

JANUARY 2007

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 16 JANUARY 2007

Present: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Messrs: Sincock, Hillier, Reynolds

Apologies: Mrs Gross, Mr Bond, Mr Cundick, Mr Rockey, Mr Lewis, Mr Amin, C.Cllr Davis, D.Cllr Newbury

The chairman opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

PUBLIC PARTICIPATION

There was none.

DECLARATIONS OF INTEREST

There were none.

PLANNING

1. Application by Mr. & Mrs Fenton for alterations and extension, demolition of sundry outbuildings, construction of ground floor extension and first floor extension (over footprint of existing accommodation) and internal works of repair/improvement at 72 High Street. No objections.

2. Permission to:

- A) Mr&Mrs Phayre for single-storey extension to form garden room at South Lodge, Heytesbury Park.
- B) Mr Murray for pruning, deadwooding and crown reduction of ash at Crofters, Little London.
- C) Mrs Stephenson for loft conversion including 2 eyebrow windows and construction of ground floor garden room.
- D) Mrs Downes to prune willow at Mill St.Cottage.

MATTERS ARISING FROM THE MINUTES

1. Cotley Hill Shoot

Defence Estates replied to the PC's concerns by quoting the Countryside Code regarding dogs and guidelines on shoot activities. The electric fences had been removed because of interference with military training. They were unaware of any signs being removed and the shoot organisers had stated that they would welcome more signs to further clarify footpath routes. The chairman had spoken to the Commandant as the PC's comments had not all been addressed and she was unhappy with the tone of the letter. The shoot organisers, Mr

Harley and Mr Eliot, would attend the February meeting to address concerns. Cllr Sincock offered to meet them on site if it was deemed helpful.

2. **Flytipping**

Cllr Bennett-Shaw reported that the Imber Road triangle area had not been cleared and, as there was still rubbish at the Cotley Hill roundabout, the clerk would report both to Clarence.

3. **Travellers at Park Street**

The travellers had departed and dragons teeth erected, but the rubbish remained. WCC had told Cllr Sincock that the site would be cleared and he would remind them that it had not been done.

CORRESPONDENCE

1. **WWDC:**

A) monthly members' supplement sheet.

B) Corporate Plan 2006-2010.

C) Info sheets on Local Government Reorganisation White Paper - given to Cllrs for comment. Also presentation notes on the subject from the November WWDC meeting.

2. **WCC:**

A) Wilts Minerals and Waste Planning - passed to Cllr Reynolds.

B) Transport Times and Telegraph - passed to the PO .

C) Emergency Planning handbook.

3. WALC literature.

4. ARC Theatre, Wilts Music Centre and In Focus info - all passed to the PO.

5. SPLASH donation appeal: £25 was agreed.

6. Warminster and Villages Community Partnership newsletters - passed to the PO.

7. M&G Accumulation Account: £1472.03 transferred in the period 1 August - 31 October 2006 . Charity Commission News.

8. Letter from Mrs Wesley to the PN expressed disagreement with the PC's stance on wildlife and on Griffin 's use of the High Street and the fact that the chairman's name was unpublished. The chairman pointed out that her name could be placed in the PN, care of the HHS tel.no. as her personal no. was ex-directory. The monthly article was written as an "independent view", loosely based on the minutes, but also seeking to entertain. Cllr Bennett-Shaw agreed to reply along these lines.

9. Cllr Gross reported (via email from Kay Norris) that WWDC had returned the village hall planning application for resubmission with an ecological survey, a tree survey and a travel plan. The first two had been done and the travel plan would be done this week and

the application resubmitted. Cllr Sincock had been told by 2 people surveying the trees on the site that they were in good order.

10. Mr Hutton of Chapel Road reported by letter that on 18 December, commissioned by WWHSociety, work had begun to reduce the height of the 6 lime trees in the High Street, outside Glebelands. He had asked the foreman if his 2 trees could be included, but when he mentioned planning permission, after making enquiries the team packed up and left, having trimmed only 2 trees. Mr Hutton spoke to Chris Kirk of WWDC planning, who was unable to discuss the implications at that stage but agreed to contact him once enquiries were completed.

PUBLIC PARTICIPATION: TIME ALLOCATION

The chairman reported that Cllr Gross was unhappy that the public had been allowed to speak for such a long time at the November meeting (re travellers). Town and District Councils allowed members of the public to speak for only 3 minutes, with no ensuing discussion. The chairman felt that it was important to allow parishioners to express their views on contentious issues in order to satisfy them that Cllrs had listened to and understood their concerns. Cllr Sincock agreed and suggested that it would suffice if the chairman asked the public to keep their comments brief and to the point and to remind them to finish if necessary. Members agreed, therefore a time allocation would not be imposed.

ITEMS FOR REPORT

1. Cllr Bennett-Shaw reported that:
 - A) there had been a burglary in Newtown .
 - B) photos of the untidy recycling site would be published in the PN. Cllr Sincock said that the Steward had recently tidied it.
2. Cllr Sincock said that:
 - A) the Steward had done an excellent job and asked that he be advised of relevant tasks to be done on a monthly basis. The Steward would report the usual Mill Farm road flooding to WCC, although he pointed out that little could be done as the fields were on a higher level than the road.
 - B) he had been told by flood wardens that the whole of Salisbury Plain was at flood risk. He had advised them that Heytesbury had no such problems as the water meadows worked well.

After signing the following cheques, the chairman closed the meeting at 7.55pm.

Cheques: clerk's salary: £207.76

SPLASH: £25 (S.137)

INTERIM PLANNING MEETING JANUARY 2007

INTERIM PLANNING MEETING HELD AT THE POST OFFICE AT 1pm ON WEDNESDAY 31 JANUARY 2007

Present: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Mrs Gross, Messrs Bond, Hillier, Reynolds, Rockey

Apologies: Messrs Sincock, Lewis, Cundick, Amin

DECLARATIONS OF INTEREST

Cllrs Bennett-Shaw and Bond declared a personal interest in application 1.

