

The Annual General Meeting of Holt Parish Council was held on Thursday, 26th May 2016 at the Village Hall.

Present: Cllr. Becky Stevens, Cllr. Andrew Pearce, Cllr. Marsha Nicholson, Cllr. Richard Goodman, Cllr. Bob Mizen, Cllr. Halma Hughes, Cllr. Phil Game, Cllr. David Cullop.

In Attendance: Cllr. Trevor Carbin.

Apologies: Cllr. Robin Paice, Cllr. Steve Siddall, PCSO Andrew MacLachlan.

Open Meeting: The Reverend Andrew Evans spoke about planning application 16/03909/FUL. Church House, and /03908/FUL, The Coach House. He explained that the new facility at the Coach House will be similar to that at Church House. The Highways and Planning Departments of Wiltshire Council are both happy for the application for the Coach House to go ahead without additional provision for parking and he said he considered there to be sufficient on road parking beyond the Coach House towards Gaston. Bob Prior stated that he had lived within twenty meters of Church House and had never experienced noise problems.

Libby Elwood spoke about Box Steam Brewery's application for a Variation of Premises Licence. The licence would permit the brewery to serve alcohol both on and off premises from 09:00 to 23.00 from Monday to Sunday. At present they have to apply for a Temporary Events Notice (TENS) for each event that they hold throughout the year, both on and off site. TENS are limited to 50 per annum and a cost is incurred for each licence. She assured the Council that it is not the intention of the Brewery to become a pub or a club, adding that they only serve beer and not wine or spirits. Also, the Tollgate is a customer of Box Steam Brewery and it would not be in their interest to jeopardise the business. All relevant bodies, Police, Fire Brigade, Child Protection and Wiltshire Council Licencing Agency have been consulted and are happy with the application. The licence is sought so that they can hold events on an ad hoc basis.

Jo Lilley, Holt Sports and Recreation Committee, said the Committee is in favour of a skateboard park being provided for the youth, but strongly against it being on the small sports court. In 2000 the Committee obtained £10,000 of funding for the court and on completion handed it over to the Parish Council. It is a facility that is well used by people of all ages and she questioned why the use of the facility should be changed and replaced by something that would be a 'quick fix', when with more time and fundraising a better site could be found. She added that HSRC would be happy to help with fundraising.

Bob Prior said that noise levels of 80 decibels are emitted from a wooden ramp and there are houses within 80 metres of the proposed site; he asked what control would be exercised over its use given the noise level.

Rob Curtis disputed that the small sports court is well used. He suggested that people should visit a skateboard park before making a decision.

Cllr. Trevor Carbin presented the following report:

- Forewoods Common – the road has been inspected and repairs are on the list of work to be done, but no time has yet been set.
- Bus consultation – there were 11,000 replies and the results have been published on Wiltshire Council website. There is no indication yet on how the Cabinet intends to respond.
- Queen's Birthday celebrations – pubs can stay open until 1.00am on both days.

PCSO Andrew MacLachlan has submitted the following Police report:

Holt Parish Council meeting May 26th 2016

Current Priorities Horizon - <http://www.wiltshire.police.uk/horizon> - 101

I would like to take this opportunity to introduce you to Horizon. Being a victim or witness of crime can be distressing and traumatic. .

From October 2014, we were given the responsibility for delivering non-specialist services to victims of crime. Horizon Victim and Witness Care has been established to ensure that every victim of crime benefits from the best possible integrated support service according to their needs.

Horizon has been designed to provide the help and support needed relevant information and advice with links to other partner organisations that can assist you.

Horizon Victim and Witness Care is a new team of police staff which will help to provide a co-ordinated, consistent end-to-end service for victims and witnesses. This is from their first point of contact with Wiltshire Police, through the whole criminal justice process.

Working with partner agencies, Horizon will provide an enhanced service to support victims and witnesses when they need it most.

How can they help?

