

MINUTES of a Short Meeting of Melksham Without Parish Council held on Monday 19th March 2012 at the Town Hall, Melksham at 9.05 p.m.

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

- 467/11 **Declarations of Interest:** The Chairman declared an interest in Cheque no. 4076 Chair's Allowance.
- 468/11 **Council Meeting dates for 2012/13: *Resolved:*** *The Council noted the draft dates for 2012/13 for approval at the next Council meeting on 16th April.*
- 469/11 **Statutory Holidays 2012: *Resolved:*** *The two Council Statutory holidays be on 8th May and 28th August 2012.*
- 470/11 **Minutes, Planning Committee 5th March: *Resolved:*** *The Minutes of the Planning Committee Meeting be formally approved by the Council and signed by the Chairman as a correct record.*
- 471/11 Arising from Min. 461/11 **Core Strategy:**
- a) **Topic Papers:** It was noted that the Clerk had forwarded Topic papers and copies of the corresponding Core Policy to individual councillors and had requested written comments both on the Topic Papers and the adequacy of policies.
 - b) **Core Policies:** The Clerk explained the process and format for submitting the comments on the Core Strategy to Wiltshire Council, and emphasised that the Council was not in a position to say whether the document was legally compliant. Wiltshire Council required comments as to the soundness of the Strategy and a separate form was requested for each comment. As this was now the second set of consultation on the Core Strategy, these comments would be presented to the Government at a forthcoming Inquiry which would be held in the Autumn. The closing date for submission of comments was Monday 2nd April, 5.00 p.m.
 - i) **Policy 15 Melksham Community Area**
 - a) **Settlement Strategy – Bowerhill:** The Councillors expressed concern again that Bowerhill was not deemed a large village and was seen as an employment area for Melksham town. It was noted that the Core Strategy argued that this was because it was close to the town and shared facilities with Melksham. Its proximity to Melksham prevented it having other facilities. Councillors refuted this and emphasised Bowerhill had its own community hall, primary school as well as many community groups Bowerhill also provided employment for the whole of the Melksham area as well as the town itself. It provided employment for other towns as well. A bus transported Knorr Bremse workers from Chippenham on a daily basis. It was noted that BRAG (Bowerhill Residents Action Group) were sending their own response on the Core Strategy to Wiltshire Council.

b) *Settlement Strategy – Shaw & Whitley:* It was noted that the two separate communities of Shaw and Whitley had been amalgamated together. It was agreed that the Neighbourhood Planning exercise would bring to light the residents' views of whether the two communities wanted to keep their independence.

c) *Settlement Strategy – other villages:* Berryfield had now been classed as a small village

Resolved: *The Council include the comments above in its submission on the Core Strategy and make clear that it wished to attend the Inquiry as a participant.*

472/11 **Core Strategy -NAWS (Network against Wiltshire Sprawl):** The Council also noted correspondence from NAWS and a graphic representation of the impact of the proposed Core Strategy housing numbers and employment land on the A350 corridor

473/11 **Neighbourhood Plans – Wiltshire Council Seminar:** The Clerk and Cllr Bean reported that they wished to attend the Seminar on 22nd March, 6.30pm at the Corn Exchange, Devizes. This was agreed.

474/11 **Planning Applications: Resolved:** The Council considered the following planning applications

W/12/00361 Garages 24-25 Halifax Road/Land adjacent to 22 Halifax Road, Bowerhill; Selwood Housing; Proposal for erection of two new bungalows following outline planning permission 07/00996/OUT

Comments: *Please note that these drawings are still incorrect as they indicate properties in Halifax Road behind the proposed bungalows in the differing elevations, but it would actually be houses in Dowding Way and Trenchard Way that would be behind these bungalows. This has previously been pointed out by the Parish Council at pre-application stage to Selwood Housing.*

There were no objections on the following planning application

W/12/00479 Mr James Worksnop, 25 Wellington Square, Bowerhill Land adjoining 4A Wellington Drive. Proposal for application to replace extant (not commenced) planning

475/11 **Planning Correspondence:**

a) **East of Melksham development – Drainage and Hedge:** The Council noted copies of letters from Snarlton Lane resident Mrs Manoli Crook and an email from Mike Kilmister, Wiltshire Council.

Cllr Baines reported that he had raised concerns of the raised flood risk in Snarlton Lane at the recent Operational Flood Working Group meeting. It was noted that the development will not be signed off until the necessary checks have been made. The developers still had a pump running on site.

Cllr Glover expressed concerns that the developers consulting on the potential development east of Snowberry Lane (Hallam & Bloor) (*see Min 463/11*) stated that the Environment Agency did not recognise any flood risk in that area and yet

on older plans it was shown as a flood risk area. Cllr Baines explained that the flow on Berryfield Brook was very slow as there was minimal fall.

The Clerk reported that there was still confusion over the reserved matters planning application **PA 10/04033/REM** as the email from Mike Kilmister stated that there were still outstanding issues yet to be decided. However the Town Council had told Mrs Crook that all the issues had been decided. A ditch had been filled in and this was causing flooding on to the Lane, even with a small amount of rain.

