

MINUTES of the Full Council of Melksham Without Parish Council held on Monday 10th October, 2016 at Crown Chambers, Melksham at 7.00 p.m.

Present: Cllrs. Richard Wood (Chair), John Glover (Vice Chair), Alan Baines, Rolf Brindle, Mike Sankey, Mike Mills, Pat Nicol, Paul Carter, Terry Chivers, Jan Chivers and Ian Tait.

Officers: Teresa Strange (Clerk), Jo Eccleston (Parish Officer) and Marianne Rossi (Apprentice Parish Officer)

Invited Guests: Inspector James Brain and Sergeant Louis McCoy of Wiltshire Police and Theresa Hopwood of Visit Wiltshire.

4 Members of the Public

Apologies: Cllrs. Gregory Coombes and Steve Petty.

- 192/16 **Housekeeping:** Cllr. Wood welcomed all to the meeting and explained the evacuation procedures in the event of a fire.
- 193/16 **Declarations of Interest:** The Clerk reported that Marianne Rossi wished to declare an interest in agenda item 11a and that she understood that she needed to leave the room when this item was discussed.
- 194/16 **Items to be Held in Committee: *Resolved:*** *Agenda item 10a & 11a to be held in Committee in line with Standing Order 61:* "That in the view of the special/confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw". Reasons: (a) engagement, terms of service, conduct and dismissal of employees; and (c) preparation of cases in legal proceedings.
- 195 /16 **Invited Guests:**
- a) **Inspector James Brain, Head of Community Policing Team:** Insp. Brain introduced himself and Sergeant Louis McCoy. He explained that a trial of a new Community Police Team model had been recently undertaken in Trowbridge. This had proved to be very successful and the roll out of this new model in all the other community policing areas in Wiltshire had been approved by Mike Veale, Chief Constable and Angus Mcpherson, Police & Crime Commissioner. Insp. Brain wished to explain the new model and allay any fears that the Parish Council may have over service levels. He understood that he had only been allocated a short amount of time at the meeting and wished to show a short video about this new way of community policing followed by a question and answer session. He suggested that he return at a future date to discuss the specifics of policing levels in the Melksham area. The video was watched and is available at <http://www.wiltshire.police.uk/contact-us/community-policing-teams/2834-wiltshire-west-community-policing-team>. Cllr. Carter stated that there had been some recent burglaries in the Atworth area, and queried whether, under this new model, a police officer would be sent straight away or whether the victim would have to wait to see someone. Insp. Brain referred back to the short film and the acronym "THRIVE+" (Threat, Harm, Risk, Investigation, Vulnerability, Expectations, Prevent), where any incidents reported to the Control Room will be assessed by a sergeant, and the appropriate

person will be sent to deal with the issue, this could be a warranted officer, a PCSO or someone from a partner agency. This should ensure that the correct person is despatched to a job and that there should not be delays, but decisions are always prioritised against 999 calls. He stated that the current staffing structure is a Community Sergeant, Beat Manager (Officer) and PCSOs. The new model will see PCSOs as the point of contact for Parish Councils rather than the Beat Managers, who are warranted officers. All officers will parade out of Trowbridge and this should ensure 24/7 cover by a police officer. He stated that the exact numbers had not been finalised, but that the Melksham area should be covered by 4/5 beat officers.

Cllr. Glover stated that the number of PCSOs allocated to the Parish had already been reduced and queried how the police could show an increase in visibility.

Insp. Brain replied that it was not just about a uniformed presence working the streets and that the police have to work smarter. All police officers and PCSOs now have laptops in order that they can work in mobile locations rather than working from a police station, they are also on social media sites in order that they can engage with the younger population and be easily contactable.

The Clerk queried whether the Police would still be working with community groups and in particular the Melksham Area Community Safety Group.

Sgt. McCoy advised that community groups played an important role in informing the police about local issues, but that the point of contact would now be the PCSO rather than the Beat Manager.

Cllr. Sankey reported that most of the issues locally centred around parking, traffic and speeding problems and obstruction of the pavements and the highway.