- A dedicated Victim and Witness Care Officer to victims of crime identified as most vulnerable
- Support and guidance throughout the criminal investigation process
- Simplified process for victims
- Greater level of co-ordinated end-to-end care for victims who need it most
- A schedule of contact between the victim and Wiltshire Police - victims will be able to say when and how they wish to be contacted
- Signposting to relevant national and local services where appropriate
- Improved quality of outcomes for victims and witnesses, working closely with key partner agencies
- If you require further practical and emotional help, we can refer you on to Victim Support

The victims and witnesses eligible for an enhanced service are:

- Vulnerable victims
- Intimidated victims
- Persistently targeted victims
- Victims of serious crime

These victims will be allocated a dedicated Victim Care Officer who will conduct a detailed assessment of their needs.

The Victim Care Officer will provide a single point of contact for the victim or witness to receive information and updates on their case. Victim Care Officers will agree a schedule of contact with the victim and be able to signpost them to partner agencies and more specialist local and national services when appropriate, such as Wiltshire Bobby Van Trust.

Wiltshire Control Strategy: We are continuing to base our Policing activities on the control strategy and working with the 4 P's, Prevent, Pursue, Protect and Prepare. Under this strategy we are looking to maintain our consistent approach to addressing the threat, harm and risk that causes the greatest harm to your communities and this is a daily evolving situation that requires a degree of fluidity. We have chosen not to include the diagram setting out our control strategy in this report but I need to emphasize that this is key in how we go about our daily business. A cross cutting theme of the control strategy is our young people and those who are more vulnerable and need safeguarding. In addition, those who are victims of domestic abuse are all in deserving need of a professional response and support. Our control strategy meets with Horizon here and works together to support those in need and focus our energies and resources in the most productive direction.

Any Relevant Series: The sector is not suffering from any impactive series at the moment although we still continue to see a higher than normal number of cycles stolen. These tend to be when people leave their bike unattended and insecure. Please remember to lock your bikes when not in use. As always, we welcome any feedback that you may have and it is important to hear your views in how we can find the balances and address the issues that affect your communities. Please continue to leave your feedback at feedback@wiltshire.police.uk

Local Crimes: *Crime statistics 25th April – 25th May 2016*

There have been 38 reported incidents for the Bradford Rural beat of which 1 occurred in Holt. This compares with 33 reported incidents for the Bradford Rural beat of which 1 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 (2)	0 (0)	

Anti Social Behaviour (Nuisance)	0 (2)	0 (0)	110/16
Burglary	0 (1)	0 (0)	
Fraud	1 (2)	0 (0)	
Drug Offences	1 (2)	0 (0)	
Criminal Damage	3 (8)	0 (0)	
Public Order Offences	0 (1)	0 (0)	
Theft and Handling	13 (5)	0 (0)	
Violence against the person	6 (7)	0 (0)	
Other	1 (0)	0 (0)	
Concern for Safety	1 (1)	0 (0)	
Domestic related	5 (2)	0 (0)	
Suspicious circumstances	2 (1)	0 (0)	
Transport related	5 (5)	1 (1)	24 th May – B3107. Parked car hit by another car which didn't stop. Enquiries ongoing.

Other incidents of interest: It is good to report no burglaries across the entire rural beat this month. However, there have been 10 thefts from motor vehicles in the past two weeks, mainly in the town centre, Winsley and Limpley Stoke area. We are carrying out night time patrols to try and catch the suspects but we urge residents to lock their cars when left unattended and never leave any valuables in the car.

Success Stories: Nothing specific to report. **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 NPT. Sign up to Community Messaging at www.wiltsmessaging.co.uk. <https://www.police.uk/> This link will allow you to check stats in more detail for your area, and all surrounding areas.

