

MINUTES of a Meeting of Melksham Without Parish Council held on Monday 18th April 2011 at Crown Chambers, Melksham Market Place at 7.00 p.m.

Present: Cllr. Mike Mills (Chairman); Cllrs. Alan Baines; Elizabeth Bean; Rolf Brindle; Paul Clark, Gregory Coombes, John Glover; Maurice Hubert; Steve Petty, Mike Sankey and Richard Wood.

Apologies: Cllrs. Don Millard and Pat Nicol.

559/10 **Declarations of Interest:** Cllr Richard Wood declared an interest in Berryfield Village Hall as the Council representative on Berryfield Hall Management Committee and in PA MW11 01254 as an acquaintance of Mr Lockwood. Cllr. Elizabeth Bean declared an interest in the Agenda items relating to Shaw Pre-School Garden Fencing and the Skateboard park, Shaw as the Council representative on Shaw Hall Management Committee. Cllr. Baines declared an interest in a letter to the Council from a Whitley resident as the resident was a former work colleague. Cllr. Paul Clark declared an interest in a grass-cutting quotation from Mr Greenman who was his neighbour and Cllr. Steve Petty declared an interest in Agenda items 4a(i) and (ii) relating to the proposed Melksham Campus and in Agenda item 5 relating to Planning matters as a member of Melksham Area Board and the Wiltshire Council Planning Committee.

560/10 **Skateboard Park, Shaw Playing Field – letter from Wilts. Cllr. Mark Griffiths:** The Council noted a reply from Cllr. Mark Griffiths to inform that he was unable to attend the Council Meeting and to report that young people had approached him to request a Skateboard Park at Shaw Playing Field. He had subsequently met them with Abbi Gutierrez, the Area Board Manager to explore the idea. They were looking for a much smaller facility than in Melksham Town. Cllr. Coombes expressed concern that Cllr. Griffiths had not been to a Parish Council Meeting for 2 years. Cllr. Bean informed that this matter had been discussed by the Shaw Hall Committee who had voted against having a Skateboard Park at Shaw Field. Cllr. Wood felt Cllr. Griffiths had responded in a democratic way and proposed the Council reply to thank him for his letter but to make clear there were no plans to have a Skateboard park in the near future. Cllr. Hubert reported that, having been involved with the provision of a Skateboard facility before, there were serious noise and health and safety issues but he felt the children should be applauded their initiative in asking for the facility. Cllr. Baines agreed the young people had shown initiative but felt the Shaw Field site was unsuitable as it was surrounded on three sides by residential properties and the Council had no funds reserved for such a project. The Parish Council was upgrading the Basketball Court for young people in the Shaw and Whitley area.
Resolved: Cllr. Wood proposed, seconded by Cllr. Brindle that the Council reply to Cllr. Griffiths to emphasise the Council did not support a Skateboard Park at Shaw Playing Field for the reasons stated above. This was agreed.

561/10 **Planning Committee Minutes, 14th March:** The Council noted that these Minutes had been approved at the short Council Meeting on 21st March

562/10 Arising from Min. 530/10 (a) **Shaw Pre-School Garden:** Reply received from the Shaw and Whitley Pre-School Committee to emphasise there had been misunderstandings and mis-communications between the Pre-School Committee and the Parish Council and to suggest the Council meet with the pre-School Committee in the next two weeks. Councillors felt there was little point in having a meeting with the Pre-School Committee as there was nothing to negotiate. The Parish Council had made it clear right from the beginning that metal fencing was required in accordance with the planning application and the Pre-School had decided to install wooden

fencing in contravention of their own planning application and the Area Board grant. It was noted that the planning application could not be signed off until the correct fencing had been installed.

Resolved: *The Council reply to decline having a meeting at present and to reiterate once again the need for the correct fencing to be installed and to request a schedule of when this work would be done.*

563/10 Arising from Min. 530/10 (b) **Melksham Campus:** The Council considered a letter from a Whitley resident, sent via Terry Chivers, to express concern about the proposed new campus and to ask several questions. It was agreed to forward this to the Board Chairman Mr Seed and the Board Manager Abbi Gutierrez and to ask that they reply direct to the resident.

