

MINUTES of a Meeting of Melksham Without Parish Council held on Monday 20th February 2012 at Crown Chambers, Melksham at 7.00 p.m.

Present: Cllr. Mike Mills (Chairman), Cllr Richard Wood (Vice Chair), Cllrs. Alan Baines; Rolf Brindle; Gregory Coombes; Paul Clark; Pat Nicol; Don Millard; and Maurice Hubert.

Apologies: Cllrs. John Glover; Elisabethe Bean; Steve Petty and Mike Sankey

430/11 **Declarations of Interest:** There were no declarations of interest.

The Council resolved to suspend Standing Orders to allow for a period of public participation.

431/11 i) **Claire Litchfield, Governance Officer, Great Western Hospitals NHS Foundation Trust:** *The Council noted that no further communication had been received from Claire Litchfield, further to the Council's invitation to attend the meeting.*

ii) **Report from Wiltshire Councillor, Roy While:** Wiltshire Cllr Roy While reported on the following items:

- a) **Lorry parking at Bowerhill:** (See also Min. 449/11 (b)) The Chairman reported that he had just received notification of a meeting being organised by the Area Board for all relevant parties concerning lorries parking at Bowerhill following he closure of the Lorry Park in the Town Centre. The meeting is to be held on Wednesday 28th March at 3pm at Avon Polymers at Hampton Park West, Bowerhill.

Cllr While explained that he would be chairing the meeting and had selected the invitees. He felt that there had been a lot of anecdotal evidence but he wanted to ascertain the facts before reporting back to the Area Board. A resident had suggested to Cllr While that Wiltshire Council owned land at Bowerhill could be used as a Lorry Park but that was not feasible as designated for employment.

Cllr Millard queried as to when the Link Road would be built. Cllr While explained that when there was a developer for the Running Track land the funds would then be available to rebuild the Pavilion.

- b) **Campus Update:** Cllr While reported that he would be attending the Chamber of Commerce meeting the following evening, with Lucy Murray-Brown, to discuss the Campus. A blog and website for the Shadow Community Operations Board was now up and running: www.melkshamcampus-scob.org.uk
- c) **Wiltshire Council Budget:** The next Wiltshire Council meeting was to be held on Tuesday 28th February with the Budget being the main agenda item. The Budget has already been through the Cabinet, as well as Special Scrutiny Committee. Budget headlines were that there would be no increase in Council Tax for 2012/13 and free swimming for under 16 year olds was to be re-introduced.

- d) **Hallam Land & Bloors Public Exhibition relating to Land to the East of Spa Road:** Cllr While had attended the Exhibition held at Melksham Oak Community School on 16th February and estimated that approximately 150 people attended. The Core Strategy had been adopted by the Council but was currently subject to consultation. The developers wanted to get the land designated as Strategic under the Core Strategy.

Cllr Coombes commented that there had been vast expansion of new houses around Melksham and wanted assurances that the sewage and drainage systems were still fit for purpose. Cllr While explained that all relevant parties were consulted as part of the planning application process.
(See also Min. 433/11)

- e) **Melksham 55+ Seniors Forum:** Cllr While attended the recent Seniors Meeting held on 16th February, organised by the Melksham Community Area Partnership. The meeting was very well attended with over 100 participants. There were a good range of speakers including Jane Scott OBE, Leader of Wiltshire Council and Maggie Rae, Director of Public Health. Cllr While will be following up any issues raised in his area.

Cllr Coombes reported that he had attended the Forum and was impressed with the quality of questions put to the Council Leader. A resident had pointed out the difficulties for those with physical disabilities in obtaining a parking ticket from a machine.

