

MINUTES of a Meeting of Melksham Without Parish Council held on Monday 22nd April 2013 at Crown Chambers, Melksham Market Place at 7.00 p.m.

Present: Cllr. Mike Mills (Chairman); Cllrs. Alan Baines; Elisabeth Bean; Rolf Brindle; Paul Clark; John Glover; Don Millard and Pat Nicol

Apologies: Cllrs. Gregory Coombes; Maurice Hubert; Steve Petty; Mike Sankey and Richard Wood.

468/12 **Opening Comments from Chair:** The Chairman, Cllr Mike Mills stated this was his last Meeting in the Chair after twelve years as Council Chairman. He expressed his thanks and appreciation to councillors who were standing down and looked forward to seeing other councillors as part of the new Council, after the May elections.

469/12 **Declarations of Interest:** Cllr. Pat Nicol declared an interest in PA W13 00524 for redevelopment of Forest and Sandridge School site to provide 15 no dwellings during discussion about this application, as a Governor of Forest and Sandridge School.

470/12 **Public Participation:**

a) Proposed parking restrictions, Bowerhill: Mr Wallace of Stirling Close asked if the proposals could be amended to allow for residents' parking only between 8.00 a.m. and 6.00 p.m. He reported that due to bollards being placed around the corner between Stirling Close and Bader Park, two industrial workers had that day parked in Stirling Close. On the residential side of Halifax Road, proposals showed double yellow lines from the entrance at Cheshire Close right round the corner, including the whole of De Haviland Close and Stirling Close. However on the industrial side of Halifax a 40m length had been left without restriction which meant that all the industrial workers would then park there.

Mr Tony Drinkwater reported he had lived in Stirling Close since 1978 and the real crux of the problem was that Wiltshire Council Planning Department had made an error in allowing Superior Graphics to extend their premises over their car park, without considering where workers would then park. The Planning Department needed to be challenged as this could happen again. In fact along the walkway through to the Industrial side, near Redwood Burns, Dance Direct Studio appeared to have taken an extra two foot of land to extend. Companies were being allowed to get away with things too much.

The Chairman reported that the Parish Council had objected to Superior Graphics building over their car park, but their views had been ignored and planning permission had been granted. There was now opposition to having double yellow lines throughout De Haviland and Stirling Close. He asked residents in Stirling Close what their views were on having parking restrictions there from 8.00 a.m. – 5.p.m Monday to Friday.

Mr Wallace emphasised a sensible compromise was needed.

Cllr. Baines felt it would be better to have 2 hour parking only here rather than a yellow line applying for the whole day.

Cllr. Glover reported it was possible to have a single yellow line with parking available.

The Chairman reported that another meeting was being arranged with Highways to discuss the matter again. It was important to take this chance to get the parking restrictions absolutely correct. Some felt there should be double yellow lines from Mitchell Drive all the way round to Bader Park. Both he and Wilts Cllr Roy While had been to see Superior Graphics and they were aware of the problem and had told their staff not to park in Halifax Road. That had not stopped at least 15 vehicles per day parking there.

Cllr .While reported that all companies had received the same note. The proposals now being put forward were only draft at this stage and Highway Officers were quite happy to talk to parish reps and make modifications. The next stage was once comments were in, a draft Order was produced for consultation. This process would take at least until July so it would be 2 -3 months before the lines were in place. However this was an opportunity as it would be 3 -4 years before Bowerhill had another chance. They were almost there unless they received a huge number of objections. There were not too many restrictions for the industrial estate but more affecting Bowerhill residents.

b) Speeding through Beanacre: Resident Mr Whitmarsh of Beanacre reported that he had received a note through his door to say the Council Meeting was considering speeding through Beanacre but he was unsure what was being proposed.

The Chairman confirmed this matter was on the Agenda due to being raised at previous meetings. The Police would support having a Community Speedwatch Team for Beanacre, providing local residents were willing to volunteer for training.

Mr Whitmarsh offered to ask residents living in Old Road if they would be willing to help.

Cllr. Baines emphasised Beanacre did not qualify for a Speed Indicator Device because the number of vehicles speeding fell below the 85% percentile criteria. Ideally six volunteers was the best number to set up a Speedwatch Team, although 4 would be enough to begin.

The Clerk reported she had asked the Police to carry out more speed checks and raised with the Area Board whether the 85% percentile criteria should be applied to such a heavily used road. Traffic using the A350 was far in excess of a normal A road.

