

**Minutes of a Meeting of Melksham Without Parish Council held on Monday 16<sup>th</sup> April 2012 at Crown Chambers, Melksham at 7.00 p.m.**

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

**Apologies:** Cllr. Maurice Hubert. Cllr. John Glover and Cllr Roy While also sent apologies that they would be attending late due to having another meeting.

483/11 **Declarations of Interest:** Cllr. Steve Petty declared an interest in all items relating to planning as a member of Wiltshire Council Western Planning Committee, in the cash settlement relating to Bowerhill Sports Field, as a Wiltshire Councillor, in the Wilts and Berks Canal project as a member of the Melksham Waterways Group and in item 14b relating to defibrillators as a member of St Johns Ambulance. Cllr. Gregory Coombes declared an interest in PA W12 00581 when this was discussed, as an acquaintance of the applicant. Cllr Don Millard and Cllr Steve Petty declared an interest in the Beanacre Grasscutting quotations when discussed, as an acquaintance of Robin Lydall; and Cllr Paul Clark as an acquaintance of Patrick Greenman. Cllr Glover declared an interest as an allotment tenant.

484/11 **Council Meeting Dates for 2012/13:** All dates were confirmed. It was agreed to change the date for the Council Christmas Dinner to Monday 17<sup>th</sup> December, to avoid a clash with the December Area Board Meeting.

485/11 **Council Code of Conduct:** The Clerk reported that the new Model Code of Conduct was not yet available for adoption. Wiltshire Council was still awaiting the national guidelines which were due out in about six weeks. The Monitoring Officer Ian Gibbons would be happy to attend a Council Meeting to explain the background.

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

486/11 **Public Participation:**  
**1. Refuse and Recycling Collections from School Lane, Shaw:** Mr Brian Wilson a resident from School Lane expressed concern about the problems being experienced by School Lane residents in putting out their bins for collection on the main B3353. There were 15 houses in School Lane and when the green and grey bins were collected on the same day, at least 30 bins had to be placed on the main road verge. There was not enough room to park all the bins without restricting use of the footpath to/from school, even though residents tried to double-stack them neatly and after collection they were not always put back neatly. Visibility for residents coming out of School Lane where there was also a pedestrian crossing to Shaw School close by, was poor, resulting in drivers having to pull out into the main road to see right and having to swing round to get into the narrow lane. Visibility was blocked by a new large green BT box (installed without consultation) as well as cars in the lay-by and the 30 bins on collection days. To solve these problems residents were asking that the lay-by be closed so that the bins could be parked there. There was also a problem due to the short length of dropped kerb at the School Lane access which needed to be extended. School Lane resident Roy Hatherall expressed his support for Mr Wilson's comments. He emphasised that the access was now very dangerous due to all the obstructions.

Cllr. Millard asked why there had not been any consultation about the siting of the BT box.

Cllr. Bean read out a letter she had received from Wiltshire Council Highways Officer Stuart Renfrew which informed that while a number of BT sites had been agreed with the Streetworks Team, some additional sites had been placed without permission. However he did not think visibility was impaired by this particular box. School Lane residents emphasised sight lines were a problem, especially when the bins were put back in a disorderly fashion.

In summary the Chairman emphasised there were three distinct problems a) parking the bins b) the BT box and c) dropped kerb extension.

Cllr. Bean reported that Highways had examined the problem of the sight lines, and had reported that while the lay-by did compromise visibility, this was not a new feature. The cost to remove the lay-by was considerable and it was suggested that the matter be taken up with the Area Board.

Cllr. Sankey suggested only a few bollards would be needed. Cllr. Petty informed that a Traffic order would cost between £10,000 - £20,000.

Mr Wilson reported that the bins were collected by two different lorries.

Cllr. Nicol suggested the residents use the lay-by anyway to park the bins.

The Chairman reported that it took at least 12 months to progress as a Traffic Order. It was noted that the lay-by that had been closed near Church Farm was not part of the highway.

Cllr. Coombes suggested that either bollards be used or the stone wall be removed. He informed the telephone box next to the lay-by was very rarely used.

