

MINUTES of a Meeting of Melksham Without Parish Council held on Monday 10th December 2012 at Crown Chambers Melksham at 7.00 p.m.

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

322/12 **Declarations of Interest:** The Chairman Mike Mills declared an interest in the Chairman's Allowance and in PA W12 02157 34 Sunderland Close as this property was opposite his daughter's home. Cllr. Glover declared an interest in PA W12 02142 14 Wellington Close as he was a neighbour. Cllr. Bean declared an interest in having a defibrillator at Shaw Hall as a Trustee of the Shaw Hall Committee. Cllr. Wood declared an interest in having a defibrillator at Berryfield Hall as a member of the Berryfield Hall Committee

Resolved: It was agreed to suspend Standing Orders for a period of public participation.

323/12 **Public Participation:**

a) Report from Wiltshire Cllr. While

Parking Restrictions, Halifax Road: Cllr. While referred to the fact that parking restrictions were being recommended for Halifax Road and reported that there was now a new procedure for selection of sites that required local councils to approve proposals. The Parish Council would be asked to submit comments re Halifax Road in the late Spring and until these had been received and the site approved by the Parish Council, parking restrictions could not formally be approved.

He reported that the controversial planning application in Union Street, Melksham had now been approved.

Both the Campus and Pavilion proposals were in hand. He had attended two Standard Committee Hearings. Attention was now focusing on Wiltshire Council's budget which would be very tight. As was apparent from the letter in the Melksham News, £30 million of services had been unfunded last year so the hoped for savings in staff and tendering had not happened.

Cllr. Mills reported that the parking situation was worsening in Halifax Road. At least 18 vehicles had been parked in and around the bend near Cheshire Close, making visibility impossible.

Cllr. While replied that had asked Police Officer Berry Dalton to put out a leaflet. Other places where parking restrictions were needed were in a similar position. At present all the sites in West Wiltshire were being considered together and he was working towards getting the parishes to be considered individually so that the restrictions could happen sooner.

Local Centre Land development and MUGA: Cllr. Mills reported that approval had now been given for development on the Local Centre Land

Cllr. While reported he had spoken to Glenn Godwin on the last Friday afternoon. He was still researching as to whether planning permission would be needed for the MUGA and would know within the next few days.

PA 12 02014 Wiltshire School of Gymnastics: With reference to the Wilts. School of Gymnastics, the Chairman expressed concern that it appeared Wiltshire Council was giving £400,000 grant for the project even before planning permission had been given. This seems a huge amount of money to give to a private company. Surely Wiltshire Council could be deemed to have a financial interest in this application.

Cllr. While confirmed the financial award was a grant.

Community Infrastructure Levy: The Clerk asked what proportion of the funds collected would be given to local councils. Would these funds be given to local communities via the Melksham Area Board?

Cllr. While indicated that Wiltshire Council was still working out what proportion of funds would be given to local communities and how this would be done. It could well be through the Area Board.

The Council reconvened.