Applications by:

1. Heytesbury Village Hall Committee for new village hall and 12 new dwellings. Following inspection and discussion of the plans and supporting documents, it was agreed that the clerk respond to WWDC thus:

The PC must support the majority view of the village, which voted for the proposal with a very small majority ie. 63.44% turnout with 65.37% in favour of the plans. However, the PC requests that the following observations be taken into account:

- A. There is no mains sewage system in the village and the allocated sum of £25,000 would be insufficient for provision of a biodisc or similar system which would be required. WWHS recently installed a new system at a cost of £250,000.
- B. The PC is very concerned that no precedent is set for any future development as this area is outside the Village Policy Limit. Watertight restrictions for any future development must be imposed.
- C. The PC do not wish to see the removal of any protected trees.
- D. The PC suggests that an archaeologist is on site at the appropriate stages in order to ensure preservation of anything of value and significance.

2. Mr&Mrs Fenton for alterations and ground and first floor extensions at 72 High Street - revised plans. Members had approved the original plans and again agreed that they had no objections. A letter of objection from Maj.Howard-Vyse of 74 High Street pointed out that he and the owner of 73 High Street would suffer from loss of light; they had written letters of objection to WWDC. The clerk to contact Maj.Howard-Vyse.

The chairman closed the meeting at 1.45pm.

FEBRUARY 2007

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH
COUNCIL HELD IN THE PORTAKABIN ON 27 FEBRUARY 2007**

Present: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Mrs Gross, Messrs: Hillier, Reynolds, Amin, Bond, C.Cllr Davis, 3 members of the public

Apologies: Messrs Sincock, Lewis, Cundick, Rockey, D.Cllr Newbury

The chairman opened the meeting at 7.15pm by welcoming Mr Eliot of Cotley Hill shoot. She outlined items of concern ie. Parishioners in the Cotley Hill area had reportedly been stopped by the gamekeeper and upset by him for various reasons. He had insinuated that he belonged to the Army shoot, told them that they were on forbidden areas and accused one person of allowing their animal to kill birds. Mr Eliot replied that he had not witnessed such incidents and nothing would have been said if people were on the footpath. Many had hunting dogs which should not be allowed to roam. He said that the number of birds would be the same this year with the cover crop moved to the other side of the field at the top side of Cotley wood, with electric fencing other than on the footpath. Lt.Col. de Foubert pointed out that, in the interests of diversification, MoD had licensed the farmer, who decided where to plant the cover crop etc. Dogs should be kept under control and when off lead owners should be able to call them back. Mr Andrews said that warning of the shoot would be helpful in an area so heavily used by the public. Mr Eliot replied that he may erect signs when shooting. The chairman emphasised that co-operation and communication between all parties was essential in order to avoid future incidents and ensure harmony. Info in the PN would also be helpful.

She thanked the speakers for attending.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

PUBLIC PARTICIPATION

Marcia Girard spoke of her concerns regarding the proposed village hall and associated housing. She also asked for better communication within the village community.

DECLARATIONS OF INTEREST

There were none.

PLANNING

1. Application withdrawn by Mr. & Mrs Fenton for alterations and extension, demolition of sundry outbuildings, construction of ground floor extension and first floor extension (over footprint of existing accommodation) and internal works of repair/improvement at 72 High Street. Julian Woodhouse, a neighbour, had emailed his objections to the PC.

2. Permission to:

A) Mr&Mrs Ford for demolition of sectional bungalow and construction of new replacement dwelling at Harcourt, Mill Street .

- B) Boon for works to acers and hedge at Peveril, Newtown - no TPO.
 - C) Mrs Fenton to fell 3 cypress trees at 72 High Street - no TPO.
 - D) demolition of rear first-floor extension and outbuildings, external and internal alterations to form 1 2-bedroom and 1 3-bedroom cottage at 42 High Street .
3. Applications by:
- A) Mr Osborne for deadwooding and crown reduction of 3 limes at Manor Lodge, Tytherngton. No objections.
 - B) Mr Hutton to crown thin 2 limes at Orchard House, Chapel Road. No objections.
4. Permission to Mr Tubbs of Holm Oak, Newtown , for removal of holm oak. A replacement tree must be planted.
5. Felling of 3 ash trees at Rose Cottage, Little London - WWDC decided that a TPO would not be imposed and the trees could be felled.

MATTERS ARISING FROM THE MINUTES

1. Travellers at Park Street

C.Cllr Davis warned that the dragon's teeth may not be permanent.

2. Flytipping

Cllr Bennett-Shaw reported that the Imber Road triangle area had not been cleared and, as there was still rubbish at the Cotley Hill roundabout, the clerk would report both to WWDC again.

CORRESPONDENCE

1. WWDC:
- A) monthly members' supplement sheet.
 - B) election costs info.
 - C) the developers of Griffins garage site had suggested "Griffins Mews" or "Griffins" as a street name. The clerk to advise WWDC that members would prefer the site to be named " Mantles Court " .
 - D) Scrutiny committee meeting 28 February.
 - E) Review of Consent Street Trading arrangements.
 - F) Proposed Dog Control Orders - to be placed on the noticeboard.
 - G) Info on changes to green bin collections and recycling booklets - to be placed in the PO.

2. **WCC:**
 - A) Notice of reconstruction of Heytesbury Lodge bridge, Park Lane , in August 2007, when the road would be temporarily closed. WCC would contact the PC when more details had been finalised.
 - B) Proposal to reorganise the Registration service in Wiltshire - the status of Warminster would be changed to that of an outstation.
3. WALC literature, Wilts Wildlife and Rural Arts info - passed to the PO.
4. Volunteer Centre - poster displayed on the noticeboard.
5. Thanks for SPLASH donation.
6. Appointment of Mazars as external auditor.
7. M&G Accumulation Account statement: £96,882.34 as at 31 December 2006.
8. Best Kept Village competition - info to be passed to Cllr Sincock for Tytherington.
9. Village hall emails from Colin Reeves and Anthony Wilson, to which the chairman had replied, and from Kay Norris, which stated that they had received a quote of £17,000 for a treatment plant, plus installation costs.
10. Consultation on amendments to the Model Code of Conduct.
11. Info on Parish and Town Council elections.
12. Postwatch consultation - it was agreed that Cllr Hillier complete this and return it to the clerk for posting.
13. Invoice for £48 from Robert Pulvertaft for updating and maintenance of website - agreed to pay.