**2. Solar Farm, Restocks (MW/12/00467/FUL)** Mr Goman from Seend expressed concern that he had just found out about the proposed 10 acre Solar Farm at Redstocks that would be visible from parts of Seend.

The Chairman replied that the Parish Council had not raised any objection. The Planning Officer dealing with this application was Kenny Green and comments had to be submitted by 20<sup>th</sup> April.

*The Council reconvened. It was resolved to advance Item 10 re Green and Grey bin collections at School Lane so that residents did not have to wait too long.*

487/11 **Green and Grey Bin Collections, School Lane, Shaw:** Cllr. Petty advised that residents take up this issue with the Area Board. Cllr. Baines endorsed this recommendation and emphasised that residents should make the Area Board aware of the number of bins having to be parked in such a small space, the need for a longer kerb and the fact that BT had sited their box without permission. Cllr. Coombes proposed the BT box be moved to the other side of the telephone box. Cllr. Bean emphasised that School Lane was private and so residents could be charged if bins were emptied in the Lane. Cllr. Wood suggested that the residents could reserve the lay-by when required

by using 4 or 5 cones. Cllr. Sankey asked why the lay-by could not be used immediately to store the bins. Cllr. Millard emphasised to do this without permission would be deemed an obstruction. If a car was damaged as a result of the cones, residents could be liable. The Clerk advised against the loss of the lay-by as it was a needed facility that was very well used.

**Resolved:** (i) Residents be advised to ask the Area Board to address the bin problems and the need for the dropped kerb (ii) The Council to take up the issue of the BT box with BT.

488/11 **Public Participation (2)**

**Green and Grey Bin Collections, School Lane, Shaw:** The Chairman asked if residents were happy with the recommendation to take the first two issues to the Area Board. He reported the next Area Board Meeting was in June.

Residents confirmed they would take up the issues with the Area Board. It was noted that most residents put out their bins on Monday night for a Tuesday collection Cllr. Brindle advised residents to contact Abbi Gutierrez.

489/11 **Minutes, Planning Committee 2<sup>nd</sup> April:** **Resolved:** *The Minutes of 2<sup>nd</sup> April Planning Committee Meeting be formally approved by the Council as a correct record.*

490/11 Arising from Min. 482/11(a) **Wiltshire Core Strategy:** All Council comments had now been submitted. The Clerk reported that at the recent Seminar on Neighbourhood Plans she had obtained a copy of the Settlement Appendices; the information used to determine what status villages were given in the Strategy. This stated that Shaw did not have a playing field. She would be writing to Wiltshire Council with the necessary corrections.

491/11 Arising from Min. 483/11(f) **Gap in Hedgerow:** The Council noted that the gap in the hedgerow had not yet been satisfactorily blocked. Wiltshire Council had filled the hole with a few slabs but these could be moved by travellers. The Clerk reported that Andy Cadwallader had agreed to take up the matter with Flooding Officer Danny Everett. She had also contacted a company on Bowerhill who had agreed to charge just £20 for putting any large stones in situ. It was agreed that the Council would chase up Wiltshire Council to block the gap and would only approach the Bowerhill company for help if Wiltshire Council failed to respond.

**Resolved:** *The Council take up this matter with Wiltshire Council again.*

492/11 **Planning Applications:** The following planning applications were considered and there were no objections:

W12 00527 Stuart Hockley 11 Wyvern Road, Bowerhill Proposed single storey extension & ancillary accommodation extension

W12 00581 Barry Pocock, Pockocks Poultry 107 Middle Lane, Whitley. Proposed warehouse

493/11 **Planning Correspondence**

(i) **Re-opening of Park Lane Quarry Neston:** Cllr Petty reported that despite fierce local opposition, the proposal to route HGV quarry traffic in a circuitous route through the villages rather than direct to A365 via East Lane

had been approved by the Wiltshire Council Strategic Planning Committee. Wiltshire Cllrs Dick Tonge and Peter Davis were overruled as they were not members of this Committee.