Insp. Brain gave an example of a police operation run in Trowbridge by a PCSO which had positively targeted issues of speeding. He stated that road traffic enforcement was not just a police issue, but that some issues were enforceable by Wiltshire Council. He stated that vehicles obstructing access points with a dropped kerb was an enforceable offence, but highlighted the fact that this did not apply to private roads.

Sgt McCoy added that the police had to take a pragmatic view, and really would only react to wilful obstruction.

Cllr. Glover reported that there were regularly tailbacks all through the Town Centre due to delivery lorries parked on double yellow lines.

Sgt McCoy responded that delivery lorries were permitted to wait on double yellow lines for 15 minutes to load and unload, however, if the obstruction was always the same time, same place and delivery to the same shop then the police would look into the matter.

Cllr. Mills drew attention to the problems outside of schools in the Parish at drop off and pick up times.

Insp Brain advised that parking issues surrounding schools was not just an enforcement issue, stating that the root cause of the problem needed to be addressed and that schools needed to take more ownership via their school travel plans.

Resolved: A future meeting to be set up with Inspector Brain to discuss the specifics of the new model in the Melksham Area.

Insp. Brain and Sgt McCoy left the meeting.

The Council noted that the second invited guest, Theresa Hopwood, had not yet arrived and agreed to move to Public participation.

The Council agreed to suspend Standing Orders for a period of public participation.

- 196/16 **Public Participation:**
Wiltshire Councillor Roy While reported that it was Wiltshire Council Cabinet meeting on Tuesday 11th October where they would be considering the 4 year Financial Plan & Efficiency Statement produced by the Financial Planning Task Group. The objective of the 4 year plan is for Wiltshire Council to break even by the third year. He stated that he had called in the planning application for three starter homes in Semington Road and supported the views of residents as he considered that the 5 year housing land supply argument used by large developers was a little ingenuous to be used for a proposal for 3 dwellings. He had also called in the application for 2 dwellings by the canal.

The Council re-convened.

- 197/16 **Minutes, Full Council Meeting 12th September, 2016: Resolved:** *The Minutes of the Full Council Meeting held 12th September, 2016 were formally approved by the Council and signed by the Chairman as a correct record with the following amendments:*
Min.152/16b) – sentence “and suggested that this was an open meeting to attend” amended to read “and suggested that this was an open invitation to attend”.
Min.158/16c) – figure of “263 dwellings” amended to “235 dwellings”.
Min.158/16c) – spelling of “Neighbourhood Equipped Ares for Play” corrected to “Neighbourhood Equipped Areas for play”.
Min.167/16d) – spelling of “The Council noted the recent degignation of Seend Neighbour Plan” corrected to “The Council noted the recent designation of Seend Neighbourhood Plan”.

- 198/16 **Confidential Notes to Accompany Minutes, Full Council Meeting 12th September, 2016:** There were no confidential notes.

- 199/16 **Minutes, Planning Committee Meeting 26th September, 2016:**
a) Resolved: *The Minutes of the Planning Committee Meeting held 8th August 2016 were formally approved by the Council and signed by the Chairman as a correct record with the following amendment:*
Min.173/16 – spelling of “235 dealings” corrected to “235 dwellings”.
b) There were no recommendations.

- 200/16 **Joint Neighbourhood Plan Steering Group: Minutes of the Meeting 28th September, 2016:** The Minutes of the Joint Neighbourhood Plan Steering Group meeting held on 28th September, 2016, were noted. There are two joint consultation events planned by the Neighbourhood Plan Steering Group and Community Action Groups; one with CAWS (Community Action Whitley Shaw) and the new Beanacre Community Group on 5th November and one with BRAG (Bowerhill Residents Action Group) on 8th November. Cllr. Carter to attend the CAWS event and Cllr. Wood, Brindle and Nicol to attend the BRAG event.