BANK FIGURES

The clerk reported that, as at end January 2007, the current account stood at £4764.29 and the deposit account at £1158.46.

SCHOOL CROSSING

Cllr Bennett-Shaw said that recently a child had nearly been knocked over. The chairman replied that car parking on both sides of the road did not help safe crossing. C.Cllr Davis offered to pursue the case for a crossing, or at least for school road markings.

ITEMS FOR REPORT

1. Cllr Bennett-Shaw reported that:
 - A) litter was a problem and asked for a clean-up Saturday. It was agreed that she and Cllr Gross organise a dedicated day after Easter. Cllr Gross to contact WWDC regarding equipment and health and safety advice.

- B) the 30mph sign near the river bridge on Tytherington Road needed to be replaced. The clerk to contact WCC.
- C) the surface of footpath 10 (from Tytherington Road) was broken up and overgrown by the hedge and brambles. As WCC had originally surfaced the path, the clerk to ask RoW to resurface it and to trim the hedge.
- D) asked C.Cllr Davis if WCC intended to turn off streetlights after midnight , to which he replied in the negative.

2. Cllr Reynolds asked that:

- A) correspondence be further filtered at meetings. It was agreed that only that which required discussion and/or decisions be brought up and the remainder listed and available for perusal at the meetings.
- B) the PC request that the owner of the pickup truck habitually parked in the High Street near the Little London turning and opposite Greenlands park it elsewhere for reasons of safety. He had already been verbally asked, but nothing had been done and several people had nearly driven into the back of it. The clerk to write to Mrs Bowen of Westlands.

3. C.Cllr Davis reported that the parish stewards would take on additional tasks in the summer, eg. Weeding pavements.

After signing the following cheques, the chairman closed the meeting at 8.55pm

Cheques: clerk's salary: £207.76

Robert Pulvertaft: £48

MARCH 2007

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 27 MARCH 2007

Present: Mrs Hicketts (chairman), Messrs: Sincock, Hillier, Reynolds, Lewis, Bond, Cundick, Rockey, C.Cllr Davis, 1 member of the public.

Apologies: Rev.Bennett-Shaw, Mrs Gross, Messrs Amin, D.Cllr Newbury

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

PUBLIC PARTICIPATION

There was none

DECLARATIONS OF INTEREST

Cllr Sincock declared a personal interest in planning item 2E, as did Cllr Rockey in item 2D.

PC Martin Faulkner

The chairman welcomed PC Faulkner, who introduced himself as the local beat manager, following reorganization at Warminster station. Beat officers were dedicated to rural areas. He and PCSO Shearing would deal with villages in this parish, as well as neighbouring villages. In order to gain knowledge of villagers' priorities, which would be addressed by a multi-agency approach, a questionnaire would be distributed shortly. Cllr Hillier agreed to provide a box in the PO for responses. PC Faulkner would publicise his mobile phone number when he was given one and this would be placed in the Parish News. He hoped to have a visible presence, would speak to WWDC about the flytipping problem and would also arrange for a radar gun to assess speeding. C.Cllr Davis would try to obtain speed camera signs.

The chairman thanked PC Faulkner for attending.

PLANNING

1. Permission to Mr Osborne for deadwooding and crown reduction of 3 lime trees at Manor Lodge, Tytherington.
2. Applications by:
 - A) Mr&Mrs Venning for ground floor construction, reconstruction of flat roof and internal alterations at Little House, High St. No objections.
 - B) Mr&Mrs Gates to install LPG storage tank underground within front garden of property and pipework to supply central heating/cooker. No objections.
 - C) Mr&Mrs Fenton for demolition of attached outbuildings and construction of garden room extension at 72 High Street. No objections.
 - D) Mr Dealty for vehicular access, drive and detached garage at 50 High St. No objections.

- E) Mr Katon for crown raising beech tree at land adjacent to River House, Mill St. Members objected as the tree concerned was not situated at the applicant's address and the PC had not been informed if the property owner had agreed. The reason for the application was insufficient and a tree surgeon's report should be obtained.

MATTERS ARISING FROM THE MINUTES

1. Travellers at Park Street.

Cllr Sincock expressed concern that the dragon's teeth may not be permanent. C.Cllr Davis explained that if needed elsewhere, they may be removed.

2. Best Kept Village Competition

Cllr Sincock reported that, due to the more formal and structured nature of the competition, Tytherington had declined to enter.

3. School Crossing

C.Cllr Davis said that WCC had not been forthcoming with provision of zig-zag markings due to budget and consultation restraints. However, WCC had sent 50 copies of travel advice notices for parents to the school, which should devise a travel plan.

4. Footpath 10

The warden reported that there may be a possibility of using this path as a trial for a new product, although there was no guarantee. Meanwhile he would inspect it to see if anything could be done to alleviate the problem. The overgrowth was the responsibility of the landowner, but he would inspect it and take any action needed by WCC.

5. White Pickup Truck

Mrs Bowen had replied that the truck would be parked on the Greenlands side of the High Street in future, however, she warned that building work was due to be carried out, involving builders' vehicles.

CORRESPONDENCE

1. WDC:

- A) monthly members' supplement sheet.
- B) election info and nomination papers for candidates (given to members present)..
- C) corporate peer review - final report.
- D) housing and council tax benefits take-up - notice displayed.
- E) planning info.
- F) neighbourhood policing policy.