- (ii) **East of Melksham Development – resident concerns:** The Council noted a reply from MP Duncan Hames to Mrs Crook to inform that he himself had not yet received any reply from the Planning Dept and to advise her to raise her planning concerns direct with the Local Government Ombudsman.
- (iii) **New Marina, Semington:** Letter received from Mrs Bell of Bridge Cottage Semington to ask for information regarding proposals to construct a marina at Semington as presented at Semington Village Hall recently. Her property adjoined the site. Cllr. Petty informed that there would be full consultation with interested parties, with ample time allowed for comments. Cllr. Brindle reported that plans for the canal and the Marina would be separated.  
*Resolved: The Council write to the Canal Officer Ken Oliver to forward Mrs Bell's letter and to ask for an update on progress re the canal and the marina.*
- (iii) **Local Centre Land – Meeting 29<sup>th</sup> March:** The Chairman gave details of a meeting organised by Cllr. Roy While which was held on 29<sup>th</sup> March with Glen Godwin of Pegasus Planning. Pegasus Planning on behalf of Persimmon Homes wished to draw a revised housing option for the Local Centre Land for the Parish Council. In exchange for being able to increase the total housing to 13 units, and do open market housing with no affordable housing element, Persimmon had agreed to provide and install a MUGA on the Hornchuch Road open space. The revised layout would be available in time for the Council Planning Meeting on 30<sup>th</sup> April and would then be presented to the next Bowerhill Residents Action Group Meeting for approval.

495/11

#### **Finance**

- (i) **Wilts and Berks Canal Project:** Letter received from the Canal Project Officer to request £500 grant aid towards salary costs. The Finance Officer Teresa Strange explained that the previous year the Council had refused a similar request as it had been agreed that grant aid would not be used to fund salary costs for this project.  
*Resolved: 1. This request for £500 grant aid be refused. 2. The Council request a progress report on this project.*
- (ii) **External Audit for Year end Accounts 2011/12:** The Council noted that the important dates for 2010/11 accounts were:  
Statutory deadline for approval of Council's Annual Return: 30th June 2012  
Date by which Annual Return should be submitted for External Audit: 4th July 2012  
Appointed date for exercise of Electors' rights: 24th July 2012
- (iii) **Grass cutting Contract, Beanacre Play Area and Church Car Park:** The Council considered quotations received for this two-year contract.  
*Resolved: The Council accept the contract quotation from the current contractor Mr Filkins at a cost of £45 per cut; total: £630*

(iv) **Receipts: Resolved:** *The Council note the following receipts.*

500345	Photocopying 2011/12 – Melksham Gardeners’ Society	£	7.80
500346	Allotment Re-let – Berryfield	£	12.50
500347	Photocopying 2011/12 – M’sham Comm Area Prtnship	£	11.68

(v) **Accounts for payment:**

**a) Roundabout Sponsorship Scheme:** It was noted that the Council had received an invoice for £1,614 (£1,345 + VAT) for the Western Way roundabout planting. However the sponsor Mr Carson had not yet settled his bill as he had concerns about the lack of grass-cutting and the location of some signs. The Clerk reported that she was seeking to organise a site meeting between English Landscapes and David Carson to resolve the issues.

**Resolved:** *This account be held over until a site meeting had taken place.*

**b) Postage stamp increase:** The Finance Officer requested permission to buy postage stamps in advance of the forthcoming increase from 46p to 60p for 1<sup>st</sup> class and 36p to 50p for 2<sup>nd</sup> class at the end of April. It was agreed to approve 2 x £250 postage stamp cheques so that £500 worth of stamps could be purchased immediately.

