

**MINUTES of a Short Council Meeting of Melksham Without Parish Council held on Monday 18<sup>th</sup> March 2013 at Melksham Town Hall , 8.40 p.m.**

**Present:** Cllr. Mike Mills (Chairman); Cllrs. Alan Baines; Rolf Brindle; Paul Clark; Maurice Hubert; Pat Nicol; Mike Sankey and Richard Wood.

**Apologies:** Cllrs. Elizabeth Bean; Gregory Coombes; John Glover; Don Millard and Steve Petty.

430/12 **Declarations of Interest:** The Chairman declared an interest in the Chair's Allowance (final instalment for 2012/13). Cllr. Hubert declared an interest in the sale of the trailer as he had made an offer and he withdrew from the Meeting when this item was considered.

431/12 **Public Participation:** No matters were raised.

432/12 **Planning applications:** The following planning applications were considered and there were no objections:

W13 00250 Mrs Jane Keogh, 37 Bader Park, Bowerhill. Proposed side extension to create new garage.

W13 00296 Nicholas Keen, Two storey extension to rear of 23 and 24 Beanacre. (*Re-submission of expired consent MW06/02115*)

W13 00368 A P Hemmings SIPP Fund; 541 Outmarsh. Semington, Trowbridge. New single storey office and ancillary accommodation.

433/12 **Planning Correspondence**

a) **Appeal for W12/00150 Whaddon Grove House:** The Council noted that an Appeal to change of use of family bedrooms to bed and breakfast lettings had been allowed.

b) **W12 02072 Ardvaark, Installation of solar farm:** Photovoltaic arrays and frames over 22.1 hectares on land west of 198 Norrington Lane, Broughton Gifford (*Broughton Gifford planning application*) *Revised plans*  
The Council noted amended plans. Footpath BG5 – MW80 was being retained on its original alignment as requested and an additional buffer planting area had been added together with a safer access and deer fencing that was more in keeping with the environment.

**Resolved:** *No objections*

c) **Construction of new Pavilion:** The Council noted an email from Wiltshire Council Officer Mark Hunnybun to ask if the Council would be willing to waive its additional right to elect to take a financial contribution subject to Herman Miller commencing the actual construction of the new Pavilion within one year.

**Resolved:** *The Council agree to waive its alternative right to choose to take a lump sum in lieu of actual construction of the new Pavilion.*

d) **W12 00301 Shed at 16 Wellington Drive, Bowerhill:** An email had been received from the Planning Officer to ask for actual evidence that the shed was being used as a games room as this was an opinion. It was agreed to reply to reiterate the

Council's previous comments and to emphasise that it was the job of the Planning Office to ascertain whether concerns from a neighbour were justified.

434/12 **Parking problems, Bowerhill:** The Chairman reported that he and the Clerk had met with Wiltshire Cllrs. Dick Tonge and Roy While to review the parking problems at Bowerhill. It had been agreed to set up a Meeting with Planning Officers Mike Wilmott and Brad Fleet to consider planning issues. Cllr. While had since spoken with Mike Wilmott about this. The Clerk reported that Minutes of the Meeting would be available shortly.

435/12 **Finance:**

a) **Costs for additional licence for new Pavilion works:** An email had been received from Wiltshire Council Officer Mark Hunnybun to confirm that legal costs for the additional licence would be shared by Wiltshire Council and Herman Miller.

b) **Receipts:** The Council noted that there had been no receipts received since the last meeting.

c) **Accounts: Resolved:** *The following accounts were checked and formally approved for payment:*

4306	TOTAL Equipment Ltd: Crown Chambers Qtr 2 Rent April, May, June 2013 £1,608.75 Electricity charges Jan 13 £102.59 + VAT	£	1,716.47
4307	Wiltshire Publications Ltd: Melksham News Quarterly Newsletter £142.50 Grant Aid & Annual Parish Meeting Adverts £123.75 + VAT	£	319.50
4308	Mr Mike Mills: Chair's Allowance (3 <sup>rd</sup> instalment of 3)	£	106.26
4309	Avon IT Systems: Website hosting Jan – Dec 2013 (www.melkshamwithout.co.uk) £120 PC Support £35 + VAT	£	186.00
4310	Bill Savage Electrical Ltd: To supply and deliver new fridge for Crown Chambers £108.34 + £10 to remove old fridge + VAT	£	140.00
4311	British Telecom: Crown Chambers Broadband Feb, March, April £86.23 + VAT	£	103.47
4312	Bowerhill Villager: Adverts in Bowerhill Villager Apr 13 - March 2014	£	65.00
4313	Avery Weigh-Tronix: New postal rate scale £8.50 + VAT	£	10.20
4314	Leekes Ltd: Maintenance Materials £8.31 + VAT	£	9.97