2. **WCC:**
 - A) Minerals and Waste Development Framework - consultation on future documents.
 - B) One council for Wiltshire - proposal info.
3. WALC and Community First literature.
4. Kennett D.C. - making places for the future.
5. Co-op Futures info - passed to Cllr Bennett-Shaw.
6. Salisbury Plain game community project - passed to the PO.
7. M&G Accumulation Account : £1,494.37 distributed from 1 November 2006 to 31 January 2007.
8. VAT refund of £2,996.19.

ITEMS FOR REPORT

1. Cllr Sincock reported that:
 - A) the steward scheme was working well. He asked that any tasks be reported to him.
 - B) he would ask Mr Beavers to tidy the recycling site when necessary and as agreed in the budget provision.
2. Cllr Hillier said that Mr&Mrs Addington had repeatedly reported to Clarence that 2 street lights at Cotley roundabout were on for 24 hours. The clerk to contact WCC.
3. Cllr Bond said that, following the recent tragic fatality at the A36/Imber Road junction, the PC should press for some form of safer crossing. Various suggestions were discussed and C.Cllr Davis advised that, although it was a trunk road and the responsibility of the Highways Agency, George Batten of WCC should be contacted in the first instance. It was agreed that the clerk invite him to a PC meeting to discuss the best solution.
4. The chairman said that the entrance to footpath 20 on Imber Road may be used as a vehicular access to the Cotley Hill shoot. The clerk to ask the warden if any access was permitted from the road and if so, what restrictions were in place.
5. C.Cllr Davis reported that:
 - A) he believed that a 30mph speed limit would be imposed in Tytherington within 6 months.
 - B) the WCC Unitary Authority bid had passed the next stage and would be put to consultation at a future date. He asked members to gather views of parishioners.

After signing the following cheques, the chairman closed the meeting at 8.30pm.

Cheques: clerk's salary: £207.76

Post Office Counters: £32

APRIL 2007

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 24 APRIL 2007

Present: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Messrs: Sincock, Reynolds, D.Cllr Newbury

Apologies: Mrs Gross, Messrs Amin, Bond, Lewis, Rockey, Cundick, Hillier, C.Cllr Davis

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

PUBLIC PARTICIPATION

There was none

DECLARATIONS OF INTEREST

There were none.

PLANNING

1. Permission to:
 - A) Mr Hutton for crown thinning 2 lime trees at Orchard House, Chapel Road.
 - B) Mr Katon for crown raising beech tree at land adjacent to River House, Mill St.
2. Applications by:
 - A) Wessex Water for construction of new reservoir adjacent to existing site at Knook. No objections.
 - B) Heytesbury Estate for works to various trees at land adjoining 4-8 Newtown. No objections.
 - C) interim application to which there were no objections: Mr&Mrs Fenton for internal alterations to form bathroom at first-floor and ensuite shower room at second-floor level, with refurbishment including re-roofing, new heating system and rewiring at 72 High Street.

MATTERS ARISING FROM THE MINUTES

1. **Travellers at Park Street.**

Cllr Sincock expressed concern that the dragon's teeth may not be permanent. It was agreed that the clerk ask WCC to provide permanent bollards that are able to be lowered for access by approved parties.

2. **Footpath 20**

The RoW warden had inspected the entrance on Imber Road. The only course of action was to monitor the situation as there were private vehicular rights over this piece of land to access the field. The clerk to reply that Mr&Mrs Guy, the farming tenants, were not happy with other vehicles using this access and that an alternative vehicular access existed further along the road.

3. **Street Naming**

WWDC replied that Royal Mail believed that "Mantles Court" would be confused with "Mantles Lane". The chosen name was "Griffins Mews", with which members were unhappy. D.Cllr Newbury would take up the case with WWDC.

4. **Flytipping**

Neither the area by Cotley Hill roundabout nor the Imber Road grassed triangle had been cleared, therefore D.Cllr Newbury would pursue the matter.

5. **Lights at Roundabout**

Interroute would repair the permanently-on lights only when in the area. It was not a priority as it actually cost more or the same to switch them on and off as to leave them on.

6. **A36/Imber Road Junction**

Mr Batten of WCC had asked Alan Feist, Assistant Director of Planning and Services, to look into the matter. Mr Feist advised the PC to contact the Highways Agency. He would make the HA aware of the PC's concerns when he met with them. Richard Guy wrote to the PC to appeal for a review of the junction, with a copy of his letter to the HA. He also pointed out that had had nothing to do with the Cotley Hill shoot and was against pheasant shooting in principle. The clerk to reply and to write to the HA in Bristol about the safety issues. D.Cllr Newbury would work with C.Cllr Davis to set up a meeting with WCC, along with a PC representative.

CORRESPONDENCE

1. **WWDC:**

- A) Local Govt. reorganization info and notice of consultation event on 23 May 4-7pm at WWDC.
- B) list of candidates duly elected as parish councillors - displayed on the noticeboard.
- C) Leisure and Recreation Development Plan - preferred options and Play Strategy - both passed to Cllr Gross.

2. **WCC:**

- A) Annual area highways presentation on 26 April and community area info booklet - to the PO.
- B) Transport users' surveys - passed to Cllr Bennett-Shaw.

3. Warminster&Villages Partnership newsletter, In Focus info and ARC Theatre booklets - all passed to the PO.
4. Revised Model Code of Conduct.
5. Notice of audit - by 31 August. Members approved the appointment of Auditing Solutions as the internal auditor.
6. Wilts Police Authority wished to recruit custody visitors.
7. Invoices from RJ.Print for £16.82 and WALC for £229.21 - agreed to pay both.

DONATIONS AND RENT

Members agreed to pay Heytesbury Football Club £185 for portakabin rental and donations to Heytesbury Cricket Club: £110; Carers' Support:£25; St.John Ambulance:£25 and Heytesbury PCC for churchyard grasscutting:£300.

NOTICE OF MEETING

The Annual Parish Meeting and AGM would be held on 15 May, as it was election year.