**Resolved:** *The following accounts were then be checked and formally approved for payment:*

4090	Wiltshire Council: Contribution to CATG scheme Whitley Top Lane Footway improvements	£	1,000.00
4091	Post Office Ltd: To purchase 1 <sup>st</sup> /2 <sup>nd</sup> class postage stamps before price increase (1 of 2 cheques)	£	250.00
4092	Post Office Ltd: To purchase 1 <sup>st</sup> /2 <sup>nd</sup> class postage stamps before price increase (2 of 2 cheques)	£	250.00
4093	British Telecom: Cr Chambers Telephone 01225 705700 Line rental 01/04/12 – 30/06/12 Calls 09/01/12 – 02/04/12 £87 + VAT	£	104.40
4094	Melksham Town Council: Town Hall room hire for Annual Parish Meeting (19 <sup>th</sup> March)	£	32.25
4095	Wiltshire Publications Ltd: Melksham News Grant Aid Advert Issue 29/03/12 £43.20 + VAT	£	51.84
4096	NALC: Local Council Review x 4 subscriptions @ £12ea	£	48.00
4097	RM Software: 2x USB memory sticks for Back-Up use £36 + VAT	£	43.20

4098	Avery Weigh-Tronix: New postal rate scale for office scales £8.16 + VAT	£	9.80
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**Salaries:**

4099	Mrs Mary Jarvis: April salary + additional hours + expenses (Stationery £5.82 + VAT)		
4100	Mrs Teresa Strange: April salary + additional hours + expenses (Refreshments for Annual Parish Mtg from Chair's Allowance £2 + VAT)		
4101	Mrs Margaret Mylchreest: April salary + expenses (Refreshments for Annual Parish Mtg from Chair's Allowance £6.06 + VAT)		
4102	Mr Terry Cole: w/e 10/03/12 – 29/03/12 + travel allowance + mileage (£66.00)		
4103	Mrs Elaine Cranton: March Office Cleaning (7¼ hrs) + o/s Feb hours (½ hr) + Sick pay (2¼ hrs)		
	<b>Total Salaries:</b>	<b>£</b>	<b>3,372.06</b>
4104	Wiltshire Council – Wiltshire Pension Fund: Employer/ee Superannuation for M. Jarvis/T. Strange	£	656.42
4105	Inland Revenue: Tax & NI for Employer/ee	£	752.32
4106	WALC: "Communications" Training Day 24/2/12 Attended by M. Jarvis (£60 + VAT)	£	72.00
4107	Viking: Stationery (Photocopier Paper) £87.92 + VAT	£	105.50

(vi) **Inland Revenue Year End returns:** The Finance Officer reported that P14s, P35 and P60s had all been sent out.

(vii) **Crown Chambers Lease:** The Finance Officer reported that the Parish Council's 5 year lease at Crown Chambers expired on the 31st December 2011 however, TOTAL Equipment Ltd had confirmed that the Council lease would be renewed in line with their lease with the Landlord which is due to expire at the end of May 2012. TOTAL Equipment are seeking to renew their lease for the building as main tenant, and then intend to renew a 5 year lease with the Council. It was noted that in March 2012 the first quarter's rent for 2012/13 was paid to TOTAL by the Parish Council, which covered the months of April, May and June 2012, thus extending into a new lease period. No rent increase was made.

496/11

**Power of General Competence:** It was noted that the Power of General Competence would be available to local councils from April 2012. For the Council to exercise this power, a qualified Clerk was required and two thirds of councillors needed to be elected. The SLCC would be organising training and the Clerk would need to take an additional module at the end of training. Teresa would also need to

take this module in order to keep up to date with CiLCA requirements. Once the eligibility criteria had been met, the Council would need to pass a formal resolution to adopt GPC powers and this would need to be renewed after every Council election.