- f) **Nurse available for consultation, at Melksham Library:** Cllr While reported on a new service at Melksham Library with a Nurse available for the community to consult on personal and family health issues. The Nurse was available on Thursday afternoons. Cllr While agreed to send details to the Clerk so that the Council could publicise the service on its website.
- g) **Good Neighbourhood Project:** Cllr While reported that he had confirmed with the Good Neighbourhood Project team, run by Community First, that it was available for all areas within the Melksham Without Parish.
- h) **Average Band D number:** (See also Min. 449/11 (a)) The Chairman commented on media coverage that the Melksham Town Council were to receive a grant of £7,980 from Wiltshire Council as a result of the inaccurate Average Band D numbers issued by Wiltshire Council to the Town and Parish Councils. It was clear from the Parish Council minutes of 12th September 2011; Mins. 227/11 and 228/11, that Wiltshire Councillors were aware at that stage about the discrepancy in the electoral numbers and therefore the Town Council must have been aware that they were setting a Budget against an incorrect Average Band D number. Cllr While explained that he had been in contact with the Cabinet Member at Wiltshire Council over this issue, and it was his decision to award the grant to the Town Council. Cllr Brindle commented that as the Parish Council had named the new roads, it had been clear all along which roads were in the Parish, and which were within the Town boundary.

- i) ***Litter complaints:*** Cllr Brindle expressed concerns that the litter in the area was at its worse level and that there was little, or no, evidence of English Landscapes activity with regard to litter collection and bin emptying; usually gangs of workmen are seen out and about. A particular area of concern was on the main road outside the Mobile Home Park. Cllr Baines agreed that it seemed as though bins were not being emptied on a regular basis; the bin opposite his house in Woodrow was completely full and although not heavily used, had clearly not been emptied for some time.
Cllr While agreed to pursue this matter.
- j) ***Bowerhill Sports Field – maintenance cash settlement:*** (*See also Min.451/11*)
The Chairman felt another meeting was needed with Steve Ibbotson of Wiltshire Council. Cllr While emphasised he wished to get this issue cleared up quickly. Wiltshire Council would be responsible for the Pavilion running costs and the Parish Council would receive lettings income.

The Council reconvened.

432/11 **Minutes, Planning Committee 6th February: Resolved:** *The Minutes of this Meeting be approved by the Council and signed by the Chairman as a correct record.*

433/11 Arising from Min. 421/11 **Hallam Land Management Exhibition 16th February – Land east of Spa Road:** (*See also Min. 431/11 (d)*)

i) ***Housing:*** The Chairman reported that Hallam were looking to build 400/450 houses on the site, with 150 of them shared equity/affordable housing. An outline planning application was not expected until March 2013; however the developers were hoping to include the site in the Core Strategy.

ii) ***Melksham Bypass:*** Cllr Brindle reported that both he and the Chairman had raised concerns at the Exhibition about the bypass for Melksham. It should be hidden from the Spa by a bund to protect from noise and sight as he was very concerned about the traffic.

Cllr Wood felt that it could not be classed as a Melksham Bypass until it connected up with Beanacre. Cllr Baines commented that Wiltshire Council had aspired to have a Melksham Bypass for a long time and owned an extra strip of land next to the current distributor road to enable it to be dualled in the future. Cllr Brindle questioned why Melksham had not had a Public Enquiry?

iii) ***Replacement Forest & Sandridge Primary School:*** The Chairman reported that the developer's plans included protecting and extending the footpaths, including those to the back of Melksham Oak Community School. With further contributions to the Forest & Sandridge replacement school. £1.6 Million had been pledged against the existing housing developments for the replacement school, and with this site they would be looking to put additional funds for the school.

Cllr Millard queried why work on the replacement school had not started, as he understood that the trigger was 50% of the houses built. Cllr Nicol explained that she was the Parish Council's Governor representative at Forest & Sandridge School; and that the £1.6 Million contribution had been put toward the architectural scheme. There was currently a 1 class intake, with plans for a 1½ class intake but a new development would

require a 2 class intake. The next tranche of money would become available when the next lot of houses were sold. Cllr Baines confirmed that although the Parish Council had been involved with the Design Brief it was not party to the Section 106 agreement and therefore the Parish Council were not aware of the detailed agreement.