**Salaries:**

4315 Mrs Mary Jarvis: March salary + Additional hours (18½)

4316	Mrs Teresa Strange: March salary + Additional hours (10¼)		
4317	Mrs Margaret Mylchreest: March salary including Compassionate leave, Sick pay		
4318	Mr Terry Cole: w/e 09/02/13 – 02/03/13 + travel allowance + mileage £77.60		
4319	Mrs Rachel Burton: 18/02/13 – 14/03/13 (36 hrs)		
4320	Mrs Elaine Cranton: February office cleaning		
	<b>Total Salaries:</b>	<b>£</b>	<b>3,723.42</b>
4321	Inland Revenue: PAYE Tax & NI for Employer/ee	£	860.43
4322	Wiltshire Council – Wiltshire Pension Fund: Employer/ee Superannuation for M. Jarvis/T. Strange	£	704.83
4323	Mrs Teresa Strange: Expenses – Cleaning materials £2.02 Refreshments for Annual Parish Meeting (18/3/13) from Chair’s Allowance £6.08 + VAT	£	8.61
4324	Buildbase: Maintenance materials £16.92 + VAT	£	20.30

d) **Crown Chambers rates 2013/14:** The Finance Officer explained that the Council had received their rates bill for Crown Chambers of £2,055.90 and was pleased to report that 100% rates relief had been applied; giving a nil value bill.

436/12 **Minutes of Council Meeting 18<sup>th</sup> February: Resolved:** *The Minutes of this Meeting be formally approved by the Council and signed by the Chairman with the following amendments:*

*Min. 420/12e Speeding through Beanacre: Line 9. Delete “Westlands Lane”, insert “Beanacre”, to read: “There was a real speeding problem in Beanacre...”*

*Min. 422/12 Line 3 Amend sum from £53,750,000 to £5,750,000.  
Line 8 amend spelling to Foundry Close*

437/12 Arising from Min.414/12 **Draft Emergency Plan:** The Clerk reported that a template for emergency plans were available on the Wiltshire Council website. An updated first draft Plan had now been prepared using the template, the Council’s existing Emergency Plan and other models including the Beaminster Emergency Plan. She was now circulating copies of community pages to all councillors so that they could assist in filling in likely names of those who had the necessary skills to help in an emergency. Once councillors had returned the community pages for the various areas, complete with probable local contacts, the Council would then contact each person individually to obtain their formal permission.

438/12 Arising from Min 418/12b(ii) **Insurance for Inspections outside the parish:** It was noted that Atworth Hall Committee was seeking advice from the Council Caretaker on the most efficient and cost-effective way to meet the requirements of a recent ROSPA report for the Atworth Play Area. The Finance Officer reported that in order for the Caretaker Terry Cole to be covered by the Council's Insurance policy while doing work for another party, outside the parish, there had to be a clear business transaction and quotation given to the third party by the Parish Council. It was agreed to advise Atworth Hall Committee to send a formal written request for the Council's help and itemise exactly what was required. The Clerk expressed surprise that Atworth Parish Council did not appear to have a role in looking after the Play Area.  
**Resolved:** *The Council advise Atworth Hall Committee as stated above and send a copy to Atworth Parish Council.*

439/12 Arising from Min.420/12e **Speeding through Beanacre:** A reply was received from a Beanacre resident expressing her shock that if the 85% percentile rule for use of a SID was applied to A350 Beanacre this meant that up to 5,000 vehicles could be speeding every day. Councillors agreed the situation was not acceptable. Cllr. Baines emphasised the Council had not made the rule. Cllr. Clark reported that Wiltshire Cllr. Griffiths had been working with Beanacre resident Peter Dauncey to see if speeding could be addressed. The Chairman felt the Council needed to purchase its own SID. Cllr. Sankey advised that if cars parked on A350 it would cause the traffic to slow up. It was noted that the last speed checks had been done about a year ago, on the main road between the Westlands Lane junction and Beanacre church where there was a 30m.p.h. speed limit. It was agreed to ask Wiltshire Council for speed checks to be done again at the Lacock end of the village, near the last bus stop and bus shelter. It was also agreed to reply to the resident to let her know the Council did not set the criteria for use of SIDs and to what action was being taken  
**Resolved:** *1. The Council ask for a new metro count to be done at the Lacock end and ask the Police to do speed checks before 7.00 a.m. and after 6.00 p.m.  
2. The Council reply to the resident as detailed above.*