- 497/11 **Minutes, 20<sup>th</sup> February Council Meeting: Resolved:** *The Minutes of this Meeting were formally approved by the Council and signed by the Chairman as a correct record*
- 498/11 Arising from Min. 431/11(ii b) **Campus Update:** The Council noted a report received from Robin Townsend to inform that indoor facilities at Melksham House would remain in use until early May 2013. Design work was scheduled to begin in summer 2012 with a view to submitting a planning application towards the end 2012.
- Arising from Min . 431/11 (d) **Hallam Land development proposals, East of Melksham – sewerage capacity:** The Clerk confirmed that she taken up Cllr. Coombes' concerns re sewage and drainage capacity with Wessex Water and was awaiting a reply. Cllr. Brindle reported that any new development in this area would be linked to the sewage works by the Semington Bypass.
- 499/11 Arising from Min.434/11 **Jubilee Trees:** The Clerk requested some sites for planting Jubilee trees. An email from Andy Cadwallader indicated that he would not support any planting along A350 or main road verges. Cllr Petty reported that most fatal accidents occurred as a result of trees being hit. The following sites had been suggested:-
- a) Bowerhill Sports Field – a copse of trees near Cereal Partners and at the Knorr Bremse end of the field
  - b) Along the new bound path from the back Locking Close, Bowerhill to the canal
  - c) Within the triangle of land adjacent to Berryfield Lane
  - d) At the front of the Briansfield Allotments, between the hedge and car park.
- Resolved:** *The Council issue a press report to invite residents to put forward other sites for tree-planting.*
- 500/11 Arising from Min.437/11 **Balancing Pond, East of Bowerhill:** The Clerk reported that Peter Kenny of Persimmon had replied to emphasise that a) Persimmon no longer had any responsibility for the pond, b) this area was banned for members of the public and c) Wessex Water was only responsible for the inlets and outlets of the pond and not the pond itself. It was noted that the pond edges were shallow with rushes. Cllr. Brindle referred to the fact that Persimmon had not made allowances for an under road channel for water voles either. Cllr Baines felt that if the pond was up to standard it should have been adopted by Wiltshire Council, as with development roads. It was noted that Wiltshire Council had denied responsibility in the past.
- Resolved:** *The Council write to Wiltshire Council to ask if it would either confirm that the balancing pond area had been adopted or commence the procedure to adopt it, so that the pond was properly maintained in the future.*
- 501/11 **Parish Plans:** The Clerk reported that these Plans were now ready to go out to public consultation and suggested that a half-page advert be placed in the

Melksham News to alert parish communities to the forthcoming public consultation and public meetings. Cllr. Bean requested that consultation be done on the Shaw and Whitley Plan first. It was agreed to put an item in the Connect magazine and the Melksham News to advertise holding a Public Meeting to consider the Shaw and Whitley Plan.

The Council noted that the Clerk and Cllr. Bean attended a Neighbourhood Planning Seminar run by Wiltshire Council on 22<sup>nd</sup> March.

- 502/11 **Minutes, Short Council Meeting 19<sup>th</sup> March: Resolved:** *The Minutes of this Meeting were formally approved by the Council and signed by the Chairman as a correct record.*
- 503/11 Arising from Min. 477/11 **Bowerhill Sports Field – Cash Settlement:** The Chairman reported that the final amount offered by Wiltshire Council, as a result of Cllr. While’s representations, was £11,000. The Clerk advised that this was a more realistic offer since if actual costs given by the former District Council in 2006, were uplifted by inflation amounts per annum, the figure equated to £11,897. Cllr Clark asked about the future maintenance costs after the cash settlement had been spent. It was noted that this was not on the agenda, and so could not legally be discussed.  
**Resolved:** *Cllr. Brindle, proposed, seconded by Cllr. Wood that the sum of £11,000 be accepted. This was unanimously agreed (Cllr. Petty abstained from this vote as he had declared an interest as a Wiltshire Councillor).*
- 504/11 Arising from Min. 478/11 (a) **Extra footpath behind Bowerhill school:** The Chairman reported that Wiltshire Council Rights of Way Team had declined to give a grant for this project under the Paths Improvement Scheme because the Parish Council and BRAG had been awarded grants for other projects over the past two years. He would raise this matter at the Bowerhill Residents’ Association AGM and if the Bowerhill community still wished to take this forward, estimates would be obtained.
- 505/11 Arising from Min. 478/11 (d) **Parking Issues, Bowerhill:** The Council reviewed a report from the Chairman re a site meeting held on 27<sup>th</sup> March to consider the need for double yellow lines to obviate the problems of car parking in Halifax Road, Bowerhill. The site meeting was attended by the Police, Cllr While and Highway Officers and two sites were identified as having major parking problems:-
- a) **Halifax Road, between lay-by near Mitchell Drive junction and Bader Park turning:** Vehicles were parking on the blind bend , causing obstruction for buses and blocking visibility for road users. *The highway recommendation was for double yellow lines on a 24 hour, 7 day a week basis.*
  - b) **Halifax Road, between Stirling Close, De Haviland Close and Cheshire Close:** Daytime parking problems were being caused by workers from Superior Creative Arts parking along Halifax Road rather than within the industrial estate. Superior had initially rented a unit for staff parking but this had now been sold. The workers’ parking was causing danger due to overtaking problems and blocked visibility for drivers leaving De Haviland Close and Stirling Close.– *recommendation for double yellow lines from the corner just past De Haviland Close up*