- 201/16 **Decision on Pathfinder Way (16/01123/OUT):**
Cllr. Mills had attended the Strategic Planning Committee held in Chippenham on 28th September, 2016 and had spoken against the application on behalf of BRAG (Bowerhill Residents Action Group). He was angry about the way that this meeting had been handled. He considered that there were significant inaccuracies in some of the information given at that meeting and that the original plan had been withdrawn in

December 2014 as the planning officer had recommended refusal, rather than the original plan having been refused. He purported that the application description was deliberately misleading as it stated that it provided a primary school and early years nursery. This was inaccurate as the application and s106 Agreement sought only to provide the land and a financial contribution towards a school and nursery and that this development on its own could not support a primary school; the actual provision of such a building would need to be provided by pooling s106 funds from other developers via other planning applications in the area. If this did not happen within a period of 5 years then the land and s106 allocated monies would be returned to the developer and they would then be able to build further dwellings on this previously reserved land. His opinion was that all the valid objections to this application had been dismissed by the Planning Committee and that the main reason given for approval, namely the provision of a primary school and early years provision, was not guaranteed.

Cllr. T. Chivers concurred with Cllr. Mills and was aggrieved that the views of both the residents and the Parish Council had not been taken into account.

A lengthy discussion took place and it was noted that the recently approved planning application for 450 dwellings on land East of Spa Road (14/10461/OUT) had given a significant sum via the s106 Agreement for the expansion of the new Forest & Sandridge School, and as such would not be contributing towards the provision of a primary school for the Pathfinder Way site. There was disbelief that the Planning Committee had not pursued a contribution of £119,119 towards NHS provision, despite the Committee Chair raising the issue several times.

It was suggested that the Secretary of State be asked to consider this application.

The Council agreed to suspend Standing Orders for a period of public participation.

Wiltshire Cllr. Roy While urged the Council to be cautious in any future approach as in his opinion the Planning Officer's report had covered all aspects. He reported that he had initially suggested that the contribution of £119,119 towards health facilities was accepted, however the Planning Officer had informed him that contributions under s106 are not generic and had to be attributed to a defined scheme.

The Council re-convened.

The Clerk explained that Spa Medical Centre had only requested a contribution of £25,000 towards the expansion of their car park from the s106 for the 450 houses East of Spa Road (14/10461/OUT) and that monies requested for health care provision from the s106 agreements for several recent planning applications had been rejected due to the lack of any defined scheme. It would appear that there is a lack of joined up thinking between Wiltshire Council and the NHS, and it was queried whether the NHS understood the s106 process and how this could provide for specific schemes.

Cllr. Carter reported that at the Strategic Planning Committee the Planning Officer had advised the Committee that it was their role to take a strategic view rather than a narrow view of the overall housing needs of Wiltshire and that the figure of 42,000 dwellings was a maximum requirement not a minimum. The fact that this may necessitate more dwellings in Melksham was their responsibility.

Resolved: *The Parish Council write to Alistair Cunningham, Associate Director Economy and Planning, Cllr. Baroness Jane Scott of Bybrook OBE, Leader of the Council, Michelle Donelan MP and the local media outlining their continued objection to this application as detailed in the report compiled by Mike Mills. Cllrs. Glover, Mills, Tait Carter, Nicol and Sankey wished to have their vote for this proposal recorded; Cllrs.*

Baines, T. Chivers, J. Chivers, Brindle and Wood wished to have their votes against this proposal recorded.

202/16 **Visit from Theresa Hopwood – Visit Wiltshire:** Ms. Hopwood, Partnership Manager for Visit Wiltshire, gave an overview of the work carried out by Visit Wiltshire across the county. She stated that 50,000 copies of “Time for Wiltshire”, their publication, were distributed and that there was a large following on both their website and their social media pages. She reported that the Melksham page on their website received 18,000 visits in the last month. Visit Wiltshire had their own “blogger” and two external “bloggers” who wrote feedback on social media about places they had visited and stayed, and that both Beechfield House and the Pear Tree had been included in these blogs. It was noted, however, that these two businesses were partners of Visit Wiltshire, to which there was a financial charge. Cllr. Brindle felt that it would be beneficial to add a caveat which stated that there were other places to stay in and around Melksham as they currently do with restaurants and pubs. Cllr. Wood stated that the Parish Council had concerns that although they contributed to half of the cost of the Melksham section of Visit Wiltshire, there was no mention in the “Time for Wiltshire” publication of anything within Melksham Without. Ms. Hopwood agreed that so far the coverage of Melksham had been very town centric, but stated that Visit Wiltshire relied upon organisations letting them know about events being held and places of interest to visit. She stated that there was an events page on their website where people could inform them about forthcoming events for inclusion in their publications and web and media sites.