- 324/12 **Minutes Special Planning Meeting 29th October: Resolved:** *The Minutes of this Meeting be formally approved by the Council and signed by the Chairman*
- 325/12 **Planning Committee Recommendations: Resolved:** *The Council formally approved Minutes 272/12 – 273/12 (NB The Planning Committee has delegated powers to approve decisions that are directly related to planning matters)*
- 326/12 Arising from Min. 269/12 – 271/12 **Community Infrastructure Levy:** The Council noted a reply from Wiltshire Council Officer Alistair Cunningham. The Chairman, Cllr. Mills emphasised that the letter had not answered the Council's questions. To say a "meaningful proportion" of funding would be given to local communities meant nothing. He was also concerned that the CIL could be raised by Wiltshire Council in one area and then spent elsewhere in the county. It was important that if an area had to suffer housing development, any funds raised should go directly to that area. The S106 Agreements ensured funds raised from a development had to give linked benefits to the area where development took place. Cllr. Brindle asked why so much housing had been allocated to the Melksham Area. The Structure Plan had not yet been approved and if there would be no financial benefit for the local area from development it was pointless having it. Tisbury and Wilton had only been allocated 1,000 homes between them.
Cllr. Millard felt it unlikely the present sewage works could cope with all the new development. Cllr. Baines felt the new CIL should be used on new sewage works.
Cllr. Clark asked what £70 per square metre referred to. Was it floor space, ground area of the building or the whole site, including the garden and road area?
Resolved: *The Council reply to Alistair Cunningham to request clarification of what "meaningful proportion" actually meant and to raise the points detailed above.*
- 327/12 **Planning Committee Minutes, 19th November: Resolved:** *The Minutes of this Meeting be formally approved by the Council as a correct record and signed by the Chairman with the following amendment:
Min. 302/12 Amend P.A. No from W12 0190 to W12 01907*
- 328/12 Arising from Min. 307/12 **East Melksham Development – proposed housing on existing Forest and Sandridge School site:** The Chairman reported that 127 people attended the recent Exhibition held at Forest and Sandridge School; including a lot of parents who were in favour of the development. Councillors were shown parts of the building in disrepair and damp patches. Some residents were not so keen and unhappy that the old building was to be demolished. Pegasus, who organised the Exhibition, had asked if they could attend the next Parish Council meeting with representatives from Wiltshire Council Education Department and the Salisbury Diocese. Cllr. Millard emphasised that the Salisbury Diocese had had years in which to reserve funds for a new school. The old school building should be put on the open market to see if could be preserved and used for commerce or industry rather than the site being developed for housing. Cllr. Glover expressed sympathy with Cllr. Millard's comments but felt it was likely to be developed as the Core Strategy had not yet identified any particular sites for housing. Cllr. Baines expressed concern that

the issue was dividing the community and setting up parents against local residents. The development comprised building fifteen houses in isolation in the open countryside without any facilities. It would set a precedent for this area and already others were suggesting that they too could sell land for housing. The development was not related in any way to Melksham and would be outside any proposed Melksham bypass in the future. It did not offer any affordable housing and was just a money-making project for the Church of England who had known about plans for a new school in the new development for over ten years and should have set aside funding for it. He felt it was a good idea to move the school closer to the town as at present most pupils there had to be bused in from Melksham. It was noted the school building was not listed and would not be large enough in a few years time for the catchment area. Pupils were already being turned away. Cllr. Brindle asked whether drainage was adequate. Cllr. Baines reported that there was a pumping station on Sandridge Hill but surface water drainage was a problem, Cllr. Nicol informed that original plans for the new school allowed for a 1.5 class intake when it needed to be at least a 2 class entry. Cllr. Millard informed that a lot of residents wished to attend the Council Meeting to have their say. The Chairman reported that residents would be able to attend the Meeting when the application was considered. The Clerk advised that if a lot of people wished to come, the meeting would need to be held elsewhere as Crown Chambers could only take a maximum 25 people within Health and Safety Guidelines. It was noted that residents needed to be advised to forward their concerns and comments direct to Wiltshire Council. ***Resolved Cllr. Glover proposed that the Council meet Pegasus and school representatives informally. As there was no support for this proposal, it fell. Cllr. Wood then proposed that the Council decline to meet Pegasus and school representatives again but await the arrival of planning application, prior to making comment. This proposal was carried with Cllr. Glover voting against the motion.***

329/12 **Planning Applications:** The Council considered the following planning applications:

W12 02014 Wilts. School of Gymnastics, Bowerhill. Extension to School of Gymnastics to create new Gymnastics Hall, equipment store, office & coaches' meeting room

Comments: *Melksham Without Parish Council STRONGLY OBJECTS to this application in its present form as it will exacerbate an already intolerable major parking problem on the Bowerhill Industrial Estate. My Council is shocked by the uninformed comment being made in the Highways response to this application to suggest there is no real parking problem. This is untrue. It is an area where a serious accident is waiting to happen, even without this huge loss of parking. The proposed extension will remove half the existing parking for the School of Gymnastic while at the same time encouraging far larger Gymnastic events which in themselves will require even more parking. A full transport assessment needs to be done as there is no indication exactly how many extra spaces this development will require.*

Unless Wiltshire Council is prepared to address the urgent car and lorry parking needs for the Bowerhill Industrial Estate, not just the School of Gymnastics but the whole estate will be severely compromised and restricted. At present, even with the existing School of Gymnastics car park, the movement of HGV transport is being hindered by the many parked vehicles along the roads. Existing worker parking spills over into the residential estate causing intense annoyance and aggravation.