*to Cheshire Close with parking restrictions from 8 am – 6 p.m. Monday to Friday only as well as double yellow lines inside Stirling Close and De Haviland Close.*

Requests for restrictions had to be returned by 30<sup>th</sup> April and the legal consultation procedures meant that it could take up to a year before restrictions were applied. Cllr. Petty emphasised the Council also needed to make the Parking Enforcement Team at the Chippenham Monkton Park site aware of the request for restrictions. This was noted and agreed.

**Resolved:** *The Parish Council formally apply for parking restrictions at the two sites in Halifax Road and inform the Parking Enforcement Team of the application.*

506/11

Arising from Min. 478/11 (d ii) **Lorry parking at Hampton West:** The Council reviewed a report from the Chairman re the Meeting held on 28<sup>th</sup> March which he attended together with representatives from Wiltshire Council, Melksham Police, Avon Tyres, and the Great Bear/Cereal Partners. The Meeting was chaired by Cllr. While. It was noted that problems were being caused by some foreign lorries parking for 2 -3 days at a time at a place without any toilet facilities, leading to excess litter as well as human waste being left along verges. The nearest official lorry parking sites were at Chippenham and Warminster. Parking issues were now deemed a civil offence and so the Police could not take action. The Meeting concluded by asking the Parish Council to make a formal request for a night-time ban on parking at Hampton Park West and Portal Road. The Chairman emphasised he did not just want the problems moved into the rest of Bowerhill and so any ban would need to be extended to the Bowerhill Industrial Estate and the Residential estate. Long-term Cllr. While had stated Wiltshire Council could consider providing parking facilities if/when the running track land and rugby field were developed. Cllr Brindle emphasised that a request for long-term lorry parking should be made via CATG. Cllr. Sankey felt it would be unreasonable to ban lorry parking completely from the industrial estate. A porta-loo was needed. Cllr. Millard emphasised that sometimes drivers had to stop to avoid being illegal and exceeding their tacho-graph limit. Cllr. Wood felt a proper lorry –park was needed to contribute to the prosperity of the Melksham Community Area. Lorry-parking could not just be banned – a workable solution had to be found. It was noted there were seven industrial parks in Melksham and the Parish Council had flagged up the need for a replacement lorry-park in the Parish Plan for Bowerhill. It was agreed that the Council should accede to a night-time ban in Hampton Park West and Portal Road only after Wiltshire Council had identified a new lorry-parking site with toilet facilities for the Melksham area and that this decision should be conveyed to all the interested parties.

**Resolved:** *1. The Council reply to state that it would agree to a ban only after a new site for night-time lorry parking with toilets had been identified and agreed by Wiltshire Council for the Melksham area. 2. The Council write to Avon Tyres and the Great Bear to ask that they support the provision of a proper night-time lorry park with toilet facilities in the Melksham area.*

507/11

**Whitley Bus- Shelter Survey:** The Council noted a report from the Clerk. The results of the Bus Shelter survey for Whitley held in February were as follows:

There were 26 responses, 5 made online. Of these 22 were bus users and 4 were not.