Resolved: *The Council forward the resident's letter to the Area Board Chairman and inform the resident and Mr. Chivers of the action which had been taken.*

564/10 Arising from Min. 530/10 (b) **Melksham Campus – answers to questions & Town Poll:** The Chairman expressed concern that both at the Meeting held on 29th March and in the subsequent written replies to the many questions asked, the answer always seemed to be “We do not know”. How could the project be costed at £23.2 million when Wiltshire Council was unsure where the Campus would be built and where the access would be? Cllr. Baines reported that at the Town Meeting on 4th April he, together with nine other town residents had requested a poll to determine the view of Melksham people on whether they wished the Library and Youth Centre to be relocated from their current sites to a single Campus facility at Woolmore Farm. There was a strong feeling in Melksham that the Town Council had not represented residents' views in their response to the Area Board. Any planning application would have to go before the Secretary of State and if a poll was held, the results would be taken into account. There was discussion as to whether the Parish Council should make a formal complaint about the way in which the Area Board Public Meeting of 29th March had been conducted. Cllr. Wood felt there was little point in making a complaint. Cllr. Glover emphasised there were enough procedural problems to warrant a complaint. No answers had been provided to residents and councillors' questions which had been submitted in advance of the meeting. Nobody was willing or able to answer the questions put to the meeting. At least 2 Wiltshire Councillors had made their minds up and read out speeches prepared before the Meeting even though it was meant to be a consultation Meeting. There had been no real recognition of the results of the formal Consultation done by Melksham Area Partnership. Even questions but by Board member Jon Hubbard had been dismissed. Wiltshire Councillor Mark Griffiths had even stated he did not believe in consultation and would not be taking it into account. Cllr. Baines agreed that questions put by the public and Board members had not been answered. He emphasised he had asked for a Town Poll as a resident of the town and not as a member of Melksham Without Parish Council. The Chairman informed that Wilts. Cllr Jon Hubbard had been told a personal answer to questions would be sent to his home the next day but this had not happened.

Resolved: *Cllr. Brindle proposed the Council request the timescale for any future Wiltshire Council reports and discussion of the Campus issue. This was agreed.*

565/10 Arising from Min. 530/10 **Campus – Wiltshire Older People Accommodation Strategy:** Cllr. Paul Clark reported he had reviewed this 10 Year Strategy but found it difficult to ascertain what were new additions and what was new replacement. There was a reference to a possible plan to build a replacement facility for Brookside adjacent to the new Campus, but the PFI Project referred to 60 new beds at Semington. The Report repeated itself in that there were 12 pages based on the

premise that the PFI Initiative would proceed and 12 pages devoted to a Strategy if the PFI project did not go ahead. He understood that if the PFI did not go ahead, Brookside would be moved but if it did, there would be new beds at Semington. He proposed the Council seek more information from Wiltshire Council Corporate Director of Community Services, Sue Redmond, and he offered to draft a letter for the Council to send. This offer was gratefully accepted. Cllr. Wood questioned why Brookside was being replaced. It was a relatively new building; built 1978 -79. PFI developments were not always desirable, such as a new school at Wootton Bassett. It may appear cheap for Wiltshire Council in the short-term but badly designed buildings were costly long-term. Cllr. Clark replied that it was perceived to be “past its sell-by date”. Cllr. Coombes emphasised that its present central position in the town was ideal. Cllr. Baines emphasised that elderly relatives and friends could visit more easily at a central location. It was noted that with the change in Government policy towards people staying in their own homes for longer, homes such as Brookside were now more likely to have older residents with dementia. More up to date equipment such as hoists may be required. Cllr. Clark reported that the Government was now asking companies who supplied money for PFI deals to pay back some of their profit. The PFI rent for the Great Western Hospital at Swindon would soon be more than the cost of health care.