The Council resolved to suspend Standing Orders to allow for a period of public participation.

The Chairman asked Cllr While if the planners were aware of the development and Cllr While confirmed that he contacted the Spatial Planning Department when he found out about the Exhibition but that it was open for anyone to make a planning application. A portion of the land was owned by Wiltshire Council. The developers were hopeful of positive comments from those who visited the Exhibition and would be pushing to have the site included in the Core Strategy.

Councillors expressed concern that Wiltshire Council had a material interest in the site as part owners, and that any application should be dealt with independently. Cllr While explained that it could be dealt with by the Strategic Planning Committee, rather than the Western Area Planning Committee.

iv) Social Housing: Councillors were also concerned that social housing was too small for families to live in. The Parish Council policy was that you should not be able to tell the difference between social housing and private housing when built.

The Council reconvened.

v) Historical area of the Spa: The Clerk reported that she had been advised not to make any comments until the Core Strategy 2nd round of consultation commenced on 20th February.

Cllr Bindle commented that he was very concerned about the detrimental affect on the historical area of the Spa; and queried why all the development was targeted to the East of Melksham, getting further from the town necessitating the need for a car. He had also heard that Wiltshire Council had bought houses in the Spa with the intention of future demolition to make way for the bypass traffic.

vi) Flooding: Cllr Baines commented that the developers at the Exhibition were unaware of any flooding issues on that land and stated that there were no flooding problems. However, residents were concerned about the culvert and drainage problems that they had experienced in the past with water in the ditch on the southern side of the road. Berryfield Brook had little fall, with very slow flowing water and any additional run off caused by the development would not run off quickly; the brook would not take large volumes of water. The Chairman confirmed that he too had been informed that there were no flooding issues, that all had been investigated. Cllr Brindle confirmed that twice in the last 30 years the water has been up against the walls of the houses in the Spa with the gardens under 2' of water.

vii) Policy: Cllr Baines emphasised that while this site was a logical extension to the current East of Melksham housing development and the closest open land to the Town Centre open for development, ambitions to make the distributor road into a future Bypass

were not feasible. Wiltshire Council would need a large sum of money to connect Sandridge through to Beanacre and this was not feasible in the present economic climate. It could not become a Relief road until the traffic had somewhere to go. The Chairman commented that limited development should be accepted but some development in the villages was also needed in line with the Parish Council policy to keep the villages alive. Cllr Baines felt that limiting the development to half the number of houses proposed would alleviate the potential drainage problems.

***Resolved:** The Council write to Hallam Land Management with the following comments: The Parish Council support half the number of proposed houses to be built (200-225) using the existing Distributor Road and that an access to this housing should be off the existing Snowberry Lane. The proposed new road would be inadequate as a Melksham Eastern Relief road.*

434/11 Arising from Min. 423/11 **a) Community Orchard, Briansfield Allotments:** Cllr Brindle confirmed that he had chosen 5 varieties of Wiltshire Heritage apple varieties for the Community Orchard project. Stakes would be required and could be purchased from Countrywide Farmers for £2.70 each.

The Financial Officer reported that a grant application had been made to the Wiltshire Wildlife Trust for their Community Orchard project. However, she had received an email earlier in the day to inform that the tree ordering would not take place this March as the supplier was unable to propagate the orders due to Defra not supplying the plant material. This was very disappointing news, not least for Wiltshire Wildlife who had 20 Community Orchards organised. The trees would now be ordered in November 2012 for delivery Dec 2012/Jan 2013. However Wiltshire Wildlife have applied for separate grant funding to plant 50 trees in 2012 as part of their 50th anniversary celebrations and were looking to their Community Orchards to plant some of those trees.

b) Jubilee Woods: The Financial Officer reported that she was in the process of applying for a Community Tree Pack from the Woodland Trust. These consisted of packs of 105 or 420 trees for community planting as part of the Jubilee Woods project. Packs contain saplings 20-40cm high and include a Royal Oak sapling, grown from seeds gathered from Royal Estates to celebrate the Queen's Diamond Jubilee.

