

*Prior to this Council Meeting, a Joint Presentation was made by the West Wiltshire CPRE Chairman Air Commodore Nigel Williams CBE to Melksham Without Parish Council and the Bowerhill Action Group to honour Bowerhill coming joint first in the West Wiltshire Best Kept Village Competition and joint third in the Wiltshire Best Kept Village Competition. Two framed certificates to commemorate Bowerhill's achievement were presented together with a cheque for £25. The certificates can be viewed at Bowerhill Village Hall*

**MINUTES of a Meeting of Melksham Without Parish Council held on Monday 15<sup>th</sup> October 2012 at Crown Chambers, 7 Market Place, Melksham at 7.00 p.m.**

**Present:** Cllrs Mike Mills (Chairman); Cllrs. Richard Wood; Alan Baines, Rolf Brindle; Elizabeth Bean; Pat Nicol; and Steve Petty .

**Apologies:** Cllrs. Paul Clark; Gregory Coombes; John Glover; Maurice Hubert; Don Millard and Mike Sankey.  
Wiltshire Councillor Roy While also sent his apologies.

Ms Alison Sullivan, the Melksham Area Board Manager and Colin Goodhind from the Wilts and Berks Canal Trust also attended the Meeting

230/12 **Welcome:** The Chairman welcomed everyone to the Meeting and was pleased to welcome back Cllr. Bean. Cllr. Bean thanked the Council for the bouquet of flowers sent which she had really appreciated.

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

231/12 **Public Participation:**  
**1. W12 01080 W12 Wilts and Berks Canal Trust – Melksham Link:** Mr and Mrs Jones from 119 Semington Road reported that while they did not object to the Canal plans in principle they were concerned that the present plans compromised highway safety and traffic movement immediately opposite their home where a new road access was planned. In the present Semington Road there were two pinch points for traffic calming purposes although they had not entirely worked because once vehicles were through the first pinch point they speeded up and the 30 m.p.h. limit was rarely observed. However to add a new road junction between the pinch points would complicate traffic flows in both directions as well as make it extremely difficult for residents to get out of their driveways. The access to the Mobile Home Park was in this vicinity as well. Vehicles coming off a roundabout were likely to be on the wrong side of the road. At present when reversing into their own driveway, they often encountered vehicles proceeding on the wrong side of the road. It would be far safer if the access point were to be moved further south down Semington Road and as the new road would then be shortened it would be cheaper as well. These concerns were not just being made for personal convenience but due to genuine concerns about road safety. The present road layout would also result in a line of trees near Townsend Farm having to be cut down. They would be writing in with their concerns to Wiltshire Council Planning Dept and Highways Dept and would be giving a copy of comments to Cllr. Petty.

Colin Goodhind commented that he sometimes used Semington Road and had noticed over the years how speed was increasing. The traffic speed issue needed to be

addressed separately as it was wider than just the Canal project. It could be raised as an issue with the Area Board.

Cllr. Baines emphasised the speeding problem in Semington Road had been recognised in the metro count and it had been agreed that it should be one of the locations for a SID. However as these were shared throughout the Community Area, a SID had not yet been installed there.

Cllr. Petty was keen to see the metro count results and suggested perhaps Berryfield could have its own Speed-watch Team. The straight section of road between the pinch points was like a rat-run at rush hour times.

Cllr. Brindle suggested the Council ask for a review of existing traffic measures. Relocating the islands could improve traffic flow.

**2. Melksham Area Board:** The new Manager, Alison Sullivan introduced herself to the Council and circulated information about the Area Board.

a) *The Board Issue system:* By far the greatest number of issues raised with the Area Board related to Highway Safety and with only a £14,000 per annum budget there was a need to look at things more creatively. Sometimes a problem could be solved by a simple action e.g. getting a neighbour to cut the hedge back or by joint funding with the Parish Council.

b) *New Community Blog:* A new Melksham Community Blog had been set up for people to comment on any subject. More community “reporters” were needed to keep it going, so the Board would be interested to hear from anyone who enjoyed writing or visiting events.

c) *Grants and Awards:* A Youth Grant Scheme *You Decide* would take place at the next Area Board meeting on 14<sup>th</sup> November at Melksham Oak School. This was for local people to nominate a young person of their choice who they felt should be recognised in the community. The Area Board could also help by finding links to other grant sources.

Alison emphasised she was always available either by email or telephone to give advice. Her job was to put people in touch with each other.