Resolved: *The Council write to Wiltshire Council Corporate Director for Community Services, Sue Redmond with questions and concerns.*

566/10 **Minutes, Planning Committee Meeting, 11th April:** **Resolved:** *The Minutes of this Planning Committee Meeting be formally approved by the Council and signed by the Chairman as a correct record.*

567/10 Arising from Min.549/10 (iv) **Local Centre Land:** The Council noted a list of suggestions for use of this land, received from residents, as follows: a) Adventure Playground, b) Senior Citizens’ Garden with shrubs, flowers, seat and water feature, c) BMX Track with Café, d) additional parking, e) green area, f) landscaped garden with paved walkway, g) small shops, post office, café dentist, doctor’s surgery; h) youth club and j) outdoor gym area.. The Chairman reported that in liaison with Wilts.Cllr. Roy While he had protested to Wiltshire Council Planning Officer Mike Kilmister that the site was being offered for sale for £200,000 without any agreed Marketing Strategy and without any prior discussion with the Parish Council or Bowerhill residents. It was still unclear what the timescale for marketing was. The S106 Agreement had set a period of 5 years but there was no clear start date for this. He had asked Mike Kilmister to remove the “For Sale” sign and to set up a meeting between developers and community representatives to agree a way forward. Cllr While had also agreed to take this up with the Planning Officer. Cllr. Mills also emphasised that marketing the site cost a great deal of money and he felt it would be cheaper for developers to sell it to the Parish Council for a token amount. Cllr. Sankey expressed concern that developers may be trying to sell the site for housing again. Cllr. Glover emphasised that the Council needed to find out the views of Bowerhill residents on whether the Council should seek to purchase the land and for how much. He suggested the Council carry out another Survey; all the options needed to be explored. Cllr. Brindle suggested the Council consider purchasing part of the site. Would the shops be for rent or for sale? Residents still wanted a Post Office but it was unlikely to ever be provided.

Resolved: *The Council write to the developers Persimmon and Bloor Homes to urgently request a meeting with them to discuss the future use of the Local Centre Land. Copy letters to be sent to Wiltshire Planning Office and Cllr. Roy While.*

Planning Applications: The following planning applications were considered: MW/11/01190 Mr Gary Cooke, Boomerang Play Centre, Merlin Way, Bowerhill, Melksham. Proposed part change of use of existing building from D2 to Nightclub for evening works; proposed single storey side extensions and associated works. *Revised Plans and additional notes re Noise Alleviation report.*

Comments: *While Melksham Without Parish Council welcomes the restaurant with play area and has no objection in principle to providing improved facilities, the Council does strongly OBJECT to the plans to have a late-night opening night club especially to 3.00 a.m. on Fridays and Saturdays..*

The Council has therefore asked that the previous comments be reiterated as follows:

1. *Bowerhill is a large and quiet residential area. The proposed site is adjacent to residential homes, which will inevitably suffer noise and disorder problems from having a late-opening night club on their doorstep. The drink-related problems from other late-night establishments nearby in Melksham are well documented.*
2. *It is requested that opening hours be kept in line with existing pub hours. i.e. 12 midnight as the latest time.*
2. *The late night opening hours will attract both pedestrian and motor traffic from The Pilot and other nearby drinking establishments when they close. Popular night-clubs can also attract large groups from other towns, resulting in noise and disorder disturbance.*
3. *The large outside seating area will encourage people to be outside until very late which will also lead to noise disturbance for residents.*
4. *The proposals as they stand are inadequate because:-*
 - a) *It is unclear what the intended capacity of the club is. There is no clear strategy for dealing with additional visitors and ensuring that there are no disorder problems as a result*
 - b) *The past history of late-night opening clubs in Melksham indicates that these proposals will have Crime and Disorder implications for the local Police who are already stretched to capacity. There is no full CCTV at present either in the town or on roads leading to the site to enable easy identification of those who misbehave.*
 - c) *There is no transport strategy to ferry users to and from the site at the times being proposed for use. There is no public transport for Melksham in the early hours. Any transport strategy would need to include permanent provision of a night-club minibus which takes clients right to their homes. Please note the last buses in Melksham are as follows: Melksham to Chippenham - 21.43; Bowerhill to Bath - 22.18 Melksham to Trowbridge - 22.30 and Bowerhill to Devizes - 23.52*
 - d) *In the absence of any workable transport strategy, there will be a reliance on private car transport. The existing car parking of 60 spaces may be inadequate and could lead to parking around the residential and industrial estate roads of Bowerhill. This in itself could lead to noise and risk to residential and industrial property.*
5. *For the Parish Council to give support to these proposals, the following revisions would be required:-*
 - a) *The night club opening hours to be restricted to 12.00 midnight and an hours restriction be imposed on use of the outdoor seating are*
 - b) *The applicant in liaison with Police agree the club capacity and a strategy for dealing with those who seek to "gate-crash" if they are refused entry.*
 - c) *The main access and egress to the club to be sited away from the residential and industrial estate to avoid any disorder and security issues. It is suggested that provision be made for the club to be accessed directly*