The Councillors were mindful that while the application itself was not in Melksham Without the resulting flood was likely to be in the Parish.

Resolved: *The Council write to the Environment Agency to:-*

- a) *enclose details of the potential flooding issues as raised by residents about PA 10/04033/REM.*
- b) *to enquire if there are any known flooding problems on land still planned for subsequent building (identified by Hallam Land Management), but not yet at application stage*
- c) *to request up- to- date flood risk maps for the parish*

- b) **Proposed Solar Farm development at Craysmarsh Farm, Redstocks:** The Council noted details of this proposed development. Comments were invited from the Council prior to a planning application being submitted.

Cllr Baines reported that he had contacted the developers, Lightsource Renewable Energy Ltd, for further clarification. The solar farm would take up the whole area of the field. He had queried if it would still be possible to use the land for grazing sheep but was informed that it would make the installation cost prohibitive if it needed to be robust enough for animals. It was noted that the installation would be highly visible from Sandridge Hill and Roundway Hill. There were concerns about the access to the field for the construction works and whether Redstocks residents had been made aware of the proposals.

Resolved: *The Council await the planning application and then consider concerns in more detail.*

- c) **N/09/02158/WCM Application for determination of conditions to which a mining site is to be subject at Park Lane Quarry, Neston Park:** The Council noted a request for comments re the proposal for conditions to limit access to and from the site along Park Lane. It was noted that Park Lane was very narrow with very little room for vehicles to pass

Resolved: *The Council respond with the comment as above.*

476/11

Finance:

- i) **Receipts:** The Council noted the following receipts:

500342	Briansfield Allotment rent (Plot 26)	£	6.25
500342	BRAG – 25% contribution for Locking Close pathway	£	750.00
500343	Briansfield Allotment rent (Plot 25)	£	6.25
500344	Photocopying 2011/12	£	36.26
500344	Briansfield Allotment rent (Plot 32A ¼ plot) x 2 as non resident	£	6.25

ii) **Accounts for payment: Resolved:** *The following accounts be checked and approved for payment:*

4075	TOTAL Equipment Ltd: QTR 2 Rent 01//04/12 – 30/06/12 (£1,608.75) 1/3 contribution to electricity for Crown Chambers 01/02/12 – 29/02/12 (£34.29 + VAT)	£	1,644.75
4076	Mr Mike Mills: Outstanding Chair's Allowance	£	117.04
4077	Wiltshire Publications Ltd: Melksham News adverts Issue 16/2/12 Ann Parish Mtg (£78.30 + VAT) Grant Aid (£43.20 + VAT)	£	145.80
4078	Bowerhill Villager: Parish Council advert/contact details in 10 issues Apr 2012 – March 2013	£	65.00
4079	Countrywide Farmers PLC: Maintenance materials (£14.96 + VAT)	£	17.96
4080	Viking: Stationery (£32.17 + VAT) less Credit Note outstanding to pay (£4.38 + VAT)	£	5.25
4081	Ms Natasha Smith: Partial refund for allotment rent (17A) Briansfield as charged as non resident but is a resident (due to errors on Electoral Register)	£	3.00

Salaries:

4082	Mrs Mary Jarvis: March salary + additional hours + expenses (Parking £3.20)	£	
4083	Mrs Teresa Strange: March salary + additional hours + expenses (Stationery £4.99, Cleaning Materials £3.26, Office equip £56p + VAT)	£	
4084	Mrs Margaret Mylchreest: March salary + expenses (Stationery £3.10 + VAT)	£	
4085	Mr Terry Cole: w/e 11/02/12 – 03/03/12 + travel allowance + mileage (£61.20)	£	
4086	Mrs Elaine Cranton: February Office Cleaning (9 hrs) + Sick pay (21/4hr)		
	Total Salaries:	£	3,475.40
4087	Inland Revenue: Tax & NI for Employer/ee	£	844.21
4073	Wiltshire Council – Wiltshire Pension Fund: Employer/ee Superannuation for M. Jarvis/T. Strange	£	707.13
4074	British Telecommunications: Broadband line rental and	£	206.96

security package 01/11/11 – 31/01/12 (£86.23) and 01/02/12 - 30/04/12 (£86.23) + VAT. *Estimated amount as incorrect bills received from BT.*

- iii) **Section 137 Expenditure limit for 2012/13:** The Financial Officer informed that Section 137 limit for 2012/13 was £6.80. This has been reached by increasing the 2011/12 figure of £6.44 by 5.6% (the Retail Price Index as of Sept 2011).
- iv) **Local Government Pay 2012/13:** The Financial Officer drew attention to the WALC March newsletter which detailed that the National Joint Council for Local Government Services has informed the trade unions side that there will be no pay offer for 2012/13. This will be the third consecutive year that the local government workforce has not received a pay offer. Discussions have commenced immediately on a pay offer for 2013/14.
- v) **Crown Chambers non domestic rates 2012/13:** The Financial Officer was pleased to report that 100% Small Business Relief had been discounted against the rates for Crown Chambers for 2012/13 reducing the bill from £2,002.50 to £nil. At the time of setting the Budget for 2012/13 there had been no communication over additional small business relief and so £1,000 had been included in the budget in case the additional relief was not applicable in 2012/13. This released £1,000 from the budget to be spent elsewhere.