As already made clear in an earlier letter, the site plan is incomplete as it fails to show the ATC building. It is unacceptable that almost 50% of the existing ATC building will be obscured by the proposed extension which is very high. The ATC would also lose its existing parade ground if this development goes ahead. Liaison is needed with ATC to ensure this important local organisation does not suffer.

W12 02087 38A Wellington Square, Bowerhill SN12 6QX Two storey side extension
Comments: *My Council OBJECTS that this dwelling has already been extended and the proposed 2nd extension will take away current parking. The development is also in advance of the established building line.*

W12 02142 14 Wellington Drive, Bowerhill Wilts. SN12 6QW Two garden sheds
Comments: *No objection providing the sheds are for private use only and no commercial use is permitted. There needs to be an hours restriction to avoid disturbance due to work at unsocial hours.*

W12 01961 Hall & Woodhouse, Land East of Ashville Centre, Commerce Way. The construction of a new Public House/Restaurant and staff accommodation together with the associated car parking, delivery route, service yard, external customer areas and hard and soft landscaping.

Comments: *No objection in principle but the Council would like to see more traditional materials being used in construction. A comprehensive scheme of landscaping is also required using mature trees of native species. There is concern that large advertising boards should not be allowed to detract drivers along the main A350 Diversion route. The Parish Council require S 106 Agreement funds or CIL funds from this development to either provide a defibrillator for the Bowerhill Industrial Estate or give a sum of money towards community facilities such as the proposed new Pavilion on the Sports Field.*

W/12/02157 34 Sunderland Close, Bowerhill, SN12 6TZ. Lounge extension and garage conversion to playroom.

Comments: *There needs to be sufficient space left on the site for off-road parking. Work has commenced already leading to a complaint from a resident about the state of the footway. Please could the footway be kept clear of debris. The activity at the rear of the property may indicate a possible planning infraction.*

There were no objections to the following planning applications

12/ 03594 Octavian, Eastlays, Gastard Proposed above ground specialist storage facility, parking and external landscaping SN13 9PP (*Outside the MW parish*)

Mr. David Whipp, 105 Top Lane, Whitley, Wilts SN12 8QL. Renewal of application for extant planning permission 09/03137/FUL (construction of a new single domestic dwelling).

W12/02192/TPO Remove epicormic growth of Lime Trees x 2 (T1526, T1533) and W/12/02126 crown lift Lime Tree (T1532) to 4 m Land East of Blenheim Park, Bowerhill

330/12

Planning Correspondence

- (i) **a) Joint Neighbourhood Plan Forum:** The Council noted the Minutes of the last two Joint Council Neighbourhood Plan Forums held 26th September and 8th November.
- (ii) **b) Joint Forum -Terms of Reference for Steering Group:** It was noted that the original Terms of Reference had been revised in accordance with comments from Wiltshire Council apart from Clause 11.5. The Clerk reported that in view of the need to have an independent view if any impasse

occurred between the two councils she advised that the original wording to include advice from WALC be retained. This was agreed. Cllr. Glover stated he was still unhappy about doing a Joint Plan. If developers applied to do new housing now, they could build anywhere because the Core Strategy for Melksham had no allocated sites. Cllr Baines emphasised the Core Strategy still had to be formally approved and until it was, the current Structure Plan which ran to 2016 was still applicable. It was better to begin preparation on Neighbourhood Plan now rather than have to do a rushed job later on because as soon as the Core Strategy was approved, developers would be looking to build. The whole process was lengthy and at best only the first scoping stage could be achieved before the election. There was discussion as how work done to update Parish Plans could be incorporated into the Neighbourhood Plan.

Resolved: Cllr Wood proposed, seconded by Cllr Baines that the Steering Group Terms of Reference be formally approved. This was agreed. Cllr. Glover recorded his vote against this proposal because the Terms were for a Joint Plan with Melksham Town Council.