435/11 Arising from Min. 408/11 **Berryfield Allotment Track:** The Clerk reported that following a report that Mr Norvill was applying to buying the land directly behind the Berryfield Allotments, she had written to the owners of the land. Mr Ian Baber had replied that the land was jointly owned by his two aunts, brother and himself and the consensus of opinion was that they did not wish to sell the land.

The Clerk was also pleased to report that some old Allotment Deeds which had gone missing had been found with Goughs at their Trowbridge office, despite initial denials that the Solicitor still had these papers.

Following Cllr. Glover's query whether that the Council could lose access rights over the track to Council land, the Clerk had also written to the Land Registry. A reply confirmed that rights in the nature of easements cannot normally be lost as the result of lack of use, whether they are registered or not. However, because the land is agricultural land it does not mean the rights over it are automatically vehicular. The nature of the

rights over the land track depend on (a) whether the rights have been created by deed or acquired over a period of over 20 years continuous use and (b) what the actual use has been over the years i.e.: vehicular, pedestrian or both.

Resolved: *The Council research the right of access over the track in more detail.*

436/11 **Planning Applications:** The Council considered the following planning application and made the following comments:

MW12/00234/FUL Unit 6A Avro Way, Bowerhill, Change of use of external area to storage/retail of cars.

Comments:- *The Council has no objection in principle to the change of use to store/retail cars however it does have serious concerns over where visitors to the establishment will park their own cars. Cars already park along the length of Halifax Road causing traffic hazards. Provision needs to be made for on site/off road parking for visitors and employees.*

The Council had no objection to the following application:

**MW12/00259 Mr & Mrs Hughes, 45B Westland Lane, Beanacre, SN12 7QE
Retrospective application for land adjacent to 52C Chapel Lane, Beanacre for a pond and storage shed.**

437/11 **Planning Correspondence:**

- i) **Development East of Melksham – Drainage (Min. 390/11):** The Clerk reported that there had been no further answers from Wiltshire Council on either the drainage or hedgerow issues since Duncan Hames MP had taken them up.
- ii) **Hedgerow and associated matters, Snarlton Lane:** The Clerk reported that Snarlton Lane resident Mrs Manoli Crook had received an email from Wiltshire Councillor Mark Griffiths with reference to her concerns over a new planning application but it was understood that reference was being made to amendments against an existing application.
- iii) **Balancing Pond, Bowerhill:** The Clerk reported that Persimmon Homes and Wessex Water will still in disagreement about who owned and therefore was responsible for the Balancing Pond. An outstanding call was lodged with Peter Kenny, Adoptions Manager at Persimmon.

iv) **W/10/00007/MIXED Tree Preservation Order for Sheeshnag, Shaw Hill**

Resolved: *The Council note that the TPO for 5 Cedar trees and 1 Oak tree had been confirmed on 9th February 2012 but other trees originally requested as part of the TPO had been excluded.*

438/11 **Minutes, Council Meeting 23rd January: Resolved:** *The Minutes of this Meeting be approved by the Council and signed by the Chairman as a correct record with the following amendment:*

*Min 395/11 Council Budget and Precept for 2012/13 v) Finance Committee 14th November Recommendations: (3) Min 306/11:
Delete “Total Costs = £15,245” and replace with “Total Costs = £17,940”*