Cllr. Mills expressed thanks for the grant given to BRAG for a strimmer. This made it far easier to keep Bowerhill looking clean and tidy.

Cllr. Baines emphasised that the Issue System operated by the Board was not working properly at present, since if an issue was raised and there were no funds to take action, the issue was then closed. However the issue still remained as an issue and a mechanism needed to be introduced to separate issues that were closed because they had been addressed from those that needed to be re-examined and tackled when funds became available.

Cllr. Brindle agreed there were a number of issues in the town still to be solved e.g. dropped kerbs for Dunch Lane to help disabled people get into town. They needed to be kept and solved rather than just shelved through lack of funds.

*The Council re-convened.*

232/12 **Declarations of Interest:** Cllr. Brindle declared an interest in the Wilts and Berks Canal Trust application as the Parish Council rep for the Wiltshire, Swindon and Oxfordshire Partnership. He also declared an interest in the item relating to land behind The Spa as this was adjacent to his own property.

Cllr. Petty reported that he had been advised by Wiltshire Council Head of Governance that he no longer had to declare non-pecuniary interests. The Clerk, Mary Jarvis advised this was legally correct although the Wiltshire Council Register of Interest Form allowed for discretionary interests to be entered at Question 7, if the Local Council required these to be declared in their own Standing Orders. Cllr. Petty emphasised he received an allowance from Wiltshire Council for some roles. Cllr. Wood felt technically he had a pecuniary interest in the canal as it came opposite his home and would affect its value. Cllr. Baines emphasised that this depended on whether his interest was greater than any other resident at Berryfield. The Chairman advised that it was always best to declare interests even if they were not pecuniary as then everyone was fully informed and avoided misunderstanding due to the public thinking there was an undeclared interest

233/12 **Code of Conduct – changes to Council Standing Orders:** *This item was held over from the last Council Meeting (Min 190/12) in accordance with Standing Order 73*  
**Resolved:** *The Council resolved that the following changes be made to Council Standing Orders:*

*New Clause 53af (in Bold to show this is a legal requirement).*

***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.***

*(In normal type) 53b 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 Q7 of the form (and this information shall be displayed online by the Parish Council and Wiltshire Council)*

*Then amend the rest of Clause 53 to state:*

***(Bold) 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***

*New Clause 54 re Dispersations*

***(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.*

*Then delete existing a, b, and c*

*Clause 55 – amend as follows:*

*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 of a member of the public, during Council Office opening hours*

*Clause 56 – amend as follows:*

*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.*

*Amend rest of numbers to allow for new clause on dispensations*

- 234/12 **Visit from MP Duncan Hames, 9<sup>th</sup> October:** The Chairman reported that the informal afternoon visit by MP Duncan Hames to the Council Office had been a great success. He attended together with Cllrs Bean, Clark and Coombes with questions and Duncan Hames would shortly reply with answers. The Clerk reported that the afternoon had gone so well, the MP's office was going to use the model for other councils in Mr Hames' constituency. A letter of thanks to MP Mr Hames had been sent.
- 235/12 **Public Participation:** No matters were raised.
- 236/12 **Wilts and Berks Canal Trust – Melksham Link application:** The Council noted several letters received that afternoon with concerns about the canal application. In view of this it was agreed to hold a Special Planning Meeting on 29th October to review this application in detail. Cllr. Baines informed that at least six landowners had engaged Planning Consultant Jim Sherry to represent their views. It was agreed to publicise the Meeting through the Council newsletter and encourage members of the public to attend if they so wished.
- 237/12 **W12 01080 Wilts and Berks Canal Trust – Melksham Link Planning Application:** The Council agreed to formal initial comments and made the Planning Office aware that further comments would be sent in after the Special Meeting on 29<sup>th</sup> October.

**Resolved:** *The following initial comments be submitted:-*

Creation of new waterway and towpath for the Wilts and Berks Canal and creation of a navigable waterway and associated footpath and cycleway on the River Avon.