ITEMS FOR REPORT

1. Cllr Bennett-Shaw reported that there was a groundswell of opinion that a parish hall could be made available in part of the church. This would aid community spirit and help retain the continuing presence of the church in the village.
2. Cllr Reynolds expressed concern about low-flying MoD aircraft over residences. The chairman believed that they observed the required height.

After signing the following cheques, the chairman closed the meeting at 8.20pm.

Cheques: clerk's salary: £207.76	WALC:£229.21	St John Ambulance: £25 (S137)
Heytesbury PCC:£300 (S214)	Heytesbury FC:£185	Cricket Club:£110 (S137)
RJ.Print:£16.82	Carers' Support:£25 (S137)	

JUNE 2007

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH
COUNCIL HELD IN THE PORTAKABIN ON 26 JUNE 2007**

Present: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Mrs Perry, Messrs: Sincock, Bond, Reynolds, Lewis, C.Cllr Davis

Apologies: Mr Hillier, D.Cllr Newbury

Absent: Mrs Gross

The chairman opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

DECLARATIONS OF INTEREST

The chairman declared an interest in planning application 2A.

PUBLIC PARTICIPATION

There was none.

PLANNING

1. Permission to:
 - A) Mr&Mrs Fenton for internal alterations to form bathroom at 1st floor and ensuite shower room at 2nd floor level with refurbishment including re-roofing, new heating system and re-wiring at 72 High St.
 - B) Mr Dealtry for vehicular access, drive and detached garage at 50 High St.
 - C) Heytesbury Estate for works to various trees at land adjoining 4-8 Newtown.
 - D) Mr&Mrs Comer for conservatory at rear of 16 Greenlands.
2. Applications by:
 - A) Barbara Oates and Sally Oliver for pedestrian and horse access at land south-east of Westover House, High St. No objections.
 - B) Mr Lawrence to replace UPVC windows with traditional handmade white timber windows at the Estate House, Park St. No objections.
 - C) Mrs Scott to prune, deadwood and crown raise 2 beech trees at Little London Cottage. No objections if the owner has given permission, as the applicant lives in a neighbouring property. Cllr Reynolds to advise the clerk.
 - D) Accident Breakdown Centre for approval of reserved matters for landscaping only. This interim application was dealt with by the planning committee on 20 June and no objections were raised. The clerk had informed WWDC.

MATTERS ARISING FROM THE MINUTES

1. Village Clear-up

Cllr Bennett-Shaw reported that she and Cllr Gross, together with several villagers, had collected litter on 23 June.

2. Website

Cllr Reynolds had spoken to Robert Pulvertaft, who was not happy with the situation. It was decided that the clerk write him a letter of thanks for his support over the years, advising him that a councillor would from now on take the parish website in house. Cllr Perry to check ownership of the domain name and advise the clerk. It was agreed that the site name should include Heytesbury, Imber, Tytherington and Knook. Cllr Perry requested photos for the front page and Cllr Bennett-Shaw offered to provide those of the four churches. Cllr Perry to advise the clerk when to forward the minutes and agendas.

3. Street Naming

Jackie Tucker of WWDC had notified the clerk that Cllr Payne, the portfolio holder and leader of the council, had decided that Griffins Mews was acceptable. Subsequently the chairman had told him of the PC's unanimous objections and the villagers' strong opposition. As he refused to discuss it further, she had spoken to Tim Darcy, WWDC's deputy CEO, thence to D.Cllrs Newbury and Phillips, who had agreed to propose a notice of motion at the next meeting (in September) to request that the decision be reconsidered. D.Cllrs Davis and Mounde also agreed to support the PC, whose reps could attend the meeting. The chairman reported that Tony Griffin had sold the site to the developer with a legal clause to name it after him. C.Cllr Davis advised the PC that planning reasons were needed to support the refusal. The clerk had written to notify Andrew Pate, WWDC CEO, of the notice of motion and to Royal Mail to request that the naming process be placed on hold.

4. Flytipping

As the areas by Cotley Hill roundabout and the Imber Road grassed triangle had not yet been cleared, the clerk to notify D.Cllr Newbury.

5. A36/Imber Road Junction

The Highways Agency confirmed that 2 representatives would attend the July meeting to discuss the safety issues.

CORRESPONDENCE

1. WWDC:

- A) Review of partnership working.
- B) Stronger communities team - info.
- C) Fun in the sun and playful ideas lottery fund - passed to Cllr Gross.
- D) Review of area seminars.

2. **WCC:**
 - A) Info and petition on PO closures - passed to the PO.
 - B) Notice of introduction of a new 30mph speed limit in Tytherington with a new 40mph limit for the remaining section of carriageway between the proposed terminal point and Sutton Veny. The clerk to advise WCC of the PC's agreement.
 - C) The rail bridge on Tytherington Road to be replaced on 20/21 October, with an 8 week road closure in early October. A diversion will be in place and neighbours had been advised.
3. Warminster&Villages newsletter, Wilts Rural Housing Association newsletter, Victim Support Annual Review, WCC waste digesters leaflets and poster - all passed to the PO.
4. M&G Charibond - £1,518.18 distributed from 1 February to 30 April.
5. AONB invitation to field trip on 4 July.
6. Donation thanks from Bobby Van Trust and a donation appeal from Victim Support- £25 agreed.
7. Freedom of Information Act - basic guide.
8. Invoices from:
 - A) Cllr Bond for footpath cutting: £168.75.
 - B) Farnfield&Nicholls: £304.38 in connection with lease of land at Heytesbury School. The chairman also signed the stamp duty land tax form.
 - C) Auditing Solutions Ltd: £129.25. The action plan recommendation responses were agreed ie. The cancelled cheque for £135 had been written back as a negative payment and the annual return amended accordingly and members had agreed at the APM in May 2007 to retain the fidelity guarantee at the current level (risk assessment).

It was agreed to pay all of the above.