EDEN GROVE	PEAR TREE	BOTH SITES	OTHER SITES	NO SITES
5	13	2	4	2

For other sites, there was 1 request for the shelter to be put back at Corsham Road; 1 request for a shelter outside the Methodist Chapel and 2 requests for a shelter at Westhill. A lot of comments were received highlighting the need for safer and cleaner hard standings as well.

It was noted that there were no funds in the Council budget for any new bus shelters in the current year. Cllr. Baines reported that CATG had only £13,000 for projects for the whole year for the Melksham Community Area, and he hoped some of these funds could be used to complete the footways needed in Top Lane.

**Resolved:** *The Council install the two-hard standings required at Eden Grove and Westhill Lane in the current financial year 2012/13 and reserve funds in the 2013/14 Budget in case the new Council to be elected in May 2013 wished to erect a new bus shelter.*

508/11

#### **Shaw Village Hall**

**a) Car Park Retaining Wall:** A letter with plan was received from the Hall Secretary to inform that the cost of repairing the wall and improving the car park access was beyond the Hall Committee's capability and to ask if funds were available for doing this work. As a temporary measure the Hall Committee wished to install railway sleepers painted white 1 metre inside the current wall. It was noted that the Council had £4,500 (Shaw Hall Reserves) and the Clerk advised that quotations be obtained so that the full cost of the work was known and a formal grant application could be made to the Council.

*As the Hall Secretary Richard Bean was present it was agreed to suspend Standing Orders to enable him to address the Council.*

509/11

**Public Participation (2):** Richard Bean reported that a planning application to improve the access and rebuild the wall had been made (MW 07 03290). The Hall Committee had then agreed to a staged project. The footpath outside the Hall and access into the Hall had been improved. The next stage was to convert the Ladies Toilets to Unisex Toilets and then make the Boiler Room into a new Ladies Toilet. In the meantime permanent work on the car park access and wall had been put on hold. The Hall Committee wished to install the sleepers at £25 each as a stop gap measure to prevent drivers going over the wall which was crumbling, while they were collating and seeking funds.

*The Council re-convened*

**a) Car Park Retaining Wall: Resolved:** *The Council support the installation of the sleepers as a temporary measure until the Wall could be re-built with railings in accordance with the approved planning application.*

**b) Shaw Hall Business Plan:** The Council noted the excellent Business Plan which had been drawn up by the Hall Chairman, Terry Bazeley.

- c) **New tree, Shaw Playing Field:** Request received from Mrs Dianne Briggs to plant a Rowan tree near to the Pre-School Shed in the field, in memory of Celia and Margaret Sawyer. **Resolved:** *The Council approve this request.*

510/11

**SCOB Joint Councils Meeting:** The Council considered a request from Cllr. Sankey, the Rural Councils representative on the SCOB Committee, for Melksham Without Parish Council to host a Joint Meeting for rural councils, so that parish council representatives could raise any concerns or issues relating to the proposed new Campus. This request was formally approved. It was agreed to hold the Meeting on Tuesday 19<sup>th</sup> June at 7.00 p.m. at Melksham Town Hall.  
**Resolved:** *The Council agree to hold a Joint Councils Meeting on 19<sup>th</sup> June and to issue formal invitations to all the rural parish councils in the Melksham Community Area.*

511/11

**Postal Increases – use of email to send our Council papers:** In view of the record rise in postage stamp charges; 30% rise for first class stamps and 39% for second class stamps, the Council reviewed whether papers for Council Meetings should be sent out by email. Some councillors preferred all papers coming by email, some preferred attachments to be sent by email and some councillors preferred to receive a full hard copy set of papers. It was noted that some councillors already collected their papers from the office and an email generally to let all councillors know when papers were ready for collection would be helpful.  
Following discussion it was agreed to compare the options of a) Sending papers by post with b) The Caretaker Terry Cole delivering papers.  
**Resolved:** *The Council cost up the options and this matter be discussed again at the next meeting.*