440/12 **General Correspondence:**

a) **Draft Police and Crime Plan:** It was noted that although the closing date for comments was 10<sup>th</sup> March, the final Plan would not be published until end March. The Clerk reported that she had requested an extension of time to comment but this had not been granted. It was agreed that although the draft Plan was designed to be impressive and contained many fine-sounding phrases it was unclear how objectives would be achieved and how this would affect policing on the ground.

**Resolved:** *These comments be forwarded to the new Police Commissioning Board*

b) **HGV Traffic along A365 – reply from Wiltshire Cllr. Carbin:** The Council noted a reply from Wiltshire Cllr. Carbin to Cllr While to inform the decision to route lorries along A365 instead of via Seend would not be called in as parish councils had been given ample time to comment. The decision to make A365 a designated lorry route had been in the 2001 Wiltshire Transport Plan. This freight management plan was being closely monitored and all risks had been taken into account, including the extra HGV traffic outside Melksham Oak School. There would be two follow-up surveys a) six months after liaison with hauliers took place and b) six months after new signing had been installed. The introduction of signage would also be subject to another Cabinet Member

decision and local councils would be consulted. Cllr. Sankey questioned whether this Plan had been public in 2001 since as a member of the Wiltshire Freight Quality Partnership around that time, he had no recollection of any consultation. He emphasised the routes were advisory only and not enforceable and some drivers would still use the Seend route. It was agreed that in view of the fact that the new lorry route may be made permanent, the Council should again request a pedestrian crossing across A365 Pathfinder Way to The Spa.

**Resolved:** *The Council again make representations for a pedestrian crossing.*

- c) **Top Lane, Whitley -Map and closure for completion of footway works:** The Council noted a Map with details of proposed footway works. The Council also noted a Closure Order for Top Lane Whitley with effect from 15<sup>th</sup> April for one week so that the footway works could be completed. Cllr. Baines expressed concern that traffic including buses were being diverted to Middle Lane for this period, and this Lane was not wide or robust enough to take 29 buses per day. He proposed the Council request that First Lane be used instead. This was agreed.

**Resolved:** *The Council reply to request that traffic be diverted via First Lane rather than Middle Lane, Whitley.*

- d) **Flooding works at Corsham Road, Whitley:** The Council noted that a letter sent by Atkins to residents in the vicinity of the flooding problem in Corsham Road was causing some concern. The Clerk reported she had forwarded residents' concerns to Danny Everett. As the letter was open-ended and did not contain a cut off date for replies, she had contacted Atkins who had confirmed that a further letter would be sent out with more details of the proposed works.

- e) **Crown Chambers – Lease letter:** The Council was pleased to receive a letter from Total Group to confirm that the Parish Council would be able to remain at Crown Chambers at least until June 2014. A formal licence would be issued once Total Group's own lease negotiations had been completed.

- f) **Sale of Council Trailer:** *Cllr. Maurice Hubert had declared an interest and he left the room when this item was considered.*

**Resolved:** *An offer for the trailer, "sold as seen" in the sum of £350 was accepted from Mr Van Plehen.*

- g) **Community use of Melksham Oak Facilities:** The Council noted a reply from Melksham Rugby Club to thank the Council for their help in this matter and to confirm that since the Council had written to the school, the situation had improved. A meeting would take place shortly re the relocation of the Rugby Club to Dunch Lane.

441/12

**General Correspondence for information:** The following information was noted:

- a) Redstocks to Seend Road – Notice of Road Closure
- b) Northern Area Flood Group Meeting 14<sup>th</sup> March – report
- c) Melksham Community Partnership AGM - Report & Action Plan
- d) Melksham 102 Modification Order – to add new length of footpath from Snowberry Lane NE to Heather Avenue in a NE direction OS grid reg. ST914636
- e) Wiltshire Traffic Report

442/12     **New Notice Board at Beanacre:** The Council noted that the new Notice Board had been erected alongside the footway to the right of the path to Beanacre Play Area.

Meeting closed at 9.40 p.m.

Chairman, 22<sup>nd</sup> April 2013