9. Revised Code of Conduct booklets and mini-guides were given to all members.

CO-OPTION

Cllr Reynolds proposed Steve Reynolds and Chris Moore. As Mr Moore was not on the Register of Electors, Cllr Reynolds to advise the clerk of his status.

Cllr Bond proposed Derek Hiscock. It was agreed that they invite their candidates to the July meeting.

REGISTER OF INTEREST FORMS

These were completed, signed and returned to the clerk by those in attendance.

DISTRIBUTION OF MINUTES AND AGENDAS

The clerk asked members to express their preference for delivery by paper or email. Most preferred the status quo.

ITEMS FOR REPORT

1. Cllr Bennett-Shaw said that:
 - A) trees overhanging Park Street and near the Jubilee seat needed trimming. Cllr Bond agreed to do so.
 - B) Phil Riggs and Nigel Still were keeping the grass edges of Park Street trimmed. The clerk to write letters of thanks.
 - C) the garage at the front of 12 Knook remained, despite the refusal of the appeal. The Housing Society officer and the EHO had visited the site. The clerk to ask WWDC to enforce the refusal of the appeal.
2. Cllr Sincock said that the parish steward had tidied the recycling site and strimmed the school hedge. In July and September he would complete the painting of the bridges and try to trim the trees overhanging the road leading to Cotley Hill roundabout.
3. Cllr Bond reported that the white line in the middle of the above road had virtually disappeared. The clerk to ask WCC to reinstate it.
4. The chairman had been called by the Rector to discuss the possibility of a parish community room in the church.
5. Cllr Lewis reported that EH had taken so long to agree the tenders for the Blind House that costs had escalated, leaving the project short of £11,500. The architect's fees would also increase. EH would meet on 2 July to discuss further funding; he had been advised it would be looked on favourably, however, it would only be eligible for the same percentage as before, leaving an approximate shortfall of £2300. The clerk pointed out that £3150 remained in the PC's Blind House allocation.

The chairman thanked Cllr Lewis for all his hard work.

After signing the following cheques, the chairman closed the meeting at 8.30pm.

Cheques: clerk's salary: £207.76 D.Bond: £168.75 Farnfield&Nicholls: £304.38
Victim Support:£25 (S137) Auditing Solutions Ltd: £129.25

JULY 2007

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH
COUNCIL HELD IN THE PORTAKABIN ON 31 JULY 2007**

Present: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Mrs Gross, Mrs Perry, Messrs:
Hillier, Bond, Reynolds, C.Cllr Davis

Apologies: Mr Lewis, Brig.Sincock, D.Cllr Newbury

19 members of the public.

The chairman opened the meeting at 7.15pm.

A36

The chairman welcomed Mark Arberry of the Highways Agency and Mr Crawford of their contractor, Interroute. They were aware of the tragic fatal accident and the PC's desire for provision of safety measures at the A36/Imber Road junction. However, budget considerations meant that money was always directed to the worst accident spots and Heytesbury did not appear as a high priority. Mr Arberry said that improvements could be made by provision of double white lines through the junction and signs warning of the junction; these could be in place by August or September. Other possibilities were red surfacing and a pedestrian warning sign – both would be investigated, as would an area suitable for use by a mobile speed camera. The clerk to write to the safety camera partnership to request that cameras be used near the junction.

The chairman thanked Mr Arberry and Mr Crawford for attending.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

DECLARATIONS OF INTEREST

The chairman declared an interest in the football club donation request.

PUBLIC PARTICIPATION

Tony Griffin, members of his family and friends attended to discuss the PC's objections to the naming of part of the proposed housing development in Park Street as Griffins Mews. There was an extended discussion, much of it based on the question of the numbers of villagers who had objected. The chairman said that the PC could only try to represent the views of the village as known by P.Cllrs. She suggested that Mr Griffin and his supporters have a quick consultation and return to the meeting with alternative names, however he did not agree. Stalemate ensued and the chairman said that the PC would decide on names based on historical associations, to be sent to WWDC by the August deadline, whose officer and Leader of the Council would make the final choice.

She thanked the members of the public for attending.

PCSO Kelham reported that Peter Andrews had offered to be the Neighbourhood Watch co-ordinator. Cllr Perry reported a recent incident of threatening behaviour. She and Mrs Girard were willing to print, pay for and distribute police contact info to all households –

PCSO Kelham said that they could liaise on this material, which could be delivered with NW info.

Cllr Gross had to leave the meeting early, before PCSO Kelham had finished speaking, and she was aggrieved that the meeting had overrun due to the amount of time that the chairman had allowed members of the public to speak. The chairman expressed her dismay that a P.Cllr could react in such a way in a meeting and pointed out that it was important to allow the public to express their views on contentious issues in order to satisfy them that P.Cllrs had listened to and understood their concerns (as agreed in minutes of January 2007).

PLANNING

1. Applications by:

- A) Mrs Pearce for demolition of garage and car port, construction of single-storey garage and studio at 37 Chapel Road. No objections.
- B) Ms Booth for erection of 2-storey rear extension at 53 High Street. No objections.
- C) N.Stephenson for felling of lime tree at Bugle Cottage, Mill Street. Members objected as there was no tree surgeon's report to justify the applicant's description of the tree as dangerous.

2. Permission to:

- A) Barbara Oates and Sally Oliver for pedestrian and horse access at land south-east of Westover House, High St.
- B) Mr Lawrence to replace UPVC windows with traditional handmade white timber windows at the Estate House, Park St.
- C) Mrs Scott to prune, deadwood and crown raise 2 beech trees at Little London Cottage.
- D) Mr&Mrs Gates for installation of 1000kg LPG tank underground within front garden of property and pipework to supply central heating/cooker at 3 Cotley Place.

3. Notice of meeting of WWDC planning committee on 2 August, when the application for removal of existing double garage and construction of a detached 3-bed cottage to land at rear of 65 High Street will be discussed. No members were able to attend.