Cllr. Clark agreed the 85% percentile criteria for Beanacre was unsuitable as that still equalled 22,000 vehicles. A greater Police presence would act as a deterrent. .

c) Overgrown footways, Beanacre: Mr Whitmarsh reported that the footways were badly overgrown along the section of A350 running parallel to the Old Road, opposite Lower Beanacre Farm. He had cleared this himself several times. A while ago, the footways had been cleared from Burnt Cottages up to the Old Road but not the section from the Subway restaurant up to Burnt Cottages. It was noted this section was in the Town parish Cllr. Clark reported he had asked for clearance work to be done in Westlands Lane as Wessex Water had left a mess and not cleared it up.

The Chairman confirmed the overgrown footways in the parish would be referred to the Parish Stewards and the Council would let the Town Council know of the overgrown footway in their parish.

- c) **PA W12 01961 Hall & Woodhouse, New Public House and Restaurant on land east of Ashville Centre:** Cllr. While reported this planning application had now been approved by officers.

The Council re-convened.

- 471/12 **Minutes, Planning Committee 15th April: Resolved:** *These Minutes be formally approved by the Council and signed by the Chairman as a correct record with the following amendments:*

Min. 461/12a Breach of Hedgerow, Line 6: Amend "hold" to "hole"

Min.464/12 Other Comments Received: Amend last number from 16 to 20

- 472/12 Arising from Min.464/12 **W13 00489/REM Land north-east of Snowberry Lane and south of Sandridge Road, Melksham. Construction of a new dual –use two form entry Primary School with associated access and landscaping.**

The Council noted comments made at the Planning Committee Meeting on 15th April. Cllr. Brindle was concerned that the access to the school from Snarlton Lane would mean parents would use it to drop off pupils from their cars. Yellow lines were needed either side of the access to keep visibility clear for pedestrians at the crossing point.

Cllr. Millard noted that on several mornings at least four cars came and parked early in the lay-by near Forest ad Sandridge School to drop off pupils for school. He asked what time the new school opened and was concerned there would be no bus to take children to school. How long would it be before parents arranged their own minibus service?

Cllr. Bean supported a resident's request for the old bell tower and gateway to be preserved. Cllr. Glover queried the wording of Clause 17 in Min. 464/12. The Council needed to decide whether it did support solar control glazing.

Cllr. Baines was concerned about overshooting balls from the pitches which were orientated with the goal posts behind the dwellings in Snarlton Lane. Netting was needed at both ends of the pitches to prevent balls escaping. Sport England requirements for pitches included enough space around them for a run-off area. He also questioned whether there would be changing facilities provided for the school pitches when they were let out. It was untrue that alternative changing facilities were available for these pitches at Melksham Oak School.

The Council resolved to suspend Standing Orders to enable Glenn Godwin, the Director of Pegasus Planning and Anna Wilcox, the Head teacher of Forest and Sandridge School to give further information.

- 473/12 **Public Participation (2)**

a) **W13 00489 Proposed new two form entry School - changing facilities:** Glenn Godwin reported that one of the benefits of this proposal was that community changing facilities would be provided at the school when the school pitches were let out.

Cllr. Brindle asked about changing facilities for the other sports provision on the site.

Cllr. Glover emphasised this was not part of the new school planning application

Ms Anna Wilcox replied that the changing facilities would only be available when the school pitches were let out and not generally for use of other sports facilities.

b) W13 00489 Proposed new two form entry School – transport provision:

Cllr. Millard asked if the car park would be restricted.

Ms Anna Wilcox explained that parents had chosen not to have a bus and the school would put in place a vigorous travel plan to encourage pupils to walk if possible. Access to the school would be open for 20 minutes every morning for parents to drive in and drop off their children. There would be expectations and regulations to ensure the system operated successfully.

Glenn Godwin explained that there had been barriers originally but it was felt the 20 minute drop-off time was the best option.

The Council re-convened.

W13 00489/REM Land north-east of Snowberry Lane and south of Sandridge Road, Melksham. Construction of a new dual –use two form entry Primary School with associated access and landscaping.