Ms. Hopwood left the meeting.

203/16 **Minutes, Highway & Streetscene Committee Meeting 26th September, 2016:**

a) **Resolved:** *The Minutes of the Highway & Streetscene Committee Meeting held 26th September, 2016 were formally approved by the Council and signed by the Chairman as a correct record with the following amendment:*
Min.183/16a) – sentence “The westerly direction had markings in the left hand carriageway directing traffic into the Town and the right hand carriageway directing traffic straight ahead to join the A350 on the other side of the roundabout.” reworded to read “Approaching from a westerly direction there are now markings in the left hand carriageway directing traffic into the Town and the right hand carriageway directing traffic straight ahead to join the A350 on the other side of the roundabout”.

b) **Resolved:** *The Recommendations detailed in Min.179/16a), Min.181/16a), Min.181/16b), Min.182/16b)1), Min.182/16b)2), Min.183/16b), Min.184/16b), Min.184/16d)1), Min.184/16d)2), Min.185/16a) and Min.185/16c) were formally approved.*

The Clerk reported that Mr. Sparkles had done a fantastic job cleaning the bus shelters in the parish and she had reported this on social media.

204/16 **Finance:**

a) **National Minimum Wage Increase:** As of the 1st October the National Minimum Wage hourly rates increased. This will affect the hourly rate for the Parish Apprentice position. Cllr. J. Chivers requested that at the next Staffing meeting the Committee consider raising the rate of pay for any staff member currently on the minimum wage. **Resolved:** *The hourly rate for the position of Parish Apprentice to be increased to £3.40 to take effect from the 1st October, 2016.*

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

Paying in reference	Income Details	Amount £
Statement 3	Trowbridge Town F.C.	£80.00
500112	Allotment Rents	£175.00
Statement 3	Allotment Rent - Parker	£25.00
500113	Allotment Rents	£250.00
500114	Foresters Arms F.C. - Football matches	£150.00
500115	Allotment Rents	£137.50
Statement 3	Precept & Grant - 2nd Instalment	£110,598.78
Statement 3	Allotment Rent - Handy	£25.00
Statement 3	Allotment Rent - Grubb	£25.00
Total		£111,466.28

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

Chq	Payee	Payment Details	Net £	VAT £	Gross £
DD	EON	Inv H13567D662 - Bowerhill Gas 26 July - 15 Aug	£12.14	£0.61	£12.75
DD	EON	Inv H13567D242 - Bowerhill Electricity 28 Jul to 15 Aug	£28.59	£1.43	£30.02
DD	British Telecom	Inv SS83468179 M015 EZ - Bowerhill Broadband - 1 Sept - 31 Sept	£39.20	£7.84	£47.04
5331	Wiltshire council	Rates - Bowerhill Sports Pavilion - Payments 7 of 10	£47.00	£0.00	£47.00
5332	Total QSR Ltd	Inv 0807QSR Electricity - Crown Chambers -08/08 - 10/09	£17.28	£0.86	£18.14
5333	J Beaven	Inv 1028 - Bowerhill Cleaning - Pavilion 26/08 - 14/09 + Bin bags £0.99	£336.99	£0.00	£336.99
5334	JH Jones & Sons	Inv12428 - Grass cutting - Sept 2016 - Allotments & Beanacre	£121.83	£24.36	£146.19
5335	JH Jones & Sons	Inv 12429 - Grass cutting - Sept 2016 - Bowerhill	£357.92	£71.58	£429.50
5336	Suez	Legionella Risk Assessment	£795.00	£159.00	£954.00
5337	Came & Company	Inv 23682035 - addition of 3 x playgrounds: Kestrel Ct, Berryfield & Hornchurch	£374.62	£0.00	£374.62
5338	Kennet Sign & Display Ltd	Inv 8999 - 1 x defib sign	£38.00	£7.60	£45.60
5339	Denmans Electrical Wholesalers	Inv 413731215 Antisurge extension lead - SID charging & cable ties	£15.32	£3.06	£18.38
5340	Information Commissioner	ICO - Database Protection	£35.00	£0.00	£35.00