- (iii) **Aardvark Solar Farm Broughton Gifford:** The Council noted that the Exhibition held in late November had been well attended, with several people from Shaw. A letter of objection had been received from a Shaw resident. A major objection was that the right of way to Shaw was being diverted to accommodate the Solar Farm. Despite the adverse effects of the application on Shaw no planning application had been sent to the Council.
Resolved: *The Council object to the diversion of Footpath MW80 leading into BGIF5.*
- (iv) **Wiltshire Council Planning Application form:** The Council noted written concerns from Cllr. John Glover re the present wording of the planning application form with reference to retrospective applications. The form focussed on information relating to the current state of the site and not how it was prior to the erection of an unapproved building. It needed to be amended to ensure that information supplied for a retrospective application referred to the site position before a development took place.
Resolved: *The Council support Cllr. Glover's concerns and take this matter up with Wiltshire Council Planning Department and local Wiltshire Councillors*

331/12 **Minutes of Council Meeting 15th October:** **Resolved:** *The Minutes of the 15th October Council Meeting were formally approved by the Council and signed by the Chairman as a correct record with the following amendments:*

Min. 234/12 Line 4: Delete "be" to read: " Duncan Hames would shortly reply..."
Min. 239/12f: Lines 2 -3 Delete "Dale Robinson", Insert "The Base

332/12 Arising from Min. 231/12 **Wilts and Berks Canal Trust – Melksham Link:** It was noted that an Exhibition was being held on 6th December. Further work was now being done on the planning application as a result of comments that had been received.

333/12 Arising from Min. 233/12 **Code of Conduct changes:** The Clerk presented a paper to confirm the final changes to Council Standing Orders 53 – 58 as follows:

53 DECLARATIONS OF INTERESTS BOOK

The Clerk shall record in a book of Declarations of Interests kept by the Council for that purpose, details of any interests declared by Council members, whether pecuniary or discretionary; and the book shall be open for inspection by any Council member or a member of the public, during Council Office opening hours

54 PECUNIARY INTERESTS

All pecuniary interests shall be lodged in writing in a Register of Interests form and online with the Parish Council and Wiltshire Council by members and their spouses within 28 days of taking office, in accordance with the Localism Act 2011 – Section 29 and 30 and Wiltshire Council’s regulations 2012.

If any member has a pecuniary interest, direct or indirect, within the meaning of Sections 29 and 30 of the Localism Act 2011 and Wiltshire Council’s regulations in any contract, proposed contract or any other matter, he shall, while it is under consideration by the Council, withdraw from the Meeting unless a Dispensation has been granted

55 DISCRETIONARY INTERESTS

Members and spouses shall be invited to record in writing and online, discretionary interests within the ambit of the National Code of Local Government Conduct, in Q8 of the form (and this information shall be displayed online by the Parish Council and Wiltshire Council)

If any member has a non –pecuniary discretionary interest within the ambit of the Localism Act 2012 and Wiltshire Council regulations 2012, he/she shall, having declared it, be free to leave the meeting for that item, if he/she so wishes to do so.

56 INTERESTS RELATING TO APPOINTMENTS

If a candidate for any appointment under the Council is to his/her knowledge related to any member of or any holder of any office under the Council, he/she and the person to whom he/she is related shall disclose the relationship in writing to the Clerk. A candidate who fails to do so shall be disqualified for such appointment, and if appointed, may be dismissed without notice. The Clerk shall report to the Council or to the appropriate committee any such disclosure. Where relationship to a member is disclosed Standing Order 54 shall apply.

The Clerk shall make known the purport of this Standing Order to every candidate.

57 CANVASSING OF AND RECOMMENDATIONS BY MEMBERS

(a) Canvassing of members by any committee, directly or indirectly, for any appointment under the Council shall disqualify the candidate for such appointment.

The Clerk shall make known the purport of this sub-paragraph of this Standing Order to every candidate.

(b) A member of the Council shall not solicit for any person any appointment under the Council or recommend any person for such appointment or for promotion; but nevertheless, a member may give a written testimonial of a candidate's ability experience or character for submission to the Council with an application for appointment.

Standing Orders number 55 shall apply to tenders as if the person making the tender were a candidate for an appointment.

(Bold) The Council may, upon receipt of a written request from a member to the proper Officer of the Council grant dispensations for up to 4 years for a member to participate in or vote at meetings where they have a disclosable pecuniary interest. The written request must be received at least 5 clear working days prior to a Council Meeting or a

Meeting of the Dispensation Committee if such a Committee has been set up by the Council.

Dispensations may be granted if the Council considers that:

- a) **without a dispensation Council business is likely to be impeded**
- b) **the political balance of the body making the decision is so upset as to alter the outcome of the vote**
- c) **granting the dispensation is in the interests of the Council's area**
- d) **without a dispensation all members of the executive are unable to participate in executive business**
- e) **it is otherwise appropriate to grant a dispensation.**

Cllr. Glover emphasised that councillors should not be held responsible for the financial interests of spouses.