**Comments:** *Please note that, in view of several letters and comments received on the day of the Council Meeting, my Council will be holding a Special Planning Meeting on Monday 29<sup>th</sup> October to go through this planning application in detail. However the Parish Council wish to forward the following initial comments:*

*1. Melksham Without Parish Council SUPPORTS the planning application in principle and is pleased to see that it has finally been released for consultation*

*2. The Parish Council STRONGLY OBJECTS to any suggestion that Berryfield Village Hall and the Play Area should be separated through this development. My Council fully supports the comments made by the local Residents Group BASRAG – see attached letter. The two need to be re-located together; possibly at the location shown for the relocated Play Area together with a re-built and re-located New Inn (See next point 3).*

*3. As regards the immediate area of the New Inn, there is concern that, even with the removal of the Sycamore Tree (with the TPO on it) there is not enough room for boats. If a narrow channel of 4.5m is created this leaves no room for boats to park and use the pub facilities which is inconvenient for them. The existing alignment is squashed against some house frontages, placing them only a few metres from the canal. In view of this it is suggested that the existing New Inn building is taken down and re-built the other side of the Canal in the area of a re-located Hall and Play Area. This area could then become the village hub, with a purpose-built pub cum meeting room and parking etc. Relocation of the New Inn would enable the canal alignment to be placed a bit further away from houses, giving a full double boat channel and far more room for a winding hole. The Tree could then remain as well. Should the tree with the TPO on it be removed, my Council would expect it to be replaced with at least two deciduous mature whips of native species close by*

*Please note the Parish Council would be most happy to facilitate a meeting with the Planning Officer, the interested parties and the Canal Architect to discuss the options for relocating the Hall, Play Area and New Inn to create a new village hub.*

*4. The Parish Council does not feel a swing-bridge is appropriate to access the existing Berryfield Lane across the canal. A proper footbridge is required to ensure the Berryfield community is not inconvenienced by having to wait for boats to pass etc. Some older people would find operating the swing-bridge quite intimidating.*

*5. There is concern that an opportunity is being missed to link the villages of Broughton Gifford, Atworth and Holt and the existing Wiltshire Cycleway with the new towpath and thus provide a traffic free route for the rural villages into Melksham town. At present there is no safe route for cyclists to come to Melksham. Cycling from these villages to Melksham is extremely dangerous once cyclists reach Bradford Road from Melksham Lane, and have to cross the very busy and congested roundabout at Countrywide Farmers to get to Old or New Broughton Road. Since the proposed weir and fish pass where the river meets the canal is so close to Bradford Road, it would be relatively inexpensive to make a link from Bradford Road to the weir area, especially as there already is a wide footway on the southern side of Bradford Road into town. There*

*have been countless requests for the footway along Bradford Road to be made into a cycleway but this has never been taken up due to cost. From the weir there could either be a cycle bridge across to the towpath as marked on the plans, or a path along the north side of the river, avoiding the Conigre Mead Wildlife Area to cross into town further down at the narrowest point near the visitor marina facilities. A crossing here would also open up the Avonside Enterprise Park for a heritage and craft type tourist shopping – See attached map*

*6. There needs to be facilities for refuse/recycling for canal users, to avoid them stopping as happens at present and trying to stuff waste etc in the picnic bin at Bowerhill*

*Please note further comments about the Canal application will be forwarded after the Special Planning Meeting on 29<sup>th</sup> October.*

W12/01801 Mr Lewis Rawlings, 29 Kingfisher Drive, Bowerhill, SN12 6FH  
Proposed side extensions

**Comments:** *The Parish Council had no objections in principle but OBJECTS to the very large blank wall on the South East elevation as it is thought this will affect the light amenity for the neighbour.*

The Council had no objections to the following applications:

W12/01774 Mrs Palmer, 36 Halifax Road, Bowerhill, SN12 6TW  
Proposed conservatory to rear of property.

W/12/01764 & W12/01765 Mr Matthew Robinson, 127 Beanacre, Wilts SN12 7PU.  
Proposed demolition of Conservatory & Erection of Single Storey Rear Extension

238/12

**Planning Correspondence:**

(i) **Core Strategy changes:** The Clerk reported that the Inspector had ordered a further period of consultation on the draft Core Strategy and this closed at 5pm on 1<sup>st</sup> November. The Council had already submitted extensive comments but she was unable to find one change as a result of the Council's comments. Members expressed concerns that Wiltshire Council was still considering Melksham and Bowerhill together for development purposes and had not yet accepted the need for a lorry park. It was noted that Bowerhill had just won the Best Kept Village Competition

**Resolved:** *The Council re-submit all the comments in full and again emphasise the need for a lorry park at Bowerhill and for Bowerhill to be deemed as a separate community especially as it had just won the Best Kept Village Competition.*

(ii) **2<sup>nd</sup> Joint Neighbourhood Plan Meeting with Melksham Town Council:** The Clerk reported that she was working with the Town Clerk, Steve Gray to formulate some Terms of Reference for the Steering Group. The draft Terms would then be sent to the Planning Officer for the Melksham Neighbourhood Plan, Anna Jotcham for comment and then reviewed again by the Group, prior to being presented to the two councils for approval.