Community Coordinator Pc 1140 Mark Hough : mark.hough@wiltshire.pnn.police.uk

Deputy Sector Head Ps 1801 Louis McCoy : louis.mccoy@wiltshire.pnn.police.uk

Sector Head Insp 2517 Brain : james.brain@wiltshire.pnn.police.uk

Election of Officers: The Chairman retained the chair and asked for nominations for chairman. Cllr. Bob Mizen proposed Cllr. Becky Stevens, this was seconded by

Cllr. Marsha Nicholson. There were no other nominations. A vote was taken and all present were in favour. Cllr. Stevens accepted the nomination.

The Chairman asked for nominations for vice-chairman. Cllr. Marsha Nicholson proposed Cllr. Andrew Pearce, this was seconded by Cllr. Halma Hughes. There were no other nominations. A vote was taken and all present were in favour. Cllr. Pearce accepted the nomination.

The Chairman asked for nominations for treasurer. Cllr. Becky Stevens proposed Cllr. Richard Goodman, this was seconded by Cllr. Marsha Nicholson. There were no other nominations. A vote was taken and all present were in favour. Cllr. Goodman accepted the nomination.

Committees:

PLANNING

Cllr Steve Siddall (Chairman)
 Cllr. Bob Mizen
 Cllr. Robin Paice
 Cllr. Richard Goodman
 Cllr. Becky Stevens (ex officio)

VILLAGE FACILITIES COMMITTEE

Cllr. Bob Mizen (Chairman)
 Cllr. Steve Siddall
 Cllr. Marsha Nicholson
 Cllr. David Cullop
 Cllr. Halma Hughes
 Cllr. Becky Stevens (ex officio)

FINANCE

Cllr. Richard Goodman (Chairman)
 Cllr. Andrew Pearce
 Cllr. Marsha Nicholson
 Cllr. Phillip Game
 Cllr. Becky Stevens (ex officio)

HIGHWAYS AND STREETSCENE

Cllr. Andrew Pearce (Chairman)
 Cllr. Steve Siddall
 Cllr. David Cullop
 Cllr. Phillip Game
 Cllr. Halma Hughes
 Cllr. Becky Stevens (ex officio)
 Cllr. Marsha Nicholson (ex officio)

Declarations of Interest and Dispensation: Cllr. Bob Mizen declared an interest in planning application number 16/03908/FUL, The Coach House and Cllr. Phillip Game declared an interest in planning application number 16/03511/TCA and did not take part in any discussion about the respective planning applications.

Minutes of the Meeting held on 28th April 2016: The minutes of this meeting were approved and signed with the following amendment: page 97 skateboard park – to read ‘they have their support for a skateboard park in the village’.

Matters Arising: Wessex water – the emergency number has been published on the website.

A letter has been sent to Mr. Phil Tilley, Development Control Engineer, Wiltshire Council, expressing concern about the length of time for which the B3107 in Bradford-on-Avon will be fully closed for construction of a roundabout at Springfield. A response has been received outlining the reasons for the full closure of the road.

Box Steam Brewery – Application to Vary Premises Licence: As previously discussed, the application is for a licence to sell alcohol both on and off premises from 09:00 to 23:00 from Monday to Sunday. If the extended hours cause a problem, it is possible to ask for the licence to be reviewed and revoked if necessary. It was proposed, seconded and agreed, 7 in favour, one abstention, that this Council will not make representations against this licence.

Skateboard Park: Cllr. Bob Mizen reported that he has spoken at length to the insurance company and they are unable to give a clear answer as to whether a skateboard park would be insurable; a solar site is likely to be looked on more favourably. After discussion, it was proposed, seconded and agreed, seven in favour, 1 against, that a decision should be deferred to allow for advice to be sought from Wiltshire Council and, if necessary, from a professional skateboard park builder.

Planning Report:

Planning application 16/03909/FUL, Church House, 381a Ham Green – Change of use from meeting room to private dwelling. No objection.