Resolved: *The following changes be formally approved by the Council.*

334/12

Arising from Min.258/12 **Parish Defibrillators:** The Clerk reported that there had been an excellent response from halls and schools to the possibility of having local defibrillators fitted. All those approached had responded positively. As defibrillators cost in the region of £1,500 - £2,000 the Council had been advised to apply to the Melksham Hospital Fund for no more than two defibrillators initially, with a view to having more defibrillators installed later as funds permitted. The Council could be required to match fund, if a large grant request was made. It was agreed that grant applications for defibrillators be made for the following sites, in order of priority and that more research be done to see if other grants were available for this project.

Shaw Village Hall

Bowerhill Village Hall and School site

Berryfield Village Hall

Beanacre Church Hall

Whitley Reading Rooms

Cllr Millard stressed that first aid training for the Councillors would be useful. The Clerk explained that training would be provided for use of the defibrillators as part of their installation.

Resolved: *The Council apply to Melksham Hospital for £5,000 funds to install one defibrillator at Shaw Village Hall, one defibrillator at Bowerhill Hall/School site, and one defibrillator at Berryfield Hall, if possible.*

335/12

Minutes, Finance Committee Meeting 12th November ***Resolved:*** *The Minutes of this Meeting were formally approved and signed by the Chairman as a correct record.*

336/12 **Arising from Min 281/12 Draft Budget:** The Finance Officer Teresa Strange reported that in November, central Government had altered the way in which local authorities were permitted to calculate the Council tax. This had resulted in a major reduction in the amount of money local councils could raise for the Precept, from Band D properties. The new Council Budget for 2013 – 2014, taking into account extra housing and based on 3017 Band D properties allowed for a Precept of £114,000 without any household having to pay more, and this extra Precept amount covered all the necessary increases due to inflation. However, Wiltshire Council had now informed that the new Band D tax base for 2013/14 was 2,760 which gave just £104,686.80. Even if the Council kept the Band D tax base the same as last year, only £104,686.80 would be raised, instead of £107,000, leaving a deficit of £2,313.20 even on last year's Precept. Thus the Budget would need to be completely reviewed. Wiltshire Council had notified the Council that an additional top-up grant of £2,313.20 would be given to make up the Precept to last year's figure. Cllr. Glover queried whether the revised Band D number covered revenue from extra houses and if the grant reflected this. It was agreed to check this out. Cllr. Mills recommended the Precept should not be increased above £107,000 if possible which meant the existing draft Budget would need to be reduced by at least £7,000. Councillors agreed and asked the Finance Officer to advise where cuts could be made. It was further agreed to hold a Special Finance Council Meeting on Monday 7th January to revise the Budget and formally approve the Precept. **Resolved:** *The Council hold a Special Finance Council Meeting to revise the Budget and set the Precept for 2013-2014.*

337/12 **Dispensation for approval of Parish Precept:** It was noted that as a result of the new Localism Act 2011, the exemption under the previous Standards for England Framework from disclosure for setting the Council Tax or Precept was no longer applicable. All councillors who thus lived in the parish were now deemed to have a prejudicial interest in setting the council tax precept and would require a dispensation to discuss or vote on setting the Precept. All councillors except for Cllr. Baines, Cllr Millard and Cllr. Nicol thus required this Dispensation. Section 27(6)(d) of the Localism Act deemed local councils the 'relevant authority' to determine dispensation requests made by their own councillors and Section 33 allowed the Council to grant the Dispensation. Teresa Strange reported that Wiltshire Council had advised that all councillors requiring a Dispensation could sign one single form; a copy of which would be sent to the Wiltshire Council Monitoring Officer. **Resolved:** *The Council formally grant all members of the Council except for Cllr. Baines, Cllr Millard and Cllr Nicol a dispensation to discuss and vote on the Council Budget and Precept for 2012.*

338/12 **Discretionary Interests:** The Finance Officer circulated a copy of online Register of Interests forms and invited councillors to add in any Discretionary Interests in accordance with the new Council Standing Order 55. Once returned the written interests would be added to councillors' online Registers (Question 8).