- (iii) Local Centre Land & MUGA at Hornchurch Road – revised layout and suggested contribution:** An email was received from Glenn Godwin to inform that the Planning Ecologist had suggested moving houses further from the existing trees on the Local Centre Land but developers had resisted any changes because they were aware the community wanted to retain the open space. He needed the Council to confirm the amount required from developers for the MUGA so that this could be put in S 106 Agreement. It was agreed that since £30,000 had been put forward at least two years earlier when the Local Centre Site was being considered for social housing, the donation to keep in line with inflation should be at least £32,500. The Chairman suggested the MUGA be positioned on the other side of the open space, on the Bowerhill Lane side and well away from housing at Hawkinge Road and Kittyhawk Lane and reported that all the residents who had previously expressed concerns would be happy with this location. The Council agreed this was the best location. The Chairman expressed concern that one resident at Hawkinge Close had removed part of the hedgerow and had put up a fence. Residents were also complaining shrubs were never cut back, and brambles were encroaching the footpaths. Complaints had already been passed on to Cllr While and Wiltshire Council.
- Resolved:** 1. *The Council inform Wiltshire Council the preferred location for the new MUGA and stipulate that the donation from developers should be £32,500.*  
2. *The Council request that Wiltshire Council take action to ensure the hedgerow was put back and that shrub maintenance and litter-clearance be done regularly at the Hornchurch Road open space.*
- (iv) Norrington Common Solar Farm:** The Clerk reported that at a recent Broughton Gifford Parish Council Meeting it was stated that the visual impact of the proposed Solar Farm would be greater for Shaw residents than for Broughton residents. A Public Exhibition was planned for 13<sup>th</sup> November at Broughton Village Hall 5.00 – 8.00 p.m. It was agreed to tell residents living on the Broughton side of Shaw about the application and the planned Exhibition. Cllr. Bean offered to deliver information from the Council to them.
- Resolved:** *The Council inform Shaw residents who lived on the Broughton side of Shaw about the Application and Exhibition in case they wished to attend.*
- (v) Snarlton Lane Hedgerow – response from Taylor Wimpey:** The Council noted an email reply to MP Duncan Hames from Taylor Wimpey to confirm the Hedgerow was protected and would not be affected by building works. The Clerk expressed concern that this gave no guarantee that the hedge would be kept at a consistent height once new residents moved into the new dwellings. A clause was required as a Covenant on their Deeds to specify the hedge had to be maintained at a certain height.
- Resolved:** *The Council write to Taylor Wimpey direct to request a covenant on Deeds of the new properties and send copy letters to MP Duncan Hames, the Town Council and Somer Community Housing Trust*
- (vi) Lorry Park Bowerhill:** A reply was received from Wiltshire Council Cabinet Member for Highways and Transport. Cllr. Tonge to suggest that the Parish Council raise the need for a lorry park at Bowerhill when the planning application for the Running Track land was prepared. The Clerk emphasised that the requirement for a Lorry Park needed to be part of the specification for the planning application. Cllr.

Baines emphasised the site for a lorry park needed to be determined before the link road was designed and should form part of the overall brief for that area.

**Resolved:** *The Council reply to Cllr. Tonge as stated above.*

- (vii) **Transfer of car repair business from Berryfield to Sandridge Hill:** The Council noted a letter of thanks and appreciation from a resident of Berryfield.