Resolved: *The comments as detailed in Min 464/12 be submitted with the exclusion of points 13, 17 and 18 and the last clause of Point 14. It was further agreed to re-word some of the additional comments received from others in a more positive way.*

Comments: *Melksham Without Parish Council welcomes the construction of the new school for the East of Melksham in principle with its excellent design and trusts that sufficient funding will be found to ensure that Forest and Sandridge School can be relocated from its present isolated and hazardous location. The Council wishes to make the following comments re the plan details:*

- 1. There needs to be a 20 m.p.h. speed limit outside the new school and the immediate vicinity.*
- 2. No school parking should be permitted in Snarlton Lane under any circumstances. Signage will need to be erected at the entrance to Snarlton Lane to make clear there is no vehicular access to the School.*
- 3. There are no pavements in Snarlton Lane, making it an unsafe route for pupils. This means it should only be used for pupils crossing over from the northern footpath to the southern path.*
- 4. Please note there is very poor pedestrian visibility where the footpaths emerge into Snarlton Lane. (A temporary barrier has been erected here as a result of a resident's concern).*
- 5. The plans need a better pedestrian link for pupils coming from the established high density estates to the left of the site (the Foresters Park and Blackmore Road area) to the school. An east –west footpath/cycleway to the school (via Westbury View) is being proposed by the Parish Council to discourage overuse of Snarlton Lane. (Please see proposals on the attached plan)*

6. *At present the section of diverted right of way/cycleway adjacent to the open space and pitches is made of a different material to the linking cycleway. It needs to be constructed of the same materials as the existing right of way; viz a wide, bound tarmac path.*
7. *Residents have expressed concern that pitch goals are very close to their back boundaries and no sound attenuation is shown. To ameliorate this, high invisible netting together with soft landscaping is required along the boundary of the pitches to provide a sound buffer and prevent balls from going into residents' gardens and to provide a sound buffer.*
8. *The drawing 31725 that shows the right of way Diversion MW18 has been annotated incorrectly. The blue dotted line should be marked "Proposed redirected PROW" and the green dotted line "Removed PROW" not the other way round.*
9. *A recently constructed electricity sub-station is not marked on plans.*
10. *The Council notes that the right of way at the back of the Snarlton Lane houses is shown on a revised alignment. Has a Diversion Order application been submitted?*
11. *There is reference to possible solar control glazing. This would be welcomed.*
12. *Bicycle and scooter racks would be a welcome addition to the car parking spaces.*

474/12 **Arising from Min. 463/12 W13 00524 Forest and Sandridge School, Sandridge Road, Melksham. Redevelopment of existing school site to provide 15 no dwellings & associated access and infrastructure.**

Cllr Baines expressed concern about the proposed redevelopment of the school site for residential housing which he felt was better suited for industrial use, especially as there was an industrial unit just across the road. It was felt that any scheme should include the retention of the existing school building. The Scheme was unsustainable because it was not served by any nearby facilities and was not on any transport route. The nearest shop was over a kilometre away. The development contravened existing policy in being less than 400 metres from working farms. It constituted development in the open countryside as it was well outside the existing building limit. The Chairman reiterated these comments and emphasised the houses were well out of the range of most local peoples' pockets. There was no affordable housing. The development would lead to light pollution. Once the existing school moved, much of the current signage designed to slow down traffic would be removed as well. Cllr. Millard emphasised the land had been donated for a school and descendants of the benefactor were shocked to hear of plans for its demolition. As regards services, there was no mains gas and the sewers were inadequate. Where would the surplus water go? The site was on a hazardous road with an accident record, near a bend. If the entrance had been positioned nearer to the lay-by it could then have been used to take extra parking. Cllr. Brindle emphasised there would be mains gas and the surface water would run into the foul sewer.

Cllr. Baines emphasised the existing community comprised of 13 rural dwellings and 2 farms. If the development went ahead the community would be doubled. The reasons applied as to why Forest and Sandridge School should be relocated also applied to residential development. The site was isolated on a busy road, and its location would encourage out-commuting. As regards sewerage facilities, there would be a big problem if a pump failed as the sewage from Woodrow was pumped to Sandridge Common and then on to Bowerhill Sewage Works. Cllr. Glover cautioned that it was a brown-field site and he did not mind if it was used for housing or industry as long as it did not become derelict. Parts of Bowerhill were more than one kilometre from facilities. The Clerk reported that most community dismay related to loss of the school building.

Resolved: Cllr. Brindle proposed, seconded by Cllr. Millard, that the Council object to PA W13 00524 for the reasons given above. This motion was carried by six votes to 1, with one abstention

Comments: Melksham Without Parish Council strongly OBJECTS to this application for the following reasons:

1. *The proposed new dwellings are considered unsustainable development. They are out of character with existing dwellings and well outside the accepted building limits for residential development. The application contravenes current housing policy as it comprises isolated inappropriate development in the open countryside.*
2. *It contains no affordable housing to assist local young people to remain in the area. It is against current policy to have this size development without any affordable housing being included.*
3. *The Council and the community objects to the demolition of a fine Victorian building which has notable historic features such as its bell-tower and entrance doorway. The building is part of Sandridge's community history and should be preserved and renovated so that these historic features can be enhanced rather than just being knocked down and the site developed as a money-making concern.*
4. *All the reasons being applied to relocate the school; described as "isolated along a busy road" apply to these proposals as well. The site is on a busy and dangerous stretch of A3102 which means access and egress from the site will be hazardous. The existing 30m.p.h. speed limit is widely disregarded, particularly westbound coming down the hill and round the bend. There is a well-documented dossier of accidents along this road and there has been a fatality on the site. Once the site is no longer a school, much of the existing warning signage will disappear so vehicles will travel faster.*
5. *If this goes ahead, the proposed development will set a precedent for development of other rural brown field sites for commuter housing in the open countryside.*
6. *The existing community comprises 2 farms and 13 dwellings. The proposed development would more than double its size. The type of housing being proposed is too costly for local people to buy and does not meet any local housing needs. The development will thus lead to poor community integration which will not make the community more resilient. It will encourage out-commuting to meet the income required to purchase such homes.*
7. *The site is completely unsustainable because there are no amenities nearby. It is a long way from local shops and not on any regular public transport route. Any children who came to the site would be cut off from local amenities by a fast and busy road which is too dangerous to use for walking or cycling.*
8. *The site would therefore be totally reliant on private motoring at a site with an accident record, with a hazardous access and egress near a blind corner.*
9. *The proposed development will exacerbate existing drainage problems. There is already a surface water problem due to the construction of the East of Melksham development which has led to past flooding. The Council is concerned that if all the surface water is pumped into the foul sewer, this could lead to overload on the pump. At present sewage is pumped from Woodrow to Sandridge Common and then on to Bowerhill. Overloading the pumping system could lead to big problems.*

10. Council Policy H23 states that there should be no development “ within 400 metres of livestock farm units”. However this proposed development is being squeezed between 2 farms which are only just 400 metres apart.
11. The development will result in light pollution in the open countryside.
12. The Parish Council believes that, since an industrial unit has recently been relocated to a site on the opposite side of the road, it would be far more appropriate to re-use this site for small rural industry units. These could then include renovation and re-use of the old school building rather than demolition. Should Wiltshire Council be minded to ignore local council views and community dismay at the proposal to demolish what is deemed a valuable historic building, it is essential that at least the architecturally attractive bell tower and entrance doorway, (if not the entire old school building) are preserved either as part of the site design or as a feature of the new school site. It is also essential to ensure there is sufficient S106 or Community Levy funding to provide play facilities on site.

475/12 **Other planning applications:** The Council considered the following planning applications and there were no objections:

W13 00561/FUL Brian Poulson, 4 Debden Close, Bowerhill. SN12 6XA. Erection of double garage.

W13 00605/FUL Shaun Ayliffe, 4 Halifax Road, Bowerhill SN12 8EX. To remove the existing conservatory and replace with built structure, convert part of the existing garage to a lounge and some internal alterations.

W13 00633/FUL P Jonik, Walnut Cottage, Shaw Hill. SN12 8EX To remove existing conservatory and replace with built structure, convert part of the existing garage to a lounge and some internal alterations.

476/12 **Planning Correspondence:**

- (i) **Safety Barrier on footway access, Snarlton Lane:** The Council noted that due to a residents’ concern re safety for pedestrians emerging from the footpath access on to Snarlton Lane, Wiltshire Council had now erected a temporary barrier. This was welcomed.
- (ii) **Proposed new cycleway to link Westbury View to new school:** Cllr. Brindle proposed that developers be asked to install a new length of cycleway/footway from Westbury View to the site for the proposed new school. He presented photos and explained the optimum route which was already being used informally as a footpath.
Resolved: *The Council support this additional length of cycleway/footway and petition Wiltshire Council and Developers to install it.*
- (iii) **Issues arising from new development east of Melksham :** A letter was received from a new resident which raised the following matters:
 - a) **Need for postboxes:** **Resolved:** *The Council support this request and in liaison with the Town Council, ask the Post Office to install 3 new postboxes to serve the development in a) development north of Snarlton Lane b) near new school site and c) in Thyme Road area.*

b) Improved Public Transport: The resident reported that there were no bus stops in Thyme Road or in the estate due to roads not yet being adopted, although buses went down the distributor road. One hundred and ninety (190) houses were now occupied and occupants were paying Council Tax. Cllr Brindle informed that there was a bus stop in Rosemary Way and at the junction of Skylark Road and the Town Bus No 14 went as far as the unadopted road and then turned and came back. Cllr. Glover reported that the original Development Brief included provision for a bus service but this could have disappeared when the S106 Agreement was drawn. Cllr. Baines stated that one reason it had not been adopted yet was lack of bus stops. **Resolved** Cllr. Mills proposed the Council ask the S106 Officer at Wiltshire Council about provision for a bus service through the estate and raise it as an issue at the Area Board. This was agreed.

c) Dog Mess and Litter: There were no litter bins in Thyme Road and a lot of dog mess; some in bags had been left in the area.