339/12 **Finance**

a) Receipts: Resolved: *The Council formally note the receipts since the last Council Meeting as follows:*

Allotment rents	£	25.00
Came & Company: Refund against insurance renewal premium as incorrectly charged for Councillors Legal Liability policy (now not included)	£	213.38

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

4261	TOTAL Equipment Ltd: Crown Chambers rent 01/01/13- 31/03/13 (£1,608.75) + Electricity for Oct (£72.37 + VAT)	£	1,684.74
4262	Mr Mike Mills: Chair's Allowance (2 nd installment of 3)	£	200.00
4263	SLCC: Annual membership 2013	£	181.00
4264	Viking: Office stationery (£130.60 + VAT)	£	156.72
4265	Sign Marketing UK Ltd: 3 x "No dog fouling" signs for entrances to Bowerhill Sports Field (£102.00 + VAT)	£	122.40
4266	BT Payment Services Ltd: Broadband 01/11/12 – 31/01/13 for Crown Chambers (£86.23 + VAT)	£	103.47
4267	Wiltshire Publications Ltd: Advert for Parish Asst/Minute Taker in the Melksham News (22/11/12) (£54.00 + VAT)	£	64.80
4268	Buildbase: Sledgehammer for Parish Caretaker (£28.30 + VAT)	£	33.96
4269	Glasdon UK Ltd: Replacement sponsorship plaque for bin "The Base Hair & Beauty/MWPC" less £30 discount voucher received for previous order (£3.12 + VAT)	£	3.74
Salaries:			
4270	Mrs Mary Jarvis: December salary	£	
4271	Mr Terry Cole: w/e 03/11/12 – 08/12/12 + travel allowance + mileage (£84.40)	£	
4272	Mrs Margaret Mylchreest: December salary + additional hours	£	
4273	Mrs Teresa Strange: December salary	£	
4274	Mrs Elaine Cranton: November office cleaning	£	
	Total Salaries:	£	3,501.82
4275	Inland Revenue: PAYE Tax & NI for Employer/ee	£	742.37
4276	Wiltshire Council – Wiltshire Pension Fund: Employer/ee Superannuation for M. Jarvis/T. Strange	£	625.23
4277	RM Software: PC support (£90 + VAT)	£	108.00

340/12 **Minutes, Allotment Committee Meeting 12th November: *Resolved:*** *The Minutes of this Meeting be formally approved by the Council and signed by the Chairman as a correct record.*

- 341/12 Arising from Min. 276/12 **Allotment Agreement Clause 5:** The Clerk presented a draft list of rules for keeping livestock for consideration. These would be presented for approval at the next full Council Meeting on 21st January.
- 342/12 **Allotment Committee recommendations: Resolved:** *The recommendations as detailed in Mins. 274/12 - 278/12 were formally approved by the Council.*
- 343/12 **Minutes, Joint Sports Field Forum Meetings of 19th and 28th November: Resolved:** *The Minutes of these Meetings be formally approved and signed by the Chairman as a correct record*
- 344/12 Arising from Min.313/12 **Junior Pitches at Shaw:** Cllr. Bean reported that Melksham United had still not been in contact with the Shaw Hall Committee. It was agreed to email Russ Hiller and Mike Rudd again about this.
- 345/12 Arising from Min. 320/12 **New Pavilion – Revised Plans:** The Chairman reported that further to the Council’s comments on 28th November, Wiltshire Council had produced a revised Option 2 plan with an increased internal layout of 166 sq metres (Circulated) This included 4 x 16 person changing rooms, each with four shower heads but each changing room had only one toilet and one hand basin per changing room which did not meet Sport England requirements. As the Clerk had been away when the revised Plan came through, Teresa had circulated it to all members of the Joint Sports Forum who had approved the layout subject to Sport England approval. The Council comments on this plan were as follows:
The consensus of the users and Parish Council representatives is that the layout is now fine and a great improvement on the previous drafts. The only concern is that the 16 person changing rooms do not meet the Sports England requirements of size, toilet provision and shower size. It is felt that if another metre was added to the width of the building, then the changing rooms would be much closer to the Sports England requirements.

However, it is felt that the onus is on Wiltshire Council to ensure that the building meets the various requirements needed to meet Sports England standards; or to convince Sports England that the proposed provision is adequate. As is the onus on Wiltshire Council to meet the required Building Regulations.