512/11

**Highway Items**

- (a) **Falcon Way roundabout planting:** The Clerk expressed reported that she had taken up the problems of lack of maintenance with Wiltshire Council. No maintenance had been done since the new shrubs had been planted and it was now very overgrown and neglected. The Caretaker was unable to maintain the shrub bed because he was not qualified in the Street Works Act.
- (b) **Parish Steward Programme April – June 2012:** This was noted.
- (c) **30 MPH Limit for Sandridge Common:** A proposal for an extension to the 30 m.p.h. limit from the new roundabout was considered. It was noted that the original limit did not join up with the Speed Limit outside Forest and Sandridge School but a 30 m.p.h. Speed Limit was now being proposed from the School as far as Vines Garage.  
**Resolved:** *The Council support the full 30 m.p.h. limit from town to Forest and Sandridge School.*
- (d) **Metro County Speed Limit Results, Sandridge School:** Results indicated that the 85<sup>th</sup> percentile was 39.6 m.p.h. and thus this site was being added to those for the SID programme.

- (e) **Street Signs for Hornchurch Road:** Confirmation received from the Area Highways Engineer that 5 new Hornchurch signs and 1 new sign for Hastings Road had been ordered.

513/11

**General Correspondence For Action:**

- (i) **Review of Polling Districts and Polling Places:** Comments requested on a paper received from Wiltshire Council by 25<sup>th</sup> May. It was agreed that a map of the Melksham Without area was needed in order to consider the proposals.  
*Resolved: The Council request a hard copy map of the parish showing proposed arrangements.*
- (ii) **Defibrillators:** A paper was received from St John's Ambulance to emphasise how defibrillators could save lives and offer the Council a free defibrillator demonstration. It was noted that the Area Board had given grant aid for a village defibrillator. Cllr. Petty reported he was working with Mel Scott on installing defibrillators and Bowerhill would be a suitable location. The Chairman suggested BRAG invite Mel Scott to a Meeting to explain the procedure to obtain one.
- (iii) **Mobile Library Services:** The Clerk reported that the consultation currently taking place re Mobile Library Services provided an opportunity for rural communities without the service to go on a Mobile Library route. Some stops were being discontinued. To be viable, a stop had to be at least 2 miles from Melksham Library and attract an average of four customers on a regular basis. The only one to date in the parish was at Whitley.
- (iv) **Orchard Course Saturday 7<sup>th</sup> July:** The Council noted details of this course. Cllr. Brindle expressed an interest in attending.  
*Resolved: Cllr. Brindle attend on behalf of the Council.*
- (v) **Links to Council website:** *Resolved: The Council install a link to the SCOB website.*
- (vi) **Berryfield Allotments:** A letter was received from a new tenant for Berryfield Allotments to express concern that the Briansfield Allotment car park was only open for use by Briansfield tenants. He also expressed concern about the presence of rats and cockerels. Following discussion it was agreed that the Briansfield car park should be opened up for use by all allotment tenants from both sites. It was also agreed to carry out another inspection for rats and cockerels and refer any problems to the next Allotment Committee.  
*Resolved: The Council write to the Berryfield Allotment tenants to let them know that they would be permitted to use the Briansfield Allotment car park for allotment business with immediate effect.*

514/11

**General Correspondence *For Information:*** The Council noted receipt of the following papers:

- a) Wiltshire Council weekly Traffic reports March – April
- b) Town/Parish Boundary Review – letter from John Watling the Deputy Returning Officer to confirm there would be no Boundary Review at least until after the May 2013 elections.
- c) RSN Online Rural Services Network newsletter
- d) Local Works request for support to end parliamentary delays on processing the Sustainable Communities Act. Amendment to make the Act usable by town and parish councils.
- e) Burial grounds – request for information from Wiltshire Council
  
- f) Paper from Communities and Local Government – Paper to inform that the recent Court ruling to ban prayers at the beginning of Council meetings was an unwise ruling and the Government felt local councils should be free to pray at meetings if they wished. The General Power of Competence was therefore being fast –tracked so that it could be invoked for this purpose.

Meeting closed at 10.00 p.m.

Chairman, Annual Council 21<sup>st</sup> May 2012