5341	Playsafety Ltd	Inv 025497 - Annual playground inspection: 6 x £66.50 + EO 9 x £3.50	£430.50	£86.10	£516.60
5342	Viking	Inv 488941 - Stamps @ £119, pads, lam pouch @ £31.98 less £5 voucher	£145.98	£5.40	£151.38
5343	The Consortium	Inv B4032854 copier paper, smart stand, HD refuse sacks,	£91.04	£18.22	£109.26
5344	Wiltshire Council	Inv 90261212 Employer/Apprentice Contribution Fee	£250.00	£0.00	£250.00
5345	Radcliffe Fire Protection	Inv 3700 - 6 monthly inspection - emergency lighting & fire alarm	£90.00	£18.00	£108.00
5346	Tollgate Security Ltd	Inv 36606 - Renewal of maintenance & monitoring of Alarm system & GSM 1/10 - 30/09	£630.00	£126.00	£756.00
5347	Avon IT Systems	Inv 1566 - Computer, installation & software	£513.00	£102.60	£615.60
5348	Melksham Town Council	Inv MISC/31/16/17 Neighbourhood Plan	£91.35	£0.00	£91.35
5349	Whitley Reading Rooms	Hall Hire 13th Sept	£14.00	£0.00	£14.00
TOTAL			£4,474.76	£632.66	£5,107.42

Salaries:

5350	Elaine Cranton	Office Cleaning - Aug 17 to Sept 28			
5351	Terry Cole	Wages 20/08 - 17/09 & travel allowance £47.50 & mileage £66.60			
5352	Sharon Newton	Oct Salary			
5353	Jo Eccleston	Oct Salary & 25 hrs extra hours			
5354	Teresa Strange	Oct Salary & 70.5 hrs extra hours & mileage £20.25 & expenses £67.22			
5355	Marianne Rossi	Oct Salary & 7 extra hours			
			Salaries		£4,690.71
5356	Wiltshire Pension Fund	Oct Superannuation	£1,210.56	£0.00	£1,210.56
5357	HMRC	Oct Income Tax & NI liability	£1,289.06	£0.00	£1,289.06
TOTAL			£11,665.09	£632.66	£12,297.75

The Clerk reported that the Officers had been looking at changing the utility supplier for the gas supply at the Bowerhill Sports Pavilion, however, the Finance Officer had managed to skilfully negotiate a £100 discount from Eon if we remained a customer with them.