Wiltshire Council with Hermann Miller had decided to proceed with the planning application on the basis of this plan which was being sent to Sport England for approval.

Cllr Glover proposed the Council now seek grant funding from the lottery. The Finance Officer reported that there were two possible sources of funding to a) improve the Sports Field facilities and b) to improve the Pavilion facilities. The details for these had been given in Min. 292/12 (Finance Committee, 12th November). It was agreed that the Council now apply for funding from these sources.
Resolved: *The Council apply for funding from the lottery for funding to improve the Sports Field and the Pavilion, as soon as these new funds were open for applications.*
- 346/12 Arising from Min. 320/12 – **New Pavilion Cleaner:** Teresa reported that she had now approached a cleaner contractor for a cost to clean the Pavilion on a regular basis. This could then be compared with costs to employ a cleaner to see which option was most cost effective.

- 347/12 **Sports Forum recommendations:** *The recommendations as detailed in Min.310/12 – 318/12 of 19th November Meeting and Min. 321/12 of 28th November Meeting were formally approved by the Council.*
- 348/12 **Request to purchase land at Shaw:** A request was received from residents at Shaw to purchase a strip of land along the edge of Shaw Hill Playing field. It was noted that the Shaw Hall Committee had already formulated plans to improve the hinterland of the Playing Field.
Resolved: *Cllr. Brindle proposed, seconded by Cllr. Baines that the Council did not sell this land. This was unanimously agreed. It was further agreed to reply to the residents to convey the Council's decision and explain that plans were in hand to improve the boundary areas of the Playing Field.*
- 349/12 **Transport Matters:**
- New Westhill and Eden Grove hardstandings:** The Clerk reported that four quotations had been sought and one reply had been received in the sum of £1,800 + VAT to install the Westhill Lane hardstanding and £2,100 + VAT to improve the Eden Grove hardstanding. It was agreed to defer this item until the Budget for 2012/13 and 2013/14 had been agreed.
- a) **Letter from resident re Beanacre lay-by:** A letter of complaint was received about the condition of the wooden shelter, the telephone kiosk and the notice board at the Beanacre lay-by on A350. The Clerk reported that the wooden shelter was cleaned regularly by the Caretaker. A new notice board was already on order. The telephone kiosk was owned by BT and several requests had been made in the past to BT for it to be renovated. BT had given an option for local communities to take over kiosks for £1 and maintain them a while ago, but this option had not been supported by the Council. Cllr. Clark asked if the telephone box could be removed. Cllr. Baines felt it may have historical value as a special K6 box. It was agreed to check this.
Resolved: *The Council contact BT again to insist that the telephone box be repaired and repainted as soon as possible.*
- c) **Bus Shelter Review by Seniors:** Letter received from Seniors 55+ Forum to draw attention to the urgent need for a bus shelter outside the Snowberry Lane surgery and to suggest that local councils work in partnership with the Area Board and surgery to provide it. The letter also drew attention to obstructions caused by use of A boards and the need for seats in shelters to be given to those who needed them most. Councillors expressed sympathy with these problems.
- d) **Bus Shelters, Bowerhill and Shaw Hill:** An email was received from a Bowerhill resident to express concern that the shelters outside Kestrel Court and at the top of Halifax Road were the wrong way round, resulting in residents being exposed when it was raining. The Chairman reported that he had received a request for a bus shelter with an electronic display on Falcon Way and for a shelter outside Lowden Nursery at Shaw Hill. He had told the resident asking for the Falcon Way shelter that there had been widespread opposition from local residents at the time when Wiltshire Council was installing new shelters It was noted that as there were no

funds available to install new shelters or re-position them at present. A list would be kept of all requests.

- e) **Update of Cycle network for Melksham area:** A request was received from Transport Planning Technician Emma Painter for comments relating to current and propose cycle links by 14th December. Cllr. Brindle reported he would be submitting comments to the Council office in the next few days.
- f) **Road Closure for Wiltshire 10 Running Race:** The Council noted an application for a road closure of Lowbourne (part) and Sandridge Road (part) for 10th February 2013, 9.55 – 10.10 a.m. The alternative route is Blackmore Road-Queensway-Pembroke Road- Ruskin Avenue. There were no objections.