- 439/11 Arising from Min. 388/11 **Core Strategy Review – Special Planning Meeting:** The Council noted that the final draft Core Strategy was now out for consultation from 20th February to 5th April. Councillors queried if the document was available to view in the Melksham Library. It was agreed to hold a Special Council Planning Meeting to review the Core Strategy which would be for all the Council, not just the Planning Committee. **Resolved:** *The Council hold a special Planning Meeting on Monday 5th March at 7pm, to consider the Council response to the Core Strategy consultation.*
- 440/11 Arising from Min. 390/11 (c) **Invitation to Duncan Hames:** The Council noted that Duncan Hames was unable to attend the Annual Parish Meeting or the next two Council meetings. It was agreed to invite him to attend a Council Meeting during the Summer Recess. **Resolved:** *The Council invite MP Duncan Hames to a summer Council Meeting*
- 441/11 Arising from Min. 393/11 **Allotment Warden – insurance for volunteer:** The Financial Officer reported that the Council’s Insurance Policy covered employees, members and volunteers and therefore any volunteer at the Allotments was automatically insured.
- 442/11 Arising from Min. 394/11 **Staffing Committee Recommendations:** The Clerk reported that the IOSH Health & Safety Course that the Parish Caretaker was booked on had been postponed until there were enough delegates to make the course worthwhile.
- 443/11 Arising from Min. 398/11 **Whitley Bus Shelter Survey:** The Clerk reported that there had not been many online responses but there could be more responses in the box at Whitley Stores. The Council noted that the survey closed on 25th February.
- 444/11 Arising from Min. 400/11 **Visit from Nerissa Vaughan:** The Chief Executive of the Great Western Hospital NHS Foundation Trust, Nerissa Vaughan had confirmed that she would be attending the Annual Parish Meeting. Councillors commented that due to all the new development pressure in Melksham, Chippenham and Trowbridge that a case could be put for a new hospital for West Wiltshire. **Resolved:** *The Council invite the Chief Executive of the Royal United Hospital Bath NHS Trust to join Nerissa Vaughan at the Annual Parish Meeting under the Agenda item “Health in the Community”.*
- 445/11 Arising from Min. 404/11 **Village Green Application, Wellington Drive:** The Clerk reported that Wiltshire Council had acknowledged receipt of the Application, but there had been no other related communication.
- 446/11 Arising from Min. 405/11 (a) (i) **Sponsored litter bins:** The Financial Officer confirmed that the bin order was in hand.
- 447/11 Arising from Min. 413/11 **Jubilee Celebrations:** No proposals were received for the Jubilee. It was noted that Cllr. Coombes had suggested having a Council Jubilee Dinner. The Chairman reported that the Melksham Area Board had requested local groups and organisations to be involved in a Wiltshire wide Jubilee event, to showcase Melksham. Melksham Town Council felt that any such type of event should be held in Melksham and not in Salisbury as proposed.
- 448/11 Arising from Min. 414/11 (i)(a) **Lorry restriction signs, Bowerhill:** The Clerk reported that an issue sheet had to be raised with the Area Board for consideration by the CATG

(Community Area Transport Group) before any costings would be advised. An issue sheet had been raised by the Clerk.

449/11

Finance:

- a) Average Band D number:** (See also Min. 431/11 (h)) The Chairman reported that the final number advised by Wiltshire Council was 2,821 for Band D. The Council agreed to publish the £3,000 increase in Precept (giving a Precept total of £107,000 for 2012/13) The Average Band D number given by Wiltshire Council was constantly being amended so the actual pence per household was uncertain. **Resolved:** *The Council publish the £3,000 Precept increase for 2012/13, giving a Precept total of £107,000; on the Council website.*
- b) Roundabout Sponsorship invoice:** The Financial Officer reported that an invoice for £1,614 (£1,345 + VAT) had been received from English Landscapes Maintenance Ltd for the planting of the Western Way Roundabout. Carson Tyres had been sent an invoice from the Parish Council for their sponsorship contribution. **Resolved:** *The Council hold payment of English Landscapes Cheque 4062 for £1,614 to until confirmation had been received from Carson Tyres that they were happy with the planting.*
- c) Weed spraying quotation 2012/13:** **Resolved:** *The Council proceed with the quotation for £936.36 (£780.30 + VAT) for weed spraying in the Parish in 2012/13.*
- d) Receipts:** The Financial Officer reported that the PIGS (Pathway Improvement Grant Scheme) funds of £750 had been received from Wiltshire Council as their 50% contribution towards the new footpath at Locking Close. An invoice had been issued to BRAG (Bowerhill Residents Action Group) from the Parish Council for their 25% contribution (£375).