The Council resolved to suspend Standing Orders to enable Wiltshire Councillor Roy While to report on this issue

477/12 **Public Participation (3)**

Dog mess and litter bins, East of Melksham: Cllr. While reported that dog bins had now been placed on the Distributor Road and were being emptied. Blueberry, Hawthorn and Thyme Road would be adopted next summer and the Distributor Road next year.

The Council re-convened.

478/12 **(iii) cont. Issues arising from new development East of Melksham:**

d) Community Identity: The resident expressed concern that unlike villages, the new development did not yet have a distinct identity and he felt it needed to be given a formal name to help it develop a sense of locality. It was noted other newer estates such as Hornchurch Road were identified by their name. Cllr. Baines referred to the themes of birds and flowers that had been used in street names. It was agreed that identity did develop naturally over time.

Resolved: *The Council reply to the resident to emphasize that areas were gaining their own identities and to let him know what action was being taken in regard to other issues he had raised.*

e) Balancing pond at end of Goldfinch Road: A letter had been received from Mr Chivers expressing concern that the new balancing pond was not fenced. The Council viewed photos of this taken by Cllr. Brindle. It was noted that the pond had not yet been finished and at present had very little water in. Cllr. Nicol suggested that reeds be planted around it instead of a fence so it was still accessible. **Resolved:** *The Council find out from developers when the pond would be completed and whether there were plans to fence it.*

- (iv) **Land adjacent to Dowding Way:** The Council noted a letter from Selwood Housing to confirm they owned this land and were now maintaining it.
- (v) **S106 Agreement re MUGA provision at Hornchurch Road:** The Council noted that this Agreement stipulated that developers would pay £32,500 donation for the MUGA to Wiltshire Council prior to development of the Local Centre Land. The Clerk reported that she had spoken with Technical Officers at Wiltshire Council who advised that the Council write in with details of the proposed MUGA in order to claim this sum from Wiltshire Council. The Finance Officer emphasized that full details of the proposed MUGA for Bowerhill had already been sent to Planning Officer Gemma Boustead. Cllr Brindle expressed concern that Clause 1.10.1. of the Agreement named Melksham Without Parish Council as a nominee to carry out future maintenance of the proposed open space on the Local Centre Land. It was agreed that the Council did not wish to maintain this land in the future.
Resolved: The Council write to Wiltshire Council to request £32,500 donation for the MUGA and make clear the Parish Council did not wish to be nominated to carry out future maintenance of the open space.
- (vi) **Maintenance of trees on land adjacent to Duxford Close:** The Finance Officer reported that a resident had asked if she could maintain the trees and a search showed that although Wiltshire Council maintained the land at present, it was not in their ownership. *Resolved: The Council write to Wiltshire Council to request that the trees as well as the land be maintained in future.*

479/12

Finance:

- a) **Grasscutting contract, Briansfield Allotments:** *Resolved: This contract be extended for another year, until end May 2014*
- b) **Pension Contribution rates:** The Finance Officer informed that new pension contribution rates for 2013/14 were as follows:
 Employer 18.1%
 Clerk 6.5%
 Finance Officer 5.9%
 All employees were now automatically enrolled in the Scheme unless they opted out. Employee Rachel Burton had opted out of the Scheme
- c) **Appointment of Internal Auditor:** *Resolved: The Council appoint Ms Diana Lindsay as the Internal Auditor to audit the Council's end of year accounts 31st March 2013.*
- d) **Receipts:** *Resolved: The Council note the following receipts:*
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|---|---|--------|
| Sale of Council Trailer to Mr Van Pletzen | £ | 350.00 |
| Photocopying 2012/13 | £ | 36.40 |
| Allotment rents | £ | 353.75 |
- e) **Accounts for payment:** *Resolved: The Council check and approve payment for the following accounts:*
** Paid since the last meeting.*