from the new link road between Bowerhill and the A350 Diversion road when it is built. Wiltshire Council needs to address the outstanding issues relating to the link road so that it can be built as soon as possible.

- d) Inner and outer doors should be provided with the inner door being self-closing to ensure that no noise disturbance can be heard when people leave the club.*
- e) Care be taken to ensure that no flashing lights inside the club are visible from the outside.*
- f) CCTV to be installed on roads from town to Bowerhill and in all the external areas around the site.*
- g) A new safe and lit crossing to be installed on Pathfinder Way to ensure safe passage for those using the club at night.*
- h) A condition be imposed to ensure a minibus service is provided permanently to ensure users can be driven to/from the site and can be taken home safely when the club closes.*

MW/11/01254 Mr Kevin Lockwood Land north of 554 Canal Bridge, Semington
Proposed erection of four bedroom dwelling and creation of new access.

Comments:- *The Council object to this application as it is not within the village limit. Therefore as this is not for agricultural purposes, it is development in open countryside.*

MW11/00858 Mr Lee 112 Beanacre, (deferred from Planning Meeting on 11th April for site meeting.

Comments:- *The Council request the Beech Hedge be replanted when the garage is completed.*

569/10 **Planning Correspondence**

- a) Fence, 19 Shaw Hill:** Cllr. Coombes reported that it appears an illegal fence across a driveway has been erected which is on Highways land. It was agreed to take this up with Wiltshire Council
- b) Land at end of Wellington Drive:** Cllr Glover reported that some land near the railings had been enclosed by a nearby resident with a post and rail fence, causing loss of wildlife. It was agreed to find out whether this enclosure was legal
- c) MW11 03650 112 Beanacre – Planning Decision:** It was noted that this original planning application had been refused and that MW11 00858 was a new application for this site. *See Min 568/0 above.*
- d) Preliminary Consent Application St Margaret’s Pharmacy:** This application for preliminary consent for a pharmacy at Leekes was considered. It was noted that this area was served with the X72 bus service and the S106 ASDA money would also provide an additional 14 service on this route.
Resolved: *No objections*

570/10 **Minutes, 21st February Council Meeting:** It was noted that these Minutes had been formally approved at the short Council meeting held on 21st March.

571/10 Arising from Min.483/10 **Sheltered Housing:** The council noted replies from MP Duncan Hames to the matters raised at the February Meeting. It was agreed to send Mr Hames a copy of the Council’s response to the Wiltshire Older People Accommodation Strategy. *See Min. 565/10*