350/12

Drainage and Flooding Issues

- a) **First Time Sewerage request, Sandridge Lane:** Papers received from Wessex Water to inform that a public sewerage was unviable in this area. The cost would be £26,000 per property or £625,000 even if all were willing to connect and some properties objected to the Scheme. This Report was noted.
- b) **Flooding at Corsham Road, Shaw School and Top Lane, Whitley:** The Council noted correspondence relating to recent flooding in Shaw and Whitley. Cllr. Bean requested that a Special Public Meeting be arranged at Shaw Village Hall as soon as possible to enable residents to express their concerns and be advised on the best solutions. Cllr. Baines reported that Wiltshire Council Flooding Officer Danny Everett was also seeking to meet with residents in Corsham Road to explain proposals for improvements there.
***Resolved:** The Council call a Special Public Meeting and invite Daniel Everett and Wiltshire Cllr Mark Griffiths to attend.*
- c) **Flooding Corsham Road Whitley:** The Council noted a letter from Pavis Khansari, Wiltshire Council Service Director for Highways, of 23rd October to indicate that no date was yet available for remedial drainage works to solve the flooding problems and residents had the option to install permanent pumps. A further email from Mr Khansari on 16th November indicated that survey work on pipes downstream had been completed and while repairs would normally be the responsibility of property owners, on this occasion Wiltshire Council was intending to make repairs. However the work would have to be fitted around other planned drainage work.

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Highway Issues

a) **Footway Improvements, Top Lane Whitley:** A report was received from Dave Thomas to indicate that all works up to the private access point in Top Lane had now been completed. However, further design work and drawings would need to be done prior to finishing the work completely. It was planned to pipe part of the existing ditch and fill over and then carry out further consultation prior to recommencing works in February 2013. This information was noted. The Clerk reported that Mark Griffiths had met with Drainage Engineers on 4th December to consider works to remove any excess water from the Lane.

b) **Highway Issues and Contacts paper:** The Council noted this useful paper on where to report highway issues.

c) Area Board Issue re footways near Mavern House: It was noted that, as a result of a complaint from a resident of Mavern House about the state of the footways, Andy Cadwallader had made a visit and no highway defects were found. The issue had therefore been closed.

d) Area Board Issue re speeding outside Forest and Sandridge School: A speed survey had been carried out in November and the 85th percentile was found to be 33.6m.p.h; below the threshold for use of a Speed indicator Device (SID). The person who raised the issue had offered to find six volunteers for Community Speedwatch but nothing further had been heard about this.

e) Area Board Issue – request for 20m.p.h. speed limit First and Middle Lane, Whitley: The resident who had requested the 20 m.p.h. limit had also written to request that the Council support the 20 m.p.h. petition in residential areas. The Council agreed to await the results of the experimental 20 m.p.h. limits being trialled in Wiltshire during 2013, prior to supporting 20m.p.h. sign limits generally in all residential areas. It was noted that once results were known, Wiltshire Council would be reviewing its policy.

d) Grit Bin request near Beltane Road entrance, Shaw: A resident of Beltane Close had requested a grit bin because there had been an accident in the vicinity , black ice had prevented her using her car and number of children had to walk through the Close to catch school buses. The matter had been referred to the Highways Manager who had informed that it was against policy to put in grit-bins on routes which had precautionary salting such as A365. It was noted that the nearest bin was in Middle Lane.

e) Parking restrictions, Bowerhill – No Waiting Order: The Council was pleased to welcome the No Waiting Order of 30th October 2012 for *No Waiting at any time* on the following roads:

Avro Way – south side from junction with Lysander Road
Hercules Way, both sides from its junction with Lysander Road
Lysander Road, east side at various locations

And to extend *No Waiting at any time* at

Avro way, north side from its junction with Lysander Road
Lysander Road, east side from its junction with Avro Way
The Order came into effect from 16th November 2012

352/12 **General Correspondence for information:** The Council noted the following Correspondence:

- a) Letter from MP Duncan Hames to thank the Council for the Informal Meeting held on 1st October and to inform he would be replying individually to councillors' concerns.
- b) WALC County Circular for December 2012
- c) Cloth Week Art Annual Report
- d) Melksham Area Board newsletter

353/12 **Christmas supper.** The Chairman closed the Meeting and invited all present to join him for a Christmas Supper of mince pies and mulled wine. This was most enjoyable.

Meeting closed at 9.40 p.m.

Chairman, 21st January 2012