4. Garage at 12 Knook: permission for the second application for a smaller garage at the rear of the property contained condition 1, which stated that the garage should be commenced within 3 years of the date of permission (26 October 2006) and condition 3, which required that the unauthorised garage should be demolished prior to commencement of development of the permitted garage. Other than this requirement, there was no set date for the demolition and removal of the unauthorised garage.

5. Interim applications discussed at the meeting at the PO on 15 August, attended by Cllrs Hicketts, Hillier, Reynolds and Bond: no objections were raised :

- A) residential development for 10 houses – approval of reserved matters for landscaping only at Griffins, Park St.
- B) Malaby Martin Ltd for demolition of existing flat roof extension and erection of 2-storey extension to the north-west and south-west elevations with single-storey conservatory and associated alterations at Berts Cottage, 15 Knook.

MATTERS ARISING FROM THE MINUTES

1. Village Hall

D.Cllr Davis reported that the archaeological survey was awaited.

2. Website

Cllr Perry reported that the PC owned the website but if Mr Pulvertaft wished to keep it he must re-register it in his own name. The clerk to ask him to confirm if he wished to keep it, or if not, the PC would re-register it. She asked for permission to list P.Cllrs on the website – all present agreed and she would ask those not in attendance.

3. Street Naming

As WWDC had decided to review its decision, the PC's suggestions were requested by 26 August. It was agreed that the following be submitted (with historical associations):

Old Forge Close; Anvil Way; Horseshoe Close; Blacksmith Court; Smithy's Corner; Hammer Court; Farrier's Court.

CORRESPONDENCE

1. WWDC:

- A) West Wilts Matters.
- B) Parish representation on Standards Board – application pack.
- C) Fouling of land by dogs Order and Dogs exclusion Order 2007.

2. WCC:

- A) Temporary 3T weight restriction on Tytherington Road: the order to continue until 17 January 2009. Graham Spence of Dyer&Butler, the contractor, would be willing to attend a PC meeting to answer any queries.
- B) Introduction of a new 30mph speed limit in Tytherington with a new 40mph limit for the remaining section of carriageway between the proposed terminal point and Sutton Veny: WCC to advertise the proposal to the public for a 3-week period.

3. Unitary Authority info from the District Councils.

4. WALC literature, Community First info and Bridge House training programme.

5. Donation thanks from Victim Support and info on its formation into a national charity.

6. Wilts Police – “Stay out Stranger” leaflets; Shopmobility leaflets and Co-operative Futures News – all passed to the PO.

7. Wilts Fire&Rescue Service Annual Plan and questionnaire: to be completed and returned by the clerk.

8. Invoices from:

A) Philip Hughes Associates: £712.29 (Blind House project development).

B) Kirsty Rodwell: £440 (historical investigation).

It was agreed to pay both.

EH had increased their grant offer by £9,171 and would issue the revised paperwork for the revised offer of £17,580. The clerk had written to WWDC and the Historic Buildings Trust to ask for grant funding to cover the shortfall of building costs of £2,293 and additional architect’s fees of £972.15. It was possible that the work would commence in September.

9. Standards Board bulletin.

10. Salisbury&S.Wilts and Health District consultation – passed to Cllrs Bennett-Shaw and Perry for completion.

11. Funding request from Heytesbury FC towards the cost of new goalposts. The chairman had advised them of other funding sources, however they needed the support of the PC to assist their applications. Cllr Bennett-Shaw proposed, Cllr Bond seconded and it was agreed that £150 be donated (from the playground allocation).

12. Waste and Minerals report – passed to Cllr Reynolds.

ITEMS FOR REPORT

1. Cllr Bennett-Shaw said that:

A) there had been noise very late at night on several occasions from the Angel. The St John administrator had spoken to the manager, who had apologised and promised that it would not be repeated, however there had recently been another noisy occasion until midnight. The chairman advised her to record any further incidents and report back at the next meeting.

B) the surface of footpath 10 from Tytherington Road had deteriorated: the clerk to contact the footpath warden again.

2. C.Cllr Davis stated that the Unitary Authority bid by WCC had been successful. Elections were due to be held in May 2009 and the authority operative by the end of 2009.

After signing the following cheques, the chairman closed the meeting at 9.30pm.

Cheques: clerk’s salary: £207.76
Kirsty Rodwell: £440

Heytesbury FC: £150 (S.137)
Philip Hughes Associates: £712.29

TRUSTEES' MEETING

The clerk reported that, at 30 June 2007, the Raymond Hall Fund stood at £95,294.76. She reminded trustees that general info was available on www.charitycommission.gov.uk.

The meeting closed at 9.33pm.

AUGUST 2007

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 28 AUGUST 2007

Present: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Mrs Perry, Messrs: Hillier, Lewis, Reynolds, C.Cllr Davis

Apologies: Mrs Gross, Mr Bond, D.Cllr Newbury

Absent: Brig.Sincock

The chairman opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

DECLARATIONS OF INTEREST

Cllr Bennett-Shaw declared an interest in planning application 1A.

PUBLIC PARTICIPATION

There was none.

PLANNING

1. Applications by:
 - A) Governor of Heytesbury School for extension to the main hall. No objections.
 - B) Heytesbury Properties Ltd to fell mature leylandii hedge at land to rear of 65 High St. No objections.
 - C) V.Sidford for change of use of 3 agricultural buildings to B2/B8 use at Downlands Church Farm, Tytherington. No objections.

2. Permission to:
 - A) N.Stephenson for felling of lime tree at Bugle Cottage, Mill St.
 - B) Wessex Water for construction of new reservoir adjacent to existing site at Knook.
 - C) demolition of attached outbuildings and construction of replacement extension, reconstruction of existing flat roof to pitched/tiled construction and internal alterations at Little House, High St.
 - D) Heytesbury Properties Ltd for removal of existing double garage and construction of 3-bedroom cottage at land to rear of 65 High St. The report at the meeting held on 2 August stated that there were no objections. The clerk to ask WWDC why the PC's objections and those of neighbours had not been included.