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

500341	Briansfield Allotment rent (x2 rent for ¼ plot as non resident)	£	6.25
BACS	Wiltshire Council – PIGS grant for Locking Close pathway (50% of total project cost excluding VAT)	£	750.00

- e) Accounts for Payment:** **Resolved:** *The following accounts be checked and approved for payment:*

4062	English Landscapes Maintenance Ltd: Planting of Western Way roundabout £1,345 + VAT (This cheque to be held: See Min. 449/11 (b))	£	1,614.00
4063	Playsafety Limited: ROSPA Inspection Course (£207) Exam Fees (£60) Training Manual (£20) for Parish Caretaker on 22 nd May + VAT	£	344.40
4064	Wiltshire Publications Ltd: Melksham News Quarterly Newsletter (Issue 19 th Jan) £140 + VAT	£	168.00

4065	RM Software: 3 hrs pc support £135 + VAT	£	162.00
4066	GB Sport & Leisure: Play equipment maintenance spares £64.52 + £10 carriage + VAT	£	89.42
Salaries:			
4067	Mrs Mary Jarvis: February Salary + Additional hours + Expenses (£3.82 Recorded delivery postage)	£	
4068	Mrs Teresa Strange: February Salary + Additional hours + Backdated pay from January (<i>NB: new pay scale</i>)	£	
4069	Mrs Margaret Mylchreest: February salary	£	
4070	Mr Terry Cole: w/e 14/01/12 – 04/02/12 + Backdated pay from January + Travel allowance + Mileage (£62.40) + Expenses (£15.24 + VAT Perspex for notice board repair) + 1 day sick pay (for hospital visit) (<i>NB: new pay scale and additional hour per week</i>)	£	
4071	Mrs Elaine Cranton: January office cleaning	£	
	Total Salaries:	£	3,384.44
4072	Inland Revenue: Tax & NI for Employer/ee	£	668.93
4073	Wiltshire Council – Wiltshire Pension Fund: Employer/ee Superannuation for M. Jarvis/T. Strange	£	799.69
4074	TOTAL Equipment Ltd: 1/3 contribution to electricity charges for Crown Chambers 01/01/12 – 31/01/12 £43.77 + VAT	£	45.96

450/11 **Minutes, Joint Sports Field Forum 6th February: Resolved:** *The Minutes of this Meeting be approved by the Council and signed by the Chairman as a correct record.*

451/11 Arising from Min. 424/11 **Maintenance Cash Settlement:** (*See also Min. 431/11 (j).*) It was noted that the Clerk had circulated an email from Wiltshire Council Officer Mary Noyce, prior to the Meeting. This gave Wiltshire Council's breakdown of their maintenance cash settlement offering. It was agreed that many of the items were underestimated in terms of both time spent and hourly rates quoted. A revised breakdown had been prepared showing the Council's comments on each item.
Resolved: *The Council arrange to meet again with Roy While and Steve Ibbotson to put forward their concerns over the cost breakdown presented.*

452/11 Arising from Min. 427/11 **New Pavilion layout:** The Council considered the second amended draft plan, that had been prepared by Cllr Baines.