477/11 **Bowerhill Sports Field Agreement - Update:**

- i) **Maintenance Cash Settlement:** The Chairman reported that Wiltshire Councillor Roy While had taken up the issue re the Maintenance Cash Settlement (*See Min. 451/11*) and hoped to be in a position to give a revised figure from Wiltshire Council shortly.
- ii) **Legal Agreement:** The Clerk reported that the Solicitor was on leave until the 26th March. He hoped this gave sufficient time for Wiltshire Council to resolve any outstanding issues before his return. The Solicitor was waiting to know the amount for Maintenance Cash Settlement in order to finalise the agreement.

478/11 **Urgent Correspondence:**

- a) **Proposed construction of footpath link near Bowerhill School:** The Chairman reported that BRAG (Bowerhill Residents Action Group) would like to conduct another phase of footpath improvement, with the support of the Council. This comprised extending the existing path from the top of Mitchell Drive to the back of Bowerhill School by providing an additional length of path across the grass to link up with the path from Hurricane Road to Grasmere (approximately 35 yards). The extra path was needed because in bad weather the grass became very wet and muddy. The Scheme would improve pedestrian access to the School, Pub and Tesco Express. This area was owned by Wiltshire Council. BRAG have plans to apply for a grant from the Area Board and Wiltshire Council under its PIGS (Pathway Improvement Scheme).
Resolved: *The Council support the Scheme in principle and await details re costs.*
- b) **Sustrans Cycle to School Campaign** The Financial Officer reported that local MP Duncan Hames had recently supported the Early Day Motion 1954 proposed

by Sustrans for their Free Range Kids Campaign and that it could be used to support any grant applications. The motion called on the Government to reverse the decline in the proportion of children walking and cycling to school.

Resolved: *The Council express their support for this motion.*

- c) **New footpath at Locking Close:** The Chairman reported that he had met the contractor on site as the new footpath had sunk in places and was very wet and muddy. The agreed course of action was to remove the top layer of surfacing, roll the sub base, and then replace the top layer. This would then be reviewed to see if it was an effective remedial measure.

d) **Bowerhill parking issues:**

i) **Cars parking on Halifax Road:**

Stirling Close Area: The Chairman reported that he had received complaints from residents in Stirling Close that cars are parking in Halifax Road on a regular basis. The complaints stated that the cars belong to workers from Superior Creative Arts, who had written to residents to inform that their workers were “not breaking the law” by parking there. It was noted that when Superior applied for planning permission to extend their factory to take on new workers the Parish Council had asked for a condition to ensure that there would be adequate parking for all the staff and that no parking would happen on the residential estate.

There were also lots of ruts and uncovered skips relating to building work by Superior; which needed to be taken up with the Planning Enforcement team. It was noted that the skips were on Wiltshire Council owned land.

Mitchell Drive area The Chairman reported that there were also issues further along Halifax Road, near Mitchell Drive, where parked cars on the corner were causing difficulties for the buses to pass.

The Chairman and Wiltshire Councillor Roy While were arranging a meeting with Wiltshire Council to request double yellow lines for the affected areas on Halifax Road.

- ii) **Lorry parking at Hampton West:** The Council noted a letter from Dick Tonge, Cabinet Member for Highways and Transport in reply to the Council’s letter about the loss of lorry parking in Melksham. The Council refuted the statement in the letter that “no incidents of illegal parking in residential areas by HGVs have been recorded” and cited examples when reports had been made. A low loader with two JCBs had been parked in Falcon Way and moved on by the police; the Chairman had also reported it to the lorry company. Councillors agreed that photographic evidence would be useful if there were any further incidents.

It was noted that a meeting had been arranged by the Area Board, to be chaired by Wiltshire Councillor Roy While, on 28th March to discuss the issues relating to lorries parking at Hampton West and the surrounding residential area.

- e) **Wiltshire Compact:** The Council noted the guidance document jointly developed by Compact Voice and NALC, designed to provide information about the purpose and benefits of local Compacts to local councils.
- f) **Retirement of Inspector Cullop:** The Council noted the letter from Inspector David Cullop about his retirement in March. David Hobman will take over as the Interim Sector Head until a successor is appointed. The Chairman recalled first meeting Inspector Cullop many years ago when he was a community police officer for Bowerhill. **Resolved:** *The Council write a letter of thanks to Inspector Cullop, with a copy to the Chief Constable.*
- g) **Whitley Footways – Letter of thanks:** Cllr Baines reported that a letter of thanks had been received from a Whitley resident with regards to the recent footway improvements that had taken place. The CATG (Community Area Transport Group) had funds of only £13,200 for 2012/13 so further phases of improvements to the Whitley footways could be delayed. **Resolved:** *The Council forward the letter to the Area Board who part financed the project.*
- h) **Whitley Bus Shelter Survey:** The Council noted the Clerk's written report on the results of the Whitley Bus Shelter Survey which would be an agenda item at the Full Council meeting on 16th April.

Meeting closed at 10.00 p.m.

Chairman, 16th April 2012