239/12

#### **Finance**

- a) **Minimum Wage, PAYE and Pension changes etc:** The Finance Officer reported that the national minimum wage had risen from £6.08 per hr to £6.19 per hr. This affected one employee and she would be paid the new rate with effect from 1<sup>st</sup> November. In future all the PAYE Returns were being done automatically on the Internet based on the cumulative tax & NI payments throughout the year. There had also been changes to legislation re pensions that would affect the potential employment of a cleaner at Bowerhill and require the Council to take a resolution. This would be considered by the Finance Committee at the Budget Meeting on 12<sup>th</sup> November.
- b) **Holiday Entitlement:** It was noted that two members of staff, the Finance Officer Teresa Strange and the Caretaker, Terry Cole, had just completed 5 years' service; Terry on 17<sup>th</sup> September and Teresa on 6<sup>th</sup> October. This meant they were now entitled to 25 days holiday each year, pro rata for the number of hours they worked per week.
- c) **Legal Protection Cover for Members – report:** The Finance Officer reported that Cllr. Coombes had requested insurance cover so that councillors could sue for libel, if they were wronged. Unfortunately there was no longer a Legal Protection Policy and no insurance company would now give cover for councillors to proactively sue for libel. They were covered however if a person brought a case against them. Cllr. Coombes felt the additional cover was needed as a deterrent against mischief makers.
- d) **Fields in Trust Membership and Free Open Spaces Membership:** The Clerk reported that Melksham Without Parish Council had been offered membership of the Fields in Trust. The Council had also been offered free membership of the Open Spaces Society because the Council had entered Bowerhill field for an Open Spaces Award.  
**Resolved:** *The Council join Fields in Trust for £25 per annum and take up free membership of the Open Spaces Society with effect from 1<sup>st</sup> October.*
- e) **Annual Budget – items for inclusion:** The Finance Officer requested any items for next year's budget by Tuesday 23<sup>rd</sup> October. Cllr. Brindle requested a litterbin at The Spa, next to the seat there
- f) **Parish Litter bins:** Cllr. Baines asked that thanks be passed on to Norman Burgess for the new litter/dog bin at Woodrow. The Finance Officer reported that The Base had sponsored a bin for the open space opposite Tesco's in place of Eddies and a new plaque was being sent for the Caretaker to rivet on. It was agreed to get the Melksham News to take a photo on the new bin to encourage other sponsors.



- Resolved:** 1. The Council pass on thanks to Wiltshire Council Officer Norman Burgess for the bin at Woodrow  
 2. The Council ask Melksham News to take a photo of the sponsored bin.

**g) Receipts** The Council noted that the following amounts have been received since the last meeting:

Wiltshire Council: Precept 50% (2 <sup>nd</sup> instalment of 2	£	53,500.00
Allotment rents	£	68.75
The Base Hair & Beauty: Bin Sponsorship (50%)	£	184.95

**h) Accounts** The following accounts were approved for payment:

4226 JCP Solicitors: Legal fees for Bowerhill Jubilee Sports Field (£4,350 + £82 Disbursements + VAT)	£	5,302.00
4227 TOTAL Equipment Ltd: Electricity charges for Crown Chambers 1 <sup>st</sup> Apr- – 1 <sup>st</sup> Sept + outstand. (£578.75 + VAT)	£	607.69
4228 Condor Office Solutions Ltd: Photocopying charges 26/04/12 – 31/07/12 (£99.36 + VAT)	£	119.23
4229 Van & Deliver: Hire of van and driver to move office furniture from County Hall to Crown Chambers	£	100.00
4230 Paul Filkins: Beanacre Grasscutting (2 x cuts @ £45 each) September cuts	£	90.00
4231 British Telecom: Crown Chambers Telephone Line rental 01/10/12 – 31/12/12, Calls 10/07/12 – 08/10/12 + VAT	£	89.16
4232 WALC: “Funding for your Community” training 18/9/12 for M. Jarvis/T. Strange @ £35.00 each (£70 + VAT)	£	84.00
4233 Countrywide Farmers plc: Maintenance materials (£62.84 + VAT)	£	72.21
4234 TOTAL Consulting Ltd: Crown Chambers PAT Testing including Caretaker electrical equipment (£60 + VAT)	£	72.00
4235 EFA Training Ltd: “Fire Marshall” training 28/08/12 for M. Jarvis (£50 + VAT)	£	60.00
4236 St Barnabas Church: Annual rent for land with play park	£	10.00
4237 Mrs Mary Jarvis: October salary + additional hours + Expenses (£16.90 + VAT)	£	
4238 Mrs Teresa Strange: October salary + Expenses (£7.38 + VAT)	£	

4239	Mrs Margaret Mylchreest: October salary	£	
4240	Mr Terry Cole: w/e 08/09/12 – 29/09/12 + travel allowance + mileage £68.40 + expenses (Petrol £4.17 + VAT)	£	
4241	Mrs Elaine Cranton: September office cleaning + outstanding hrs from August	£	
4242	Inland Revenue: PAYE Tax & NI for Employer/ee	£	776.58
4243	Wiltshire Council – Wiltshire Pension Fund: Employer/ee Superannuation for M. Jarvis/T. Strange	£	711.28
4244	Fields in Trust: Annual Membership (discounted rate)	£	25.00

