and min-roundabout.

As per agenda item 8(a), The following was proposed by Cllr Game on behalf of the Highways and Streetscene Committee:

To allocate a further £2364 from the Village Development Fund (bringing the total to £6870 as matched funding) for the village gateways and mini-roundabout projects. Seconded by Cllr Alan Hendon who (because of his professional background) offered to look at the quote. The proposal was carried unanimously.

Cllr Game is reviewing the results of the pavement survey and will compile a priorities listing based on condition/utility rate/hazard. The north side of the village from the shop to, the Midlands junction seems in need of some work. The intention is also to look at what lower priority work could be undertaken by the Parish Steward.

Double yellow lines on the bend opposite the Recreation field outside United Reformed Church is a part of a traffic regulation order. There have been no objections to date. There is also a traffic regulation order to put double yellow lines on The Common, B3107 adjacent to the turning to Beckerley Lane. Objections have been received by WC.

9. Finance Report

The proposal to Review and approve the 2018/2019 Accounts was deferred until the May meeting due to the unforeseen absence of Chair of the Finance Committee and appointed deputy Cllr Marsha Nicholson.

There is no update on what financial reports are required and their frequency until the review of the electronic accounting system SCRIBE is undertaken.

10. Proposal to approve the Standing Orders

It was agreed that further work is required on this document. The standing orders are to be reviewed over the next few months, broken down into small sections.

11 GDPR

Nothing to report

12 Village Inspection/Parish Stewards Tasking

There is no scheduled May visit of the Parish Steward and we currently await the programme for June 2019 onwards. Future meetings will confirm the Councillor responsible for subsequent inspection. **Action Clerk.**

13. Website

Nothing to report

14. Correspondence.

- The application form for Best Kept Village has been submitted and acknowledged. **Clerk to post details on the website and Notice Board**
- A request had been received from Holt School to provide funds towards an additional Defibrillator for Holt School. The village defibrillators were provided through Charitable sources and there was no formal proposal made to provide funds. Clerk to advise the school **Action Clerk**
- A request to site a Salvation Army recycling clothing bin has been made but as with previous requests the PC had nowhere to site the facility. **Clerk to write to Village Hall**
- Replacement adult pads for the Village Hall defibrillator had been purchased and a proposal to purchase paediatric pads (for use up to 8 years old) was proposed by Cllr Mizen, seconded Cllr Rickard. However, before a vote was taken, Cllr Stevens suspended the meeting to seek advice from Ms Niki Gonty, a registered nurse. When the meeting resumed the motion was carried unanimously. **Clerk to arrange purchase**
- Cllr Mizen will arrange for a further key to be cut for the defibrillator located outside the pavilion and pass to the Clerk. **Cllr Mizen to action**
- Cllr Pearce will be attending the local Highway Town and parish Meeting on 15th May 2019
- A local Resident had contacted the PC expressing concern regarding the lack of grass cutting near Avonfield and the corner of Bradley lane and Station Road. **Cllr Siddall to provide the Clerk with the map of grass cutting responsibility after which Clerk to action**

15. Accounts

The following invoices were approved for payment. Proposed by Cllr Goodman
Seconded Cllr Mizen and approved unanimously

| | | |
|-------------------|------------------------|-----------------|
| C N Baker | Clerk Wages (Net) | £305.13 |
| HMRC | Tax Wages | £76.20 |
| Information | | |
| Commissioner | Data Protection Fee | £40.00 |
| G Aland | Grass cutting | £470.00 |
| R Prior | Caretaking | £99.49 |
| WALC | Annual registration | £696.36 |
| Cardiac Science | Purchase of Defib pads | £103.14 |
| Holt Village Hall | Hall hire Jan/Feb/Mar | £90.00 |
| | TOTAL | £1880.32 |

Receipts

| | |
|---------------------------------|------------------|
| Hire of Recreation Field | £75.00 |
| Annual Wayleave | £108.25 |
| Precept 1 st Payment | £12600 |
| Total | £12783.25 |

16. Police Crime Reports

The Clerk advised Council that the reports received from Wiltshire Police had no record of recorded crimes in Holt since the last meeting. Further information received stated:

In 2018 42,483 crimes had been reported

Burglaries and Vehicle crime reduced by 25% and 26% respectively

Thefts from Person reduced by 15%

Theft in General reduced by 10%

But:

Robbery (79 crimes) increased by 31%

Stalking and Harassment increased by 25%

Overall crime in Wiltshire is down.

17. Items of report for future Agenda

The question of what action Wiltshire Council is taken to reduce air pollution needs to be referred to County Cllr Carbin for report at May meeting **Clerk to action**

It appears that Bus services has reduced, refer to Cllr Carbin for report at next meeting **Clerk to action**

The next meeting, which will be the Annual General Meeting and monthly meeting of Holt Parish Council, is Thursday 23rd May 2019 at 7.30pm at the Village Hall.