- 572/10 Arising from Min 492/10 **Subsidence, 3 Beeches Green, Shaw:** The Clerk reported that a letter from the Council's Insurers indicated that this file had now been closed.
- 573/10 Arising from Min. 492/10 **New Hall, Berryfield:** The Clerk reported that Gill Arbery's letter had been forwarded to Wiltshire Council Planning Dept and Mike Kilmister had rung to say he was raising the issues with the Principal Planning Officer. No further news had been received. The main issue was finding a replacement site for a new Hall. Cllr. Petty informed that a Plan of the revised canal route should be available by the end of the year. The route as planned appeared to sever planned employment land.
- 574/10 Arising from Min. 494/10 **Weed-spraying:** A reply was received from Complete Weed Control to emphasise that if any weed-spraying proved unsatisfactory, the company would spray the areas again. This information was noted.
- 575/10 Arising from Min. 505/10 **Street lights Switch Off Project:** The Chairman reported that this Project would be discussed at the forthcoming Neighbourhood Policing Meeting. It was noted that Wiltshire Council had reserved £5,000 for this Project and the cost to adjust the switch mechanism was £50 per lamp. Alternatively several lamps could be wired into one switch. Cllr. Brindle emphasised that modern technology enabled remote control of switches. The following suggestions had been received from councillors for switching off street lights:

Melksham Without (all)	Every other light except for main routes from 12.00 midnight to 5.30 a.m.
Beanacre	a) Old Road b) Areas along A350 where there are no footways
Woodrow Road	Lamps 42, 43 and 44
Shaw and Whitley	a) Folly Lane, Shaw and Top Lane Whitley – lamp OS 163A b) Switch off lights 12.00 midnight to 5.30 a.m. c) Switch off every other light
Bowerhill	a) All of Halifax Road and Falcon Way b) Every other light except for Halifax Road, Falcon Way and Hornchurch Road from 12.00 midnight to 5.30 a.m.
Semington Road	11 new lights between Semington Canal bridge and new Police Station plus every other light elsewhere.

There was discussion as to whether lights were a deterrent to crime or assisted crime. Cllr. Glover reported that young people often congregated where there were lights so switching them off may aid anti-social behaviour. He emphasised that Pathfinder Way lights needed to stay on at night.

Resolved: *The Council seek the views of the Police on the suggestions which had been made, as detailed above.*

576/10 **Finance**

a) Receipts: The Council noted that the following amounts had been received since the last meeting:

BACS	Wiltshire Council: Performance Reward Grant for Extension to Basketball Court project	£	6,550.00
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500317/8 Photocopying 2010/11	£	27.34
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b) Accounts: Resolved: *The following accounts be checked and approved for payment:*

3833	RM Software: 3 hours PC Support (£135) and new pc, large screen, set up and installation (£1,067) + VAT	£	1,442.40
3834	WALC: Annual Subscription 2011/12 (£743.05) + VAT	£	891.66
3835	GB Sport & Leisure: 2no. cradle seats for swing repairs at Shaw Play Area (£135) + VAT	£	162.00
3836	Townsend Design & Print: 1000no. Letterhead paper (£132) + VAT	£	158.40
3837	Wessex Water: Difference in VAT rate since quoted in 2010 (for water connection at new allotments chq 3817)	£	111.33
3838	British Telecom: Crown Chambers Telephone Calls 8/1/11 - 7/4/11 Line Rental 1/4/11 – 30/6/11 (£81.60) + VAT	£	95.22
3839	Wiltshire Publications: Melksham News grant aid advert Issue 17/3/11 (£43.20) + VAT	£	51.84
3840	Melksham Town Council: Room hire for Annual Parish Meeting 21/3/11	£	32.45
3841	Leekes: Materials for fixing new Screen to wall at Crown Chambers (£17.48) + VAT	£	20.97
3842	Mrs Mary Jarvis: April salary (including sick pay)	£	
3843	Mrs Margaret Mylchreest: April salary	£	
3844	Mrs Teresa Strange: April salary (£526.78)+ Expenses: Postal underpayment (£1.55) Cleaning materials (£3.34) Refreshments for Annual Parish meeting (£3.21) Bolt cutters for Parish Caretaker (£37.50) + VAT	£	
3845	Mr Terry Cole: 64 hrs w/e 12/3/11 – 2/4/11 + Travel Allowance (£391.23) + Mileage (£47.20) + Expenses (Ext lead for new Screen £1.88) + VAT	£	
3846	Mrs Gill Butler: Casual assistance 24/3/11–14/4/11 (16hrs)	£	
3847	Mrs Elaine Cranton: March office cleaning (10hrs)	£	
3848	Inland Revenue: Tax & NI for Employer/ee less SSP Recovered for M. Jarvis (-£19.79)	£	
3849	Wiltshire Council – Wiltshire Pension Fund: Employer/ee Superannuation for M. Jarvis/T. Strange	£	