240 /12

**Minutes, 10<sup>th</sup> September Council Meeting: Resolved:** *The Minutes of this meeting be approved by the Council and signed by the Chairman with the following amendments*

- a) *Page 3 Min. 194/12 Public Participation (2)<sup>2<sup>nd</sup></sup> paragraph. Amend 220 hectares to 22 hectares*
- b) *Page 5 Min.196/12 Correct Line 4 to read ..”and there was a condition to ensure animal bedding could not be burnt on site..”*
- c) *Page 7 Min.200/12 (v) 3<sup>rd</sup> paragraph, line 5: Delete “should be”, to read: “to ensure no further root disturbance”*
- d) *Page 10 Min 207/12, Line 5 Insert “convey” to read: ..”to convey the decisions of the Council”.*
- e) *Page 10 Min 209/12(iii) Line 2, Correct last word from “England” to English*
- f) *Page 12, Min. 214/12(ii) 3<sup>rd</sup> line. Correct spelling to “ Phil Groocock”*

241/12

Arising from Min. 192/12 **Flooding at 209 Corsham Road:** It was noted that Cllr. Hubert was hoping to attend the Flooding Seminar at Warminster on 17<sup>th</sup> October. Ms Emma Truran, a graduate from the Environment Agency who had been seconded to work for Wiltshire Council had now carried out a survey at Whitley. There had again be serious flooding and a letter had been sent to Wiltshire Council urging that a start date be given for remedial work.

242/12

Arising from Min 206/12 **Land behind The Spa:** The Council considered the offer from Wiltshire Council for the Parish Council to take over this land. Cllr. Petty expressed concern that the Parish Council could be deemed to be accruing capital assets that they could not afford to maintain. If the precept were to be raised due to this residents could start a petition. Cllr. Wood emphasised that when the planned housing in this area was built, this land would be isolated and would not be attractive for grazing. The current tenant may not wish to renew the tenancy. Cllr. Baines agreed it would be a big commitment to take it over. There could be access restrictions. It was noted that Wiltshire Council would still have to maintain it as open space, even if the land was not taken over by the parish because English Heritage required green amenity land to preserve the setting of

Woolmore Farm. Ideally the land could be used for a nature reserve or planted up with trees. Cllr. Nicol proposed the Council contact English Heritage for their view on what would be an acceptable use of this land. This was agreed  
**Resolved:** *The Council contact English Heritage to seek their advice on how they would like the land used in the future.*

- 243/12 Arising from Min.208/12 **New Dog Control Orders:** The Clerk reported that she had checked with DEFRA on whether Councillors could be trained as dog wardens and this would be acceptable as long as they were not paid. The Council had full public liability insurance. It was noted that Cllrs. Glover and Sankey had volunteered to be wardens.
- 244/12 Arising from Min. 201/12 **Briansfield Allotment lock:** The new lock had again been removed and the chain had been cut. The Clerk reported that the Caretaker was now obtaining a full cycle lock device that would be bolted through the post so that it could not be taken away.
- 245/12 Arising from Min. 212/12 **Adoption of Snowberry Lane:** The Clerk reported that Wiltshire Council had confirmed that responsibility for driver safety rested with the developers. The road had been fully approved but developers maintained responsibility for a full year after approval. The Chairman reported that this had been signposted as the official Diversion route for all traffic when there had been roadworks in Melksham. There was no sign at the Sandridge end to indicate the road was un-adopted. Cllr. Petty reported that developers were still responsible for the road from ASDA but there was no sign there either to indicate this  
**Resolved:** *The Council bring these matters to the attention of Wiltshire Council and the developer.*
- 246/12 Arising from Min. 213/12 **Disability Access into town from Dunch Lane:** It was noted that this issue had been closed by the Area Board on the understanding that the dropped kerbs would be installed when the George Ward site was developed. However this did not help disabled people now trying to reach town.
- 247/12 **Minutes, Joint Bowerhill Sports Field Management Committee 1<sup>st</sup> October:**  
**Resolved:** *The Minutes of this Meeting be formally approved by the Council and signed by the Chairman as a correct record*
- 248/12 Arising from Min.220/12 **Issues re current contract:** The Chairman reported that he, Mrs Janet Jory and the Clerk had met with Wiltshire Council Officer Tim Woolford who appeared genuinely shocked at the state of the changing rooms; the rusty showers and blocked toilets etc. Tim Woolford had arranged to re-visit the changing rooms with the English Landscapes Manager and a full steam-clean had been promised. It was agreed that for the planned new Pavilion, a lot more care would be required to ensure teams maintained a good standard of cleanliness.
- 249/12 Arising from Min. 227/12 **Shortage of under 10s Football pitches:** It was noted that it may be possible to fit another under 10s pitch at Shaw field, inside a larger pitch. Cllr. Bean reported that Richard Bean had checked out sizes and the matter would be considered at the Shaw Hall Committee that evening.