205/16 **Financial Correspondence:**

- a) Council Tax Setting Timetable 2017/18:** The Clerk explained that Wiltshire Council had sent a timetable of different dates when potential tax base figures would be given out, but that these would change for those parishes with boundary reviews with the actual confirmation of the tax base not being given until 13th December. She advised that it was a pointless exercise to carry out any work on any information given by Wiltshire Council prior to the 13th December as it would not be accurate. The Finance Committee meeting to be held on the 7th January 2017 to set the precept rate had been set over a year ago, in order to give enough time for the Clerk and the Finance Officer to prepare the documentation for approval at the Full Council on 23rd January 2017. It was noted that the Wiltshire Council deadline date for receipt of Precept Settings was Friday 20th January, and as such the parish Council would be a few days late submitting their figures. This was, however, a yearly occurrence.
- b) Parish/Town Council Boundary Changes Impact on Tax Base:** It was noted that the Parish Council was on the Wiltshire Council list of those Parish Councils affected by the Community Governance Review.
- c) Council Tax Reduction Scheme Consultation:** It was noted that the Council Tax Reduction Scheme, where recipients get a reduction in their council tax rather than benefits, may alter the tax base number. **Resolved:** *The Council note this consultation, but do not respond to it.*
- d) Council Tax Referendum Principles 2017/18:** The Department for Communities and Local Government (DCLG) have published a consultation on local government finance settlement, and within this is a proposal to “cap” the amount that parish and town councils can raise their precept before a referendum would need to be called. The threshold for this would be a Council Tax band D charge of over £75.46 or a total precept of over £500,000. The Parish Council’s current Council Tax band D charge is £68 and its total precept is £221,000. It was noted that some 10 years ago the total precept was approx. £60,000, and that with all the planning applications currently in the pipeline, that this precept figure could significantly rise in the future bringing the council closer to this threshold. The Clerk advised that if a referendum was to be called, due to the number of polling stations in the parish, this would cost in the region of £20,000. She stated that at a recent SLCC (Society for Local Council Clerks) meeting that there had been a lot of discussion on this issue; with town and parish councils taking on devolved services from their Local Authority the capping would effectively prevent them from raising the funds to be able to fund these services and any associated assets. The SLCC, NALC (National Association of Local Councils) and Baroness Jane Scott of Bybrook, OBE, Leader of Wiltshire Council, had urged parish and town councils to respond to this consultation, with Baroness Scott stating that she felt very strongly that capping was unacceptable and would be personally lobbying against it. It was considered counter intuitive for the Government to have an agenda to devolve assets and services to parish and town councils to then cap the precept, and that this did not represent localism or recognise boundary changes. **Recommended:** *The Council respond to this consultation and pass on their objections to this proposal.*

206/16 **External Auditors feedback on Annual Return for 2015/16 :** The Clerk reported that the External Auditor had made no comments in the “cause for concern” box on the External Auditor Certificate and Report 2015/16 Report. They had drawn attention to the fact that last year the Council had given 29 working days for the Notice of Appointment of date for the Exercise of Electors’ Rights for the period 2014/15 and that this must be 20 working days. It was noted that the correct period of time had been given this year.

207/16 **Application for a Multipay Debit Card:** The Clerk reported that Unity Bank had ceased the provision of the Alto Card, a debit charge card for which the Council had previously resolved to set up with a limit of £500. This is now being replaced with a multipay card, which is a debit charge card, however, the officers spotted that this card is linked to Lloyds Bank. The object of opening the Unity Bank account was not to just have online banking facilities, but also to ensure the the Council did not exceed the limit of £75,000 in each account for monies to be covered by the Financial Compensation Scheme. The Clerk reported that Unity Bank had assured her that it was only the card that had links to Lloyds bank, not the account, however, she wished to make further checks that this information was accurate prior to any application for the Multipay Debit Card. There also was more sense to apply for the Multipay Debit Card direct with Lloyds Bank who the Council already bank with.