Planning application 16/03908/FUL, The Coach House, 386A Ham Green – change of use including extension and alteration from private dwelling to Church meeting rooms (resubmission 16/01246/FUL) – in the absence of Cllr. Steve Siddall, Chairman of the Planning Committee, and all other members of the Planning Committee, with the exception of Cllr. Bob Mizen who declared an interest in the application and did not speak on the issue, the Chairman read the Planning Committee’s proposed objection to the application to the meeting:

The original application has been withdrawn and 2 new applications have been submitted. The first deals with change of use of Church House on Ham Green back to a private dwelling without alteration (16/03909/FUL). The planning committee recommends a response of “No Objection”.

The second application (16/03908/FUL) is a repeat of the previous application for change of use and alteration of the Coach House but without the provision of the car park adjacent to the Church. The lack of need for additional parking is justified by the reduction in parking for Church House meeting the need for parking at the Coach House. All of the issues that we raised in objecting to the original application are resolved other than 2. Local residents remain concerned about open ended use of the new meeting house. The agent's letter to WC addresses this and says that suitable conditions could be applied to the consent to limit uses of the building. We recommend that this be done. In our original objection we said "Parking pressure in the area is already severe. Change of use should not be permitted without additional parking provision". The Planning Committee are of the view that the justification offered is flawed as the Coach house is a larger facility than Church House and therefore do not, based on local knowledge, believe that this objection should be dropped. We therefore recommend that the following response should be sent to WC:

At its meeting on the 26th May 2016, Holt parish Council decided to object to 16/03908/FUL – Change of use and extension of the Coach House. Based on local knowledge, major concerns remain about parking pressure in the area of the Coach House. Whilst some reduction in new parking requirement is offset by the return of Church House to a dwelling, the Coach House is significantly larger and no details of proposed uses or limiting planning conditions have been put forward. The proposed meeting rooms are in a residential area and there is concern amongst neighbours about potential noise disturbance. In his covering letter to the Planning Department the Agent suggests that should this remain a concern, suitable conditions could be applied but none are suggested.

After discussion, during which the Clerk read a letter from Mr. John Price, St. Katharine's House, to Ms. Eileen Medlin, Planning Officer, to the meeting, the Chairman proposed that Planning Committee's recommendations should be accepted. There was not a seconder for this proposal. A counter proposal was made, seconded, and agreed with 7 in favour and 1 abstention (Cllr. Becky Stevens) that the Council should make no comment on the application.

Planning Application 16/04252/FUL, 392A Ham Green – detached garage – it was proposed, seconded and unanimously agreed that this application should be objected to on aesthetic grounds as the proposed building is out of character with the area.

Planning application 16/03511/TCA, land to the rear of Hope Cottage, Station Road, Ash and Acer reduce crown by a third. Crown raise by 1m and crown thin by 10%. Ash, Reduce crown by a third and crown thin by 10% in a conservation area. Wiltshire Council has been informed that this Council has no objection to this application. Decision by WC – no objection.

Tannery Development – nothing to report.

Village Facilities Committee Report:

- Cllr. Steve Siddall to obtain a price for repairs to the roundabout from Hiscocks Engineering.
- Cllrs. Siddall and Mizen to attempt repairs to the climbing tower.
- Corrective work to scrambling net – a response from Playforce is awaited.

- Water supply, pavilion – the urinals automatically flush at a set interval if the water is turned on. The Clerk to put a sign in the pavilion asking users to ensure that the water is turned off when they leave the premises.
- Dawes' Pond – work will start when all wild life breeding is finished,
- Soil for edging Ham Green has been delivered and will be spread in September.
- The caretaker to be asked to weed the Brook. Clerk to action,

Highways & Streetscene Committee Report:

- The recent traffic count showed little difference in traffic flow through the Village from the 2012 survey (approximately 10,000 per day), but fewer HGVs (5 all day).
- Parking problems – several complaints have been received from residents about indiscriminate parking. Bradford-on-Avon Town Council has published an interesting booklet about parking myths; an edited version to be sent to the Magazine. Cllr Pearce to draft and circulate to councillors prior to sending to the Magazine. Vehicles parked on the pavement outside the Old Ham Tree cause a particular problem. The Clerk to write to the Landlord asking if this can be brought to the attention of their customers.
- Cllr. Halma Hughes has agreed to become Flood Warden. Cllr. Pearce to pass the relevant paperwork to him.
- Tannery Development – there is a delay with this application because of parking issues. Double Yellow Lines, The Midlands – these to be installed by end May 2016. The Clerk to follow up with Wiltshire Council.
- Footpath 31 – this will signed off in the very near future.