- 250/12 Arising from Min. 226/12 **New Pavilion Design: The Chairman** reported an email had been received from Wiltshire Council's architect who had just started to design the new Pavilion. The first draft plans were being presented to Council representatives on Thursday 2<sup>nd</sup> November.
- 251/12 **George Ward Playing Fields –Petition:** The Council noted a petition that was being circulated by Mr Terry Chivers of Whitley to save the George Ward Playing Fields. A copy reply from Cllr. Griffiths to Mr Chivers was also noted. Cllr. Bean reported that in the last Shaw Connect magazine, Mr Chivers had been described as a councillor. It was agreed to inform the Editor that this was not the case.
- 252/12 **Melksham Area Board & SCOB - Campus Update:** Councillors reported that most residents were pleased with the Campus proposals so far. Cllr. Bean asked how the Melksham campus compared to the Corsham campus. Cllr. Petty emphasised it had more facilities than Corsham Cllr. Bean asked if Melksham would have a climbing wall. Cllr Petty thought this was being installed in the gym. There was to be a creche and café as well. The Chairman reported that the Campus would also include an office which the Police could use as a surgery. The biggest problem would be if the football teams were persuaded to move to Woolmore Farm
- 253/12 **Highway, Transport and CATG issues:**
- (i) **Green and grey bin collection School Lane Shaw:** It was noted that the smaller refuse collection van had been tried in School Lane and this was still too large for School Lane. Mr Wilson had now requested a mirror on the opposite side of the road to assist visibility and a resident had been asked to cut back his hedge. So far it had not been cut back
  - (ii) **Hard-standings at Whitley:** Following a site meeting on 24<sup>th</sup> September, Wiltshire Council Officer Sarah Anderson had sent through quotations for two hardstandings, together with a specification to indicate what was required. a) on the main road near Westhill junction and b) at the Eden Grove stop in Top Lane, Whitley. It was noted that there was some concrete surfacing at Eden Grove which required improvement. It was agreed to seek other quotations from independent contractors who were qualified in the Street Works Act. Cllr. Baines advised that the Council do the Westhill stop first and that the cost for this be included in next year's budget. This was agreed
  - (iii) **Wiltshire Council bus timetables:** It was noted that new timetables were being circulated to parish councils after bus services had changed. The Clerk explained that this was causing problems for passengers. The bus timetable outside the Town Hall was out of date. It was agreed to insert a link to Wiltshire Council's passenger timetables, on the Parish Council website to make it quicker and easier for local people to find out bus times.
  - (iv) **Request for Crossing to Forest & Sandridge School – closure of issue:** It was noted that the request for a crossing was being refused and the issue closed because a) it was unlikely to be funded due to the planned school

closure and b) there was an insufficient volume of traffic. It was emphasised that since the new roundabout been installed and new distributor road opened, parents felt vulnerable crossing to the school with their children. One parent was in a wheelchair

**Resolved:** *The Council ask Wiltshire Council to provide a crossing patrol at school opening and closing times, until the school was relocated.*

- (v) **Request for “Slow School” Sign outside Melksham Oak School:** This stretch of A365 had been given Priority One for a Speed Indicator Device by CATG, and since a Direction Sign was on order, CATG had agreed to close the issue on 17<sup>th</sup> September. Councillors queried why a Direction sign was being ordered instead of a “Slow School” sign. Cllr. Baines reported that a Junction sign to indicate the School turning, coming from the Melksham direction, was being provided. Teresa reported that a recent Speed-watch exercise showed that 42 cars out of 700 vehicles passing the school were over the speed limit and a “Slow-School” sign was still needed.