208/16 **Assets:**

- a) **Adding SID (Speed Indicator Device) to Council Insurance:** The Clerk reported that it would cost an additional £14.17 per year to add the SID to the Council's Insurance Policy and that this would cover its use outside of the parish. It was noted that Melksham Without appeared to have become the lead council on the shared use and schedule of the SID. **Resolved:** *The Parish Council add the SID to its insurance policy at a cost of £14.17 for the year.*
- b) **Potential Future Grasscutting Contract with Atworth Parish Council:** The Council had received a request from Atworth Parish Council to consider having a joint grasscutting contract when it was next due for renewal it an effort to improve economies. There was concern that this could cause logistical complications, a negative impact on service availability and additional administrative work for the officers which would outweigh any potential savings benefit. **Resolved:** *The Council respond to Atwoth Parish Council stating that its grasscutting contract is in place until March 2017, and as such suggest that Atworth Parish Council undertake their own grass cutting contract.*
- c) **Purchase of Torches:** It had been resolved at the Full Council meeting on 25th July, 2016 under Min.113/16)4), that solar powered lights could be bought to be erected on the outside of Crown House for the pupose of emergency evacuation from Crown Chambers. It was noted that Crown House have a "no ladder" policy and that any erection of lights on the side of their building would require a cherry picker. However, the Clerk had subsequently been advised by Alex Goodhind of Kan Connections that he felt that solar powered lights were not reliable enough to be used for such a pupose. Total QSR had agreed to install a powerful external light on the rear of the building that would illuminate the whole of the rear courtyard. After further investigation the Clerk advised that as there is a maximum limit of 30 people permitted to attend meetings at Crown Chambers due to the size of the room, that the Council purchase 30 x LED torches to be available in reception for all evening meetings to be used in the case of emergency evacuation via Crown House. **Resolved:** *The Council purchase 30 x Duracell STL3 torches @ £140.70 incl VAT.*
- d) **Replacement Notice Board for Whitley Reading Rooms:** It was noted that the Notice Board at Whitley Reading Rooms was now beyond repair. A quotation for its replacement had been received at £489.00, including delivery. Cllr. Mills reported that the notice board at the Pilot pub was also in a poor state of repair and requested that this was the next one to be replaced. **Resolved: 1.** *The notice board at Whitley Reading Rooms to be replaced at a cost of £349.00, plus the shaped Melksham*

Without Parish Council header at £55.00 and delivery at £85.00, total cost of £489.00, all excluding VAT. 2. The notice board at the Pilot pub to also be replaced

- e) **Council Representatives for Shaw Playing Field Improvement Committee:** Parish Officer Jo Eccleston and Cllr. Ian Tait had been nominated to represent the Parish Council on this Committee. **Resolved:** *Parish Officer Jo Eccleston and Cllr. Ian Tait to be the Parish Council representatives on the Shaw Playing Field Improvement Committee.*
- f) **Future Use of Former George Ward Playing Fields:** The Council noted a response from CAWS (Community Action Whitley Shaw) with regard to the potential future use of this land, which states that they feel residents of Shaw and Whitley would benefit from the area becoming a community asset. They support any ideas that encourage multiple use of the fields and would like to link this to one of their core objectives, which is to get a footpath across the fields to the school in order that children do not need to use the footpath along the busy A365, Bath Road. The Council felt that there could be significant difficulties in providing such a footpath; not only would any landowner have to agree to the use of this land, which does not have a designated public footpath across it, but past experience with trying to get a footpath to the rear of Melksham Oak School highlighted the issue that any footway providing access to Shaw Primary School would need to have lighting. There were additional concerns that footpaths around these fields would create a countryside walk for residents of Dunch Lane and the new George Ward Gardens, with accompanying dog fouling issues and that any provision made for the use of these fields should benefit residents of the parish. The Council had previously felt that if a car park could not be provided by the developer then they would be reluctant to take on the land as it would be difficult for residents of the parish to use without somewhere to park their cars. This had also brought about concerns that any car park provided for Melksham Without residents would be used by local residents to alleviate on street parking issues in the area. A suggestion had been made that the land was used for allotments as this would bring in revenue to allow for its maintenance and would enable control of any potential car park. Other ideas mused were the provision of an area designated to a community orchard and a wild flower meadow which could be mowed once a year. It was noted that residents of Shaw and Whitley, currently on the Council's allotment waiting list, had requested an allotment site on that side of the parish. The Clerk advised that the three playing fields, two of which were in the parish, had now been designated by Wiltshire Council as Public Open Space. **Resolved: 1.** *The Council reply to the developer stating that they wish to take on the Public Open Space which falls within the boundary of the Parish Council, namely two of the three fields. 2. The Council pursue the possibility of the developer providing a car park for the use of parishioners. 3. The Council investigate using this area of Public Open Space to provide allotments, a community orchard, a wild flower meadow and fencing to protect this land.*

Members of the public left the meeting.