Bradford-on-Avon Community Area Board: Cllr. Andrew Pearce was unable to attend the last meeting.

Neighbourhood Plan – Progress Report: Cllr. Andrew Pearce reported that it is being inspected by the planning inspector and the first draft on comments is expected on 2nd June 2016.

Bowls Club Rent: The Chairman reported that the Bowls Club has agreed to a new lease being drawn up and a solicitor has agreed to draft a new lease for within £300. This will be done in July.

Footpath Adjacent to Second Sports Court: Cllr. Bob Mizen reported that 20mm gravel has been removed from the path; it is still not satisfactory. Tarmac is considered to be the best option and a price of approximately £2145 has been obtained. This would mean that the entire footpath from the Brook to the Children's Play Area would be edged and tarmacked. This does not include the gravel path adjacent to the second sports court which leads to the Glove Factory Studios car

park. Holt Sports and Recreation Committee has agreed to contribute a further £500, leaving the Parish Council to contribute £1645.

It was proposed, seconded and agreed, all in favour, that £1645 should be taken from the Village Development Fund to tarmac the footpath. Cllr. Mizen to email councillors with details prior to work commencing.

Community Governance Review: Cllrs. Andrew Pearce and Halma Hughes attended the recent meeting regarding this; Trowbridge Town Council wishes to include Ladydown Farm within its boundary; residents of Ladydown Farm have all expressed the view that they wish to remain within Holt. There will be a full council meeting later this year when this Council can send a representative to the meeting.

Correspondence: The Parish Council has been copied in on a letter of complaint from Mr. Alistair Steadman about abusive behaviour towards members of the public from children attending the Youth Club. The Chairman assured the meeting that this has been taken seriously by the Youth Club leader and the matter is being addressed.

Mrs. Julia Mortimer recently complained about the poor upkeep of the cemetery. Wiltshire Council has been informed; their response is that with the reduction in the council budgets grass cutting has been reduced.

A voucher from Hills for 10 bags of compost has been received because our entry for the Best Kept Village Competition was one of the first to be received.

Village Inspection: No report this month.

Footpath Survey: Details given to Councillors. Reports to Cllr. Marsha Nicholson by end September.

Accounts:

- i) **Annual Governance Statement:** The statement was circulated and it was proposed, seconded and unanimously agreed that it should be approved.
- ii) **Accounts for Audit:** It was proposed, seconded and unanimously agreed that the accounts presented by Cllr. Goodman should be approved for audit.
- iii) **For Payment**

Open Spaces Society/Annual Sub	£ 45.00
Cllr. Steve Siddall/Orchard Fund	£167.92
WALC/Annual Sub	£662.42 (VAT
£110.40)	
WALC/Audit Briefing	£ 24.00 (VAT £4.00)
Holt and Broughton Gifford Youth Club	
/Donation	£600.00
Grist Environmental/Waste Collection	£ 12.00 (VAT £2.00)
G.Aland/Caretaking	£260.04

G. Aland/Ground Maintenance		£416.00
JM Beale		£443.51 (VAT £4.50)
Remuneration	£355.71	
Fixed Expenses	£34.62	
Stationery	£27.00	
Telephone	£18.50	
Postage	£ 7.68	

Any Other Business: Cllr. Halima Hughes has agreed to attend the next meeting of the Wiltshire Association of Local Councils Executive Committee. The clerk to forward any relevant paperwork and to confirm the date with him.