c) Changes to Accountancy and Audit regulations: Teresa Strange reported that the changes ensured councils complied with set time limits and good practice. The

threshold for publishing full accounts had now been set at £200,000 Precept so this did not affect Melksham Without.

d) External Audit dates: The Council noted that the important dates for 2010/11 accounts were:

Statutory deadline for approval of Council's Annual Return 30th June 2011

Date by which Annual Return should be submitted for External Audit 4th July 2011

Appointed date for exercise of Electors' rights 25th July 2011

e) Grass-cutting contract for Beanacre Play Area: The Council considered quotations received for this contract.

Resolved: *The quotation from Paul Filkins for £45 per cut be accepted.*

- 577/10 **Minutes, short Council Meeting 21st March :** **Resolved:** *The Minutes of this Meeting be formally approved by the Council and signed by the Chairman as a correct record.*
- 578/10 Arising from Min. 540/10 **Section 86 Licence, Western Way roundabout:** The Clerk reported that no reply had been received from Wiltshire Council to a request for a separate letter to acknowledge the Parish Council would only be responsible for legal liability within this Agreement. It was agreed that the Council would sign the Licence and write a clause underneath to emphasise the Parish Council would only recognise legal liability.
Resolved: *The Section 96 Licence be formally signed by the Chairman and forwarded to Wiltshire Council with the extra clause written in.*
- 579/10 Arising from Min.542/10 **Goals for new Basketball Court:** Teresa Strange reported that both Mike Rogers and Richard Bean had advised the Council to install the smaller sized goal. **Resolved:** *Cllr. Glover proposed, seconded by Cllr Brindle that the Council purchase the 5 post Model CH330 for the new Basketball Court at a cost of £7,268. This was unanimously agreed.*
- 580/10 **Minutes, Sports Field Working Party 11th April:** **Resolved:** *The Minutes of this Meeting be formally approved by the Council and signed by the Chairman as a correct record.*
- 581/10 Arising from Min. 552/10 **Goalpost on land behind Wellington Drive:** Cllr. Glover informed that the content of this Minute was incorrect as there had never been more than one goalpost and it had only been re-sited once. It was better to leave it at its current location because the land was less sodden.
Resolved: *The Council write to Wiltshire Council to request that the goalpost be repaired and left at its current site.*
- 582/10 Arising from Min 552/10 **Recreational Land at Hornchurch Road:** Cllr Brindle suggested that the Council obtain goalposts for this land. It was noted that the developers had refused to allow it to be adopted because of the large maintenance sums required by Wiltshire Council for future maintenance.
Resolved: *The Council write to the developers to open negotiations for this land to be taken over by the Parish Council*
- 583/10 Arising from Min 554/10 **Sports Field Security:** The Council noted that the accesses to the Sports Field had now been made secure with bollards. Concern was expressed that no person from English Landscapes was in breach of their contract because no person was in attendance when the pitches were being used. Recently the Changing Room had

been locked when teams wished to use it and a game had had to be halted to enable dog faeces to be removed from a pitch.

Resolved: The Council bring these matters to the attention of Tim Slator, the Wiltshire Council Corporate Estates Manager and emphasise that the English Landscapes contract needed to be enforced.

584/10 Arising from Min. 556/10 **Heads of Terms for Transfer Agreement: The Clerk** reported that, for Clause 13 – Amendment 6, the Council Solicitor had advised that in the previous Agreement the trigger for withdrawal of the Village Green application had been the transfer of the land. It was noted that the Fields in Trust Scheme would require proof that the Sports Field would remain as a public recreational space in perpetuity. It was unclear if the new Transfer Agreement went against this requirement.