- g) **Damage at Bowerhill Sports Field and Pavilion:** The Clerk reported that a light had been smashed on the verandah at the Bowerhill Sports Pavilion. CCTV footage had revealed that it was children associated with Melksham Town Youth, who had been playing a match on the Sports Field and using the toilets, however, they had not booked or paid to do so. She had spoken to the overall manager of the Melksham Youth Teams who had apologised and said that they would pay for the broken light and the booking fee for the use of the Sports Field and Pavilion toilets. It

was noted that due to the delay in the opening of the new Rugby and Football Club, that the Melksham Youth Teams would still continue with their match bookings for the Sports Field.

h) Commencement of devolved Service for Berryfield and Kestrel Court Play

Areas: It was noted that the leases for Berryfield Play Area and Kestrel Court Play Area had now been signed and that as of 30th September 2016 the Parish Council now had the devolved service. The Clerk reported that she had not yet ordered the additional equipment and upgrade works for these play areas as she was awaiting confirmation of the s106 funding from Wiltshire Council.

209/16 **Community Wellbeing:**

- a) Nomination of a Community Asset:** Whitley Post Office was currently closed due to illness and it had been suggested that the Post Office and Stores was listed as a community asset. Cllr. J. Chivers was completely opposed to this idea. The Clerk explained that listing a business as a community asset merely gave the community a 6 week window to explore the possibility of trying to organise taking on that business prior to it going on the open market, however, there was still the requirement for any organisation or group to negotiate with the owner any potential sale price. It did not signify that the current owner would not get the market value or that they could not sell it to anyone else after the 6 weeks. **Resolved:** *The Council defer any decision on this issue for a month in order that the current owners can be spoken to, and further investigation work into the process of community assets can be carried out. Cllr. J. Chivers wished her vote against this resolution to be recorded.*
- b) Joint Flood Feedback Meeting, to be held 13th October:** The date of this joint flood feedback meeting, following the well attended meeting in October 2014, with CAWS (Community Action Whitley Shaw) Community Emergency Group at Shaw School was noted.
- c) Area Board Agenda Item – “Support for Community Activities/Groups:** The Parish Council were happy to support the Area Board in trying to understand and identifying ways that community groups and organisations, particularly for the elderly, can be supported.
- d) Best Kept Village Competition:** The Council noted the judges comments on the individual villages in the Best Kept Village Competition; these will be forwarded on the relevant community action groups.
- e) Defibrillator Training Sessions:** The training sessions held so far had gone well, but attendance had varied, with some sessions receiving a good turn out and others a poor one. The dates of the last two sessions, Friday 18th November, 7.00pm at St. Barnabas Church and Wednesday 7th December, 7.00pm at Bowerhill Village Hall, were noted.

- 210/16 **Update on Outstanding Freedom of Information Request:** The Clerk reported that she had not reported Wiltshire Council to the Information Commissioners Office, as per Min.168/16)1), as a response had been received the day after the last Full Council meeting. Additionally, as per Min.168/16)2), she felt that Wiltshire Council’s response had been accurate as the question that the Parish Council had actually asked was how much had been spent on the “revised” Campus Plans, not the Campus Plans in their entirety, as such she had not sent further correspondence.

The next two items were held in Committee and there were no members of the public present.

211/16C Insurance Claim: The outcome of the insurance claim against the Council was noted. The Council's current insurers had been notified about the result of this claim, which had been made against the Council's previous insurance company, but had stated that due to its historic nature it would not affect the current policy.

The Parish Apprentice, Miss Marianne Rossi, left the room whilst the next agenda item was discussed.

212/16C Length of Contract for New Employee: The Clerk reported that the advertisement for the position of Parish Apprentice had stated that the contract would be for 12-15 months. Following a meeting with the Assessor from Learning in Wiltshire, the apprenticeship provider, the Clerk now advised that the contract period be extended to 18 months. **Resolved:** *The contract for the position of Parish Apprentice be extended to a period of 18 months, to finish on 31st March 2018.*

Meeting closed at 9.58pm

Chairman, 14th November, 2016