**Resolved:** *The Council re-open this issue, thank Wiltshire Council for the Junction Sign and again request a “Slow School” sign*

- (vi) **CATG Meeting, 17<sup>th</sup> September – other issues** The Council noted a report from Cllr. Baines to inform that work would begin on the new stretch of footway in Top Lane, Whitley on 29<sup>th</sup> October. The poor condition of footways in Corsham Road would be referred to highway maintenance. Design work for the installation of Lorry signage at Falcon Way was now in progress.

254/12 **Office Improvements:** The Chairman referred to the large number of items that the Council had been able to obtain from County Hall due to the refurbishment programme there. Several items of furniture, including new chairs, desks, filing cabinets and cupboards had been secured together with some stationery. The only cost to the Council had been £100 for the hire of a van to transport the items Councillors welcomed the office refurbishment. It was noted that the Council still required tables and had asked if some would be available from Wiltshire Council’s Shurnhold office when staff returned from there to County Hall.

255/12 **Council PAT Testing:** The annual PAT testing on office and the Caretaker’s electrical equipment had now been done. The Council fridge had failed the testing, but another small fridge had been secured from County Hall free of charge.

256/12 **TOTAL Equipment – Improvements to ground floor entrance:** An email was received from Bob Kirby to inform that TOTAL Equipment was improving working conditions on the ground floor which included weather-proofing the archway passage with a new ceiling and lightweight partition inside the rear doors and one single wide glass door at the front with an access control entry system on the outer face and possibly a CCTV function. The Parish Council trailer would therefore need to be re-housed. It was noted that the Council had not yet received written confirmation of a new lease, and this was needed, prior to considering any entrance changes. It was agreed to find a new home for the trailer.

**Resolved:** *1. The Council reply to confirm the trailer would be removed and to again request written confirmation of a new lease as a priority. 2. The Council*

*inform that it would be happy to review the proposed changes once a lease had been received.*

257/12 **Street Furniture – Litterbins, Beanacre and Bowerhill:** The Clerk reported she would be meeting Wiltshire Council Officer Norman Burgess to confirm sites for litterbins the following morning.

258/12 **Replacement of Rights of Way Information Boards:** The Finance Officer was pleased to report that due to early deterioration through damage, all the Rights of Way Information Boards had now been replaced free of charge.

259/12 **General Correspondence for action**

- a) **Parish Defibrillators:** It was noted that grants were available from the Melksham Hospital League of Friends for defibrillators in the parish.  
**Resolved:** *It was agreed to write to Village Hall Committees in the parish to find out if they would be willing to site the defibrillators outside Village Halls and if they would be happy to do a joint application with the Parish Council for a grant.*
- b) **Mains Drainage Sandridge:** The Clerk reported that an email had been received from Wessex Water to inform that a report was being prepared which recommended that a First Time Sewerage Scheme for Sandridge was not viable. The full report would be available at the next Council Meeting.
- c) **New Police Commissioner Elections:** It was noted that the Police Commissioner Election would take place on Thursday 15<sup>th</sup> November. The Chairman expressed concern that candidates for the new Commissioner Election had to submit a £5,000 deposit. This high amount was beyond the pocket of most ordinary people and worked against local democracy. Some candidates for the Green Party and Independents had already pulled out due to cost.
- d) **Melksham & District Senior Forum – new Monthly Film Club:** An email was received from Mr Brian Warwick to give details of a new Film Club and to seek Parish Council support re publicising the number to ring if transport was required (01225 707424) Councillors agreed to pass the word around.

260/12 **General Correspondence for information:** The Council noted the following information

- a) Community Textile Banks – information from Devizes Textiles
- b) Community First E Newsletter
- c) Melksham CAN Autumn Newsletter
- d) Wilts and Berks Canal – New Partnership Memorandum & Minutes 13<sup>th</sup> September meeting
- e) Melksham & District Link Scheme – Invitation to AGM United Church Melksham 18<sup>th</sup> Oct, 7.30 pm
- f) Melksham Area Partnership Initiative – Information re new Mini-Market days to be held at the Prince of Wales Garden in Church Street
- g) GROW Enhancing Community Support E-Bulletin

261/12      **Council Christmas Meal:** The Council reviewed the Christmas menus. (Councillors and partners to pay for their own meals). It was agreed to go to the Kings Arms for the Council Christmas meal this year. Teresa reported that the Scouts were also offering a Christmas Card delivery service for the Melksham area for the discounted price of 20p per card.

Meeting closed at 10.10 p.m.

Chairman, 10<sup>th</sup> December 2012