*4325	Newsquest Wiltshire: Wiltshire Times advert for Bowerhill Sports Field maintenance tender £129 + VAT	£	154.80
4326	Wiltshire Council: Contribution to Whitely Footways Improvements Top Lane Phase 2	£	1,500.00
4327	Condor Office Solutions Ltd: Photocopying 28/01/13 - 15/04/13 £127.23 + VAT	£	152.68
4328	British Telecom: Crown Chambers Telephone 01/04/13 - 30/06/13 ££98.37 + VAT	£	118.04
4329	Wiltshire College: IOSH Working Safely Training Course Terry Cole 10/04/13	£	110.00
4330	Wiltshire Publications Ltd: Melksham News adverts for Grants & Bowerhill Sports Field Maintenance tender £88 + VAT	£	105.60
4331	TOTAL Equipment Ltd: Crown Chambers Electricity 01/02/13 – 01/03/13 £86.36 + VAT	£	90.68
4332	Melksham Town Council: Room hire for Annual Parish Meeting 18/03/13	£	21.50

Salaries:

4333	Mrs Mary Jarvis: April salary + Additional hours (13¼)		
4334	Mrs Teresa Strange: April salary + Additional hours (10½) + Expenses (Land registry title & plan search £6, excess Postage charge £2, cleaning materials 45p + VAT)		
4335	Mrs Margaret Mylchreest: April salary		
4336	Mr Terry Cole: w/e 09/03/13 – 30/03/13 incl. sick pay (5½ hrs) + Trave Allowance + Mileage £63.20		
4337	Mrs Rachel Burton: 18/03/13 – 18/04/13 + Expenses (toilet roll £2.49 + VAT)		
4338	Mrs Elaine Cranton: March office cleaning		
	Total Salaries:	£	3,792.94
4339	Inland Revenue: PAYE Tax & NI for Employer/ee	£	755.34
4340	Wiltshire Council – Wiltshire Pension Fund: Employer/ee Superannuation for M. Jarvis/T. Strange	£	682.24

- f) **H.M. Inland Revenue Payments:** The Finance Officer reported that as from 5th April, all NI and tax payments had to be registered online as due each month rather than being recorded via an Annual Tax Return. This new system (Real Time Information) had been set up and was in operation. The Finance Officer also reported that the 2012/13 annual forms to both the Inland Revenue (P35) and employees (P60) had been submitted.
- 480/12 **Minutes, full Council Meeting 18th February:** The Council noted that these Minutes had been approved by the Council at the short Council Meeting held 18th March.
- 481/12 Arising from Min. 419/12 **Joint Neighbourhood Plan:** The Council noted that the next meeting of the Steering Group would take place after the elections on 2nd May. It was also noted that the Government had now set up a Grants Scheme to help with the cost of preparing Neighbourhood Plans. The maximum award was £7,500.
- 482/12 **Special Flooding Minutes, 20th February:** It was noted that these Minutes had been circulated to all participants and amended as requested. **Resolved:** *The Minutes of this Meeting be formally approved by the Council and signed by the Chairman as a correct record.*
- 483/12 Arising from Min. 3 (2) & (3) **Remedial Works Corsham Road:** The Clerk reported that another person was now assisting Danny Everett with arranging the interviews with householders in Corsham Road. Providing there were no objections from householders, the work was scheduled to be done in the next three months. This news was welcomed.
- 484/12 **New Flooding Group, Shaw and Whitley:** Cllr. Bean reported that the Flooding Group had not yet met up as a group. There was disappointment that nobody from Wiltshire Council had been in touch with them. It would be helpful for them to have guidance as to how the new Group should operate. It was agreed the Group firstly needed to get together and draw up a list of priorities for action. The Clerk reported she had spoken to Maureen Hibbott but did not have anything further to report. Renate Malton at Wiltshire Council would be able to advise them.
Resolved: *The Council advise Maureen Hibbott to hold a Flooding Group Meeting, and put her in touch with Renate Malton.*
- 485/12 **Report of Flooding at Beanacre:** A copy letter from Mr Chivers to Wiltshire Council was received to inform that there had recently been a flooding incident in Beanacre due to blocked ditches. The Fire brigade had been in attendance. The Council was unaware of this incident.
- 486/12 **Matters arising from the Annual Parish Meeting**
a) **Melksham campus – loss of existing bar social area:** The Council noted community concern about the loss of this area.
It was agreed to suspend Standing Orders to enable Cllr. While to report on this matter.
- 487/12 **Public Participation (4)**
Melksham Campus: Cllr. Roy While reported that Wiltshire Council was not permitted to compete with existing commercial pubs but there would be licensed facilities to enable persons using the café/restaurant to have a drink with their meal. The catering and

refreshment facility was being handled at a central level. The project was at the design phase and the Shadow Community Operations Board (SCOB) were still meeting groups within the community, such as the swimmers.