- 453/11 **Joint Sports Field Forum Recommendations: Resolved:** *The recommendations as detailed in Mins. 424/11 and 425/11 be formally approved by the Council.*
- 454/11 **Highway Items:**
- a) **Sandridge speeding and speed limit proposals:**
- i) **Metro count outside Forest & Sandridge School (Area Board Issue No. 2171): Resolved:** *The Council to confirm to the Area Board that they are happy for a new Metro Count to be carried out outside Forest & Sandridge School.*
- ii) **Proposed 30mph speed limit at Sandridge Common:** The Council welcomed the proposal to extend the 30mph limit on the main road to account for the newly residential nature of the area due to the adjacent Taylor Wimpey development. The Council noted that Wiltshire Councillor Mark Griffiths had requested confirmation that this now joins up the 30mph zone all the way to the Forest & Sandridge School.
- iii) **Roundabout reflectors:** Cllr Millard requested that large reflectors be placed at intervals on the new sloped roundabout (approx halfway up the slope) on A3102. He reported that he had heard of numerous near misses of vehicles approaching the roundabout too fast.
- b) **Lorry Parking at Hampton Park West - complaint:** *(See also Min. 431/11 (a))* The Council noted the complaint made by Avon Polymers at Hampton Park West concerning lorries parked outside their premises as a Health & Safety risk. The Chairman reported that when he tried to raise this issue with the Area Board he was informed that it was a Highway issue as anybody was allowed to park on an Industrial Estate. **Resolved:** *The Chairman represent the Parish Council at a meeting convened by Wiltshire Councillor Roy While on this issue.*
- 455/11 **Area Board & Community Partnership matters:**
- a) **Melksham Community Area Action Plan:** The Clerk was pleased to report that all the Council's requested amendments were in the Action Plan.
- b) **Parish Plans:** The Clerk reported that four of the Parish Plans had been done, with the two smaller plans for the Spa and Sandridge left to complete.
- c) **Melksham Campus update:** The Council noted the Update report and Minutes (16th Jan and 15th Dec) of the Melksham Shadow Community Operations Board (COB).
- 456/11 **Annual Parish Meeting – Monday 19th March:** The Council noted the forthcoming Annual Parish Meeting to be held in the Town Hall. The Council thought it would be a nice idea to show the video clips of the opening of the Shaw Basketball Court and the Interview with the Chairman at the launch of the BRAG new canal side picnic area as part of the Meeting.
- 457/11 **General Correspondence for action:**
- i) **First Great Western Franchise specification – consultation:** Cllr Brindle commented that he felt that there was a general consensus that there was a need for a better railway service in Melksham and suggested that an hourly each way service for Bath and Bristol with good connections to Trowbridge and Chippenham would be an ideal solution. The Clerk requested any comments to be received from Councillors by the 19th March (Annual Parish Meeting) to enable comments to be submitted before the closing date of 31st March.

ii) WALC Circular – February:

- a. **Communications Training Day: Resolved:** *The Clerk attend the “Communications Training Day on 24th February at a cost of £60.*
- b. **Social Housing Allocation – Government Consultation Paper:** The Clerk reported that the Paper had been downloaded to enable comments to be made.
- c. **Wessex Water Drought Plan:** The Council noted that a drought was about to be declared around Swindon and that in parts of Wiltshire the river had dried up completely.
- d. **Local Councils Play Area Survey:** The Clerk to complete if not too time consuming.

iii) Bath University Survey: The Clerk reported that the Council had been asked to take part in a survey concerning community work with volunteers. **Resolved:** *The Council decline the offer due to the current heavy workload of the office staff.*

458/11 **General Correspondence for information:** The Council noted receipt of the following papers:

- i) **New telephone numbers for Link Service:**
The Council noted concern that mobile telephones were now being used, which meant increased costs to those contacting the Link Service.
- ii) **Wiltshire Council, CAN & Rural Services Network newsletters**
- iii) **Digital Literacy – introductory paper from Co-ordinator Jenny Wilcockson**
- iv) **Highway work schedules for the Melksham area**
- v) **Business Safety Drop-In Centres**
- vi) **Wilts & Berks Working Group Minutes – 9th February**

Meeting closed at 9.40 p.m.

Chairman, 16th April 2012