Resolved: *The Council seek advice on this matter from the Council Solicitor and the Fields in Trust*

585/10 **Sports Field Working Party recommendations: *Resolved:*** *The recommendations as detailed in Mins. 552/10 – 558/10 be formally approved by the Council excluding Amendment 6 to Clause 13 (Min 556/10).*

586/10 **Highway and Transport matters**

a) Melksham Area Board procedure for highway issues: The Council noted the revised Area Board procedure for dealing with highway issues which enabled local people to be involved in the prioritisation of the discretionary highways budget. Records indicated that the Parish Council had made four requests for highway improvements prior to the new system being introduced. These were:-

a) Pedestrian improvement on A365, Shaw (Oct. 2008)

b) Pedestrian crossing near Christie Miller, Lancaster Road, Bowerhill (Dec. 2007)

c) Cycleway along A350 Beanacre (from Westlands Lane junction) to Dunch Lane (March 2007)

d) Traffic-calming Lancaster Road, Bowerhill Industrial Estate.

Following discussion it was agreed to re-submit Item C – a cycleway for A350 Beanacre. **Resolved:** *Melksham Without Parish Council submit Item C as a current highway issue for consideration at the next Board Highways and Transport Forum.*

b) Council policy for reporting highway issues to Area Board: *Resolved:* *The Council agreed, in the interests of highway safety, that all highways issues received at the Council office be registered with the Area Board immediately upon receipt and that the Clerk inform the Council of any new highway issues at the next full Council Meeting.*

c) Unauthorised lorry parking, Bowerhill: The Clerk reported that Community Police Officer Janet Gould had raised this issue and it had been registered with the Area Board. On 25th March, there had been 3 HGV double trailers and 4 HGV lorries parked on Hampton Park West and in the absence of toilet facilities, drivers were using a nearby ditch with obvious health implications. There had been one reported accident when a car had crashed into a lorry one foggy morning. The parked vehicles presented a visibility hazard. Councillors discussed whether toilets should be provided on site. It was noted that the issue had arisen due to Wiltshire Council ignoring a Commission report and closing the Lorry Park in King Street. **Resolved:** *The Council write to the Melksham Area Board, copy to Cllr. Dick Tonge, the Wiltshire Council Cabinet member for Highways and Transport to reiterate that this issue had arisen due to the closure of the Lorry Park and to request that urgent action be taken to resolve it.*

d) **Highway Safety outside Shaw School:** The Council noted an email from a parent to inform that the flashing lights beneath the triangular school sign were not working and to suggest that a 20 m.p.h. speed limit was needed outside Shaw School during drop-off and pick-up times. An email from head teacher Dave Borrie supported a 20 m.p.h. speed limit and informed that flashing lights were not permitted with a zebra crossing.

***Resolved:** 1. The Council write to Wiltshire Council to request a 20 m.p.h. speed limit outside Shaw School. 2. The Council ask the Police to visit Shaw School and check that the existing speed limit and other safety measures were being observed.*

e) **Proposed changes to local bus services** – A letter from Wiltshire Council Head of Transport requested details of any significant local concerns. It was noted that the revised car parking charges were intended to encourage people to use the buses. Cllr. Baines informed that the Zig Zag service now had a new operator and one service had been removed. For the 272, most of the Sunday services were still being maintained. Changes to the Melksham – Bath shopper service would affect some residents.

f) **Duplicated Bus Services & Bus Racing:** Traffic Commissioner Miss Sarah Bell had replied to inform that if bus operator actions were affecting passenger safety, she could take this up if supported by cogent evidence. The Council could also request a Traffic Regulation Condition. The Council's letter had been copied to PSA Licensing Team and she requested permission to copy the Council's letter to the Vehicle and Operator Services Agency. Cllr. Glover reported that his wife had been ignored by a bus driver who was racing to beat the rival service into town. Cllr. Clark informed that he had taken up this matter with MP Duncan Hames who had replied that changes in the law were anticipated. He suggested the Council now write again to Duncan Hames to find out what action had been taken. This was agreed.