Cllr. Millard asked if St Damien's Surgery had applied to be part of the Campus.

Cllr. While replied that the surgery was keen to be relocated there but no final decision had been made on this or the skittles team.

Cllr. Glover was not surprised that skittles or snooker was not part of the set-up if there was no bar. He emphasized the luncheon clubs would fail without it.

The Council re-convened.

- 488/12 **Relocation of Melksham Post Office:** Cllr. Baines emphasized that it was essential to keep a full crown office in Melksham, especially as all the rural sub post offices had now been closed.

It was agreed to suspend Standing Orders to enable Cllr. While to report on this matter

- 489/12 **Public Participation (5):**
Relocation of Melksham Post Office: Cllr. While reported that he felt the Melksham News item may have misled some people. There was no intention to take away the Post Office from Melksham but the Government had not renewed the franchise at the present site. He had spoken with Post Office officials a few days earlier and had emphasized it must remain in Melksham Town Centre.

The Council re-convened

- 490/12 **Relocation of Melksham Post Office:** Councillors emphasized they wished to see the full crown Post Office remain where it was and did not want to see it located at a supermarket, along way from the town.

Resolved: *The Council make representations to the Government for the Post Office to remain as a full Crown Post Office at its existing site.*

- 491/12 **Minutes of Short Council Meeting, 18th March:** **Resolved:** *The Minutes of this Meeting be formally approved by the Council and signed by the Chairman as a correct record.*

- 492/12 Arising from Min. 434/12 **Proposed parking restrictions, Bowerhill:** The Chairman explained that he was not happy about a 40m stretch being left opposite the entrances to De Haviland Close and Stirling Close as if cars parked there it affect visibility. When he had met Jamie Mundy originally he understood that double yellow lines would be placed on both sides of the road. He was unsure too if there was anything to stop vehicles parking on the grassed area and if so how much area into the verge would be covered by the restrictions. A further site Meeting with Jamie Mundy and Cllr. While had been arranged for Friday 26th April.

Cllr. Baines felt it was important to find out how far into the verge the lines applied. Rather than inconvenience residents by an all-day ban, a two hour limit would be preferable and whatever was applied to De Haviland and Stirling should also apply to Beaufort Close as well, since it was not too far away. Cllr. Millard agreed that a two hour parking limit would be more workable for nurses and carers to visit.

The Chairman further reported that a suggestion had been made to stop parking at the bottom of Falcon Way, to prevent school parking as well. However he felt it best to leave that issue for the present so that things were not unduly delayed.

Cllr. Glover emphasised that in that area there also needed to be a parking restriction applied to the turning head at the bottom of Wellington Drive.

This too was suffering from school parking. It was agreed not to take up the issue of school parking at present.

Resolved: *The Chairman and Clerk be given delegated powers to agree the Council's comments re parking restrictions following the site meeting on Friday 26th April.*

493/12 Arising from Min. 437/12 **Community contacts for Emergency Plan:** The Chairman reported that it was proving difficult to find people willing to be listed for their specific skills as contacts in the Plan. The Clerk reported she had appealed for people in a recent quarterly newsletter. The Finance Officer suggested seeking contacts via parents at the school gate.

Resolved: *The Council make an appeal for names of persons with useful skills in an emergency, via an item in local village magazines.*

494/12 Arising from Min. 439/12 **Speeding through Beanacre:** The Clerk reported that she had asked the Police to do more speed checks at the Lacock end of the village and had raised the issue of amending the 85% percentile criteria for A350 with the Area Board. It was agreed to await a response from resident Mr Whitmarsh to see if residents were willing to be part of a Community Speedwatch Team. *See also Min.470/12.*

495/12 **Minutes, Bowerhill Sports Field Forum:** **Resolved:** *The Minutes of this Meeting be formally approved by the Council and signed by the Chairman as a correct record.*

496/12 Arising from Min.450/12 **Pitch booking arrangements – appointment of Sports Field Management Committee for bookings:** **Resolved:** *This matter be referred to the next Sports Field Forum for discussion.*

497/12 Arising from Min. 452/12 **Appointment of Contractor for Sports Field Maintenance:** The Chairman reported that there had been five tenders and members of the Sports Field Working Party had opened them that afternoon. Cllr. Baines further explained that each tender had been reviewed on exactly the same basis and it had been agreed, due to cost, not to include removal of grass within the contract, as this was very expensive. The recommendation was that Greensward take on the contract for Sports Field maintenance 1st June 2013 – 31st May 2014 in the sum of £6,529.20 per annum which excluded the cost of spiking and disposal of grass cuttings. Greensward's extra costs were £195 per spiking and £200 for an extra cut. The Working Party felt it was better to do an extra cut when necessary rather than collecting grass-cuttings. It was noted that the Working Party had not accepted the cheapest tender because that company had not performed well in some areas in the past.