***Resolved:** 1. The Council reply to the Traffic Commissioner asking that this matter be investigated and giving permission for letters to be sent to the Vehicle and Operator Services Agency. 2. The Council write to Duncan Hames to ask what progress had been made re this issue.*

g) **Town Centre Improvements – Phase 4:** The Council noted a progress report re current highway works in Church Street, Melksham.

587/10 **Office Lease – meeting with Total Equipment:** The Council noted a report of a Meeting held with Total Equipment on 10th March 2011. The Chairman reported that the Meeting had been very positive and Ewan Hayes, the Company Secretary to Total Equipment, was prepared to offer the Council a lease renewal for 5 years, with a 2 year review, subject to Total Equipment being able to proceed with its own lease renewal. The Council had also requested a copy of the Insurance Schedule and Invoice. It was agreed to hold a day-time Meeting of the Office Working Party before the next Council Meeting on 23rd May.

***Resolved:** The Council hold a Meeting of the Office Working Party.*

588/10 **Berryfield Allotments – progress report:** The Clerk reported that all legal documentation had now been completed. The Notice for the Pre-Emption Agreement had now been registered with Land Registry and originals of the Agreements were being held in safe custody by Goughs, Trowbridge. The Council noted that Clarendon Fencing had kept to its original charge for installing the back fencing of £7.74 per metre to fit 62 m of C8?80 stocknet fencing with two lines of barbed wire on the

stock net side and two lines of plain wire on the other side. A further quotation was supplied for new gates and chain and padlock.

Resolved: *The Council accept the quotation for a single leaf galvanised 3.6 m gate and posts in the sum of £315.00 fitted and the quotation for a chain and combination padlock in the sum of £35.00.*

589/10 **Track at Berryfield Allotments:** The Clerk reported that Mr Norvil of 611 Berryfield Lane had tried to prevent the Caretaker and Allotment Warden using the main track and the incident had been reported to Melksham Police. It was noted that the Council, Mr Guley and others had rights of access down the track. A 1982 letter indicated that the Council owned the lower part of the track and Mr Guley owned the section from the allotments up to the main road.

Resolved: *The Council Solicitor Paul Vingoe be instructed to write to Mr Norvil about this matter.*

590/10 **Melksham Sorting Office & possible changes to Post Office Counter services:** Councillors expressed objections to proposals from Royal Mail to close the main Melksham Sorting Office in Church Street. There were concerns that this could lead to the closure of Melksham Post Office.

Resolved: *The Council write to object to the proposals and send a copy of the letter to Melksham Town Council, Wiltshire Council and the MP Duncan Hames*

591/10 **Council Correspondence:** The Council noted the following Correspondence:

(i) Community Right to Buy consultation paper

<http://www.communities.gov.uk/publications/localgovernment/righttobuyconsultation>

(ii) Community Right to Challenge consultation paper -

<http://www.communities.gov.uk/publications/localgovernment/righttochallengeconsultation>

(iii) WALC – April Newsletter

(iv) Town and parish Band D charges 2011/12. It was noted that although Melksham Without Parish Council was the 6th largest parish, there was at least 10 parishes with higher Band D charges.

(v) Community Mediation – Email from Laura Woolf, Maverick TV

(vi) New charity -Inland Waterway

<http://www.defra.gov.uk/consult2011/03/30/waterways>

(vii) Parish Stewards Programme – Letter from Bill Parks

(viii) CPRE Invitation to AGM at Bowood House Sat 18th June and request for volunteers for Open Day at Malmesbury 27th May

(ix) BASRAG Minutes of Meeting held 6th April

(x) General Power of Competence – information from House of Commons Library

Meeting closed at 10.00 p.m.

Chairman, Annual Council 23rd May 2011