Resolved: *The Council formally accept the tender from Greensward for the Sports Field maintenance contract for 1st June 2013 – 31st May 2014 in the sum of £6,529.20*

498/12 **Fields in Trust “Have a Field Day” Invitation:** The Council noted the invitation to organise a Community Field Day and apply for goodies.

499/12

Shaw Field matters

- a) **Boundary Clearance:** The Council noted an email received from the Chairman of Shaw Field Management Committee, Peter Davis to inform about maintenance works being done on the boundary of the field. He requested the Council remove a dog sign that was now standing proud of the boundary causing an obstruction.
Resolved: The Council ask the Caretaker to remove the sign.
- b) **Junior pitch request:** Mr Davis also reported that the Committee was reviewing whether it was economically viable to have a junior pitch.
- c) **Beech Tree behind 6 The Beeches:** This matter was deferred.
- d) **Garage, 3 The Beeches:** It was reported that the double garage erected without planning permission had been removed and a replacement garage was being constructed.
Resolved: The Council check whether planning permission for the new garage had been granted.
- e) **Bar at top of slide, Shaw Play Area:** An email received from ROSPA confirmed that the Council was not required to install the bar, just to monitor the situation.

500/12

Highways and Rights of Way Items

- a) **New Paths Improvement Grants Scheme – Wiltshire Council:** It was noted that local councils were invited to apply for a grant to improve a public footpath. Cllr. Mills proposed the Council apply for a grant to put in a section of new footpath behind Bowerhill school, about 40 metres long. This was agreed.
Resolved: The Parish Council apply for an Improvement Grant under the PIG Scheme to install a footpath at Bowerhill.
- b) **Final Diversion Order for Footpath 22:** The Council noted that MW Footpath 22 had now been confirmed.
- c) **Request for 50mph Limit, Sandridge Hill:** An email was received from Wiltshire Council to refuse a request for a 50 m.p.h. speed limit sign to reduce speeding as an assessment carried out in 2009/10 recommended the retention of the National Speed Limit on the approach to 30m.p.h. limit at Sandridge Common. A limit could only be changed due to a major change in circumstances which had not occurred. This was noted.
- d) **Aggregate Minerals Site Compton Bassett – traffic effects on A3102:** This was noted.
- e) **Overgrown and uneven footways, Beanacre:** A letter was received from Mr Chivers to draw attention to uneven and overgrown footways. *See also Min.470/12c.* Cllr. Baines reported that he had examined the Old Road and it had been cleared quite recently. Cllr. Clark reported that the worst stretch of footway was in Westlands Lane at the north end
Resolved: The Council ask the Parish Stewards to do this work.

501/12

General Correspondence for action

- a) **Joint Health Forum Minutes:** The Council noted Minutes of the last Health Forum on 21st March and informative comments received from Cllr. Clark. The

Chairman expressed his appreciation for the work done on this Forum by Cllr. Clark and Cllr Bean who were both leaving the Council.

- b) **Wiltshire Wildlife Trust – Free tree packs:** The Council welcomed the opportunity to obtain the free tree packs which were designed to encourage bees to thrive. It was agreed to obtain packs for the Sports Field, to plant a hedgerow along Western Way and the proposed Link Road and behind the turbine on the Industrial Estate, if possible.

Resolved: *The Council obtain trees for the sites listed above.*

502/12

General Correspondence for information

The Council noted the following papers:

- a) New Melksham Guide – request for comments
- b) Flyposting and excessive signs – correspondence from Cllr. Griffiths
- c) Shaw Hill – request for new notice board and shelter from Mr Chivers
- d) Envolve Software Project Information
- e) Wiltshire Council newsletters
- f) Wiltshire Wildlife Trust – Food and Orchard Conference
- g) Melksham Seniors Forum – information re films and questions

503/12

Closure of Council 2007 – 2013: All present agreed this six-year Council had been very successful and constructive and had achieved so much for the community. Cllr. Glover congratulated Cllr. Mills on his twelve years as Chairman of the Council.

Meeting closed at 10.15 p.m.

Chairman 20th May 2013