3. Refusal to Mrs J.Pearce for demolition of garage and car port and construction of single-storey garage and studio at 37 Chapel Road.

4. C.Cllr Davis said that the planning dept had recently been reviewed and WWDC were trialling a system to target 90% of applications for delegated powers, with initial site visits by planning officers.

MATTERS ARISING FROM THE MINUTES

1. Salisbury&S.W.Wilts Health District Consultation

Cllrs Bennet-Shaw and Perry had completed and returned the questionnaires.

2. Footpath 10

The footpath warden would inspect the path and action any necessary repairs to keep it safe.

3. Street Naming

WWDC had sent the PC copies of the petition organised by Mr Griffin. Mr Sides had written to the PC to express his support for Griffins Mews. The clerk had replied to WWDC that only an independent survey should be raised, containing other suggestions for naming, rather than a straight yes or no response requirement.

CORRESPONDENCE

1. WWDC:

- A) Re-advertisement of the adoption of the code of conduct.
- B) Parish Forum on 10 October at Trowbridge.
- C) Parliamentary Constituency Boundary Review (did not affect this parish).
- D) Draft statement of Licensing Policy – consultation.

2. WCC:

- A) RoW improvement plan questionnaire – to be completed and returned by the clerk.
- B) Consultation on options for Wilts&Swindon aggregate minerals site allocations.
- C) Local Transport Plan.
- D) Updated parish steward plans – to be passed to Cllr Sincock.
- E) Unitary Authority: info meeting at Trowbridge on 18 October. Cllr Reynolds hoped to attend and would liaise with Cllr Sincock.

3. SW Regional Assembly – public consultation for review of additional pitch requirements for gypsies and travellers (not about specific sites).

4. Warminster&Villages Community Partnership newsletter.
5. Donation thanks from Heytesbury FC.
6. Farnfield&Nicholls sent a copy of the entries on the Land Registry for the lease of land at Heytesbury School.

BANK FIGURES

The clerk reported that, as at 30 July, the current account stood at £9511.37 and the deposit account at £4196.98.

WEBSITE

Cllr Perry gave copies of the proposed display page to members present. Cllrs approved and agreed to their email addresses being published, but not telephone nos. The chairman thanked Cllr Perry.

NEIGHBOURHOOD WATCH

Cllr Perry gave members copies of the non-emergency contact nos. sheets produced by PCSO Kelham, which would be displayed on the noticeboards and the back of the PN.

CO-OPTION

Cllrs had been sent info emails by Mr Prior and Mr Clifford; the chairman read out a letter from Mr Hiscock and an email from Mrs Sturmev.

Mrs Sturmev was proposed by Cllr Hillier and seconded by Cllr Reynolds.

Mr Hiscock was proposed by Cllr Reynolds and seconded by Cllr Hicketts.

Mr Prior was proposed by Cllr Bennett-Shaw and seconded by Cllr Hillier.

Mr Clifford was proposed by Cllr Bennett-Shaw and seconded by Cllr Hicketts.

Mrs Sturmev and Mr Hiscock were duly elected by a show of hands vote.

The clerk to inform the candidates and WWDC.

ITEMS FOR REPORT

1. Cllr Bennett-Shaw said that:
 - A) the garage at Knook had been removed.
 - B) an Southern Electric truck had damaged the railings on the right going towards Tytherington on the bend. The clerk to ask SE to repair the damage.
2. Cllr Lewis reported that:
 - A) a parishioner had complained to him about vehicles speeding through the village.

- B) work on the Blind House would begin on 10 September. Scaffolding would be erected and the ladders removed at night. He had informed the owners of Little London Cottage. EH had issued the revised contract, which the clerk would sign and return. Wilts Historic Buildings Trust did not normally offer grants. The clerk to inform Allianz Cornhill of the building work.

After signing the following cheques, the chairman closed the meeting at 8.20pm.

Cheques: clerk's salary: £207.76

SEPTEMBER 2007

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 25 SEPTEMBER 2007

Present: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Mrs Perry, Mrs Sturmev, Messrs: Hillier, Lewis, Bond, Hiscock, C.Cllr Davis

Apologies: Mrs Gross, Mr Reynolds, Brig.Sincock, D.Cllr Newbury

The chairman opened the meeting at 7.15pm by welcoming the newly-co-opted Cllrs Sturmev and Hiscock.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

DECLARATIONS OF INTEREST

There were none.

PUBLIC PARTICIPATION

There was none.

PLANNING

1. Permission to:
 - A) Governor of Heytesbury School for extension to the main hall.
 - B) Heytesbury Properties Ltd to fell mature leylandii hedge at land to rear of 65 High St.
 - C) V.Sidford for change of use of 3 agricultural buildings to B2/B8 use at Downlands Church Farm, Tytherington.
2. Applications by:
 - A) Mr Haines to fell willow and re-pollard cherry tree at 69A High St. No objections to work to the cherry tree but members would prefer the willow to be pruned rather than felled.
 - B) Mrs Freeland to fell 1 Leylandii and prune 1 willow at Overstream House, Mill St. No objections.
 - C) Interim application: Mr Clough to prune willow at Masters Cottage, Church Terrace. No objections.
3. Refusal to Ms Booth for erection of 2-storey rear extension at 53 High St.

4. Withdrawal of application to demolish existing flat roof extension and erection of 2-storey extension to the NW and SW elevations with single-storey conservatory and associated alterations at Berts Cottage, 15 Knook.

MATTERS ARISING FROM THE MINUTES

1. A36/Imber Road Junction

The Road Safety Camera partnership replied that, although the site did not qualify by the collision or speed criteria, it would qualify as a community concern site. In order to obtain the evidence of high volumes of speeding a fully-automated 7 day survey would be carried out to ascertain whether or not the speed criteria are met, and a site survey to find a suitable location for an enforcement vehicle: if there is no such location which complies with the rules, they would be unable to enforce the limit there irrespective of what the survey results show.

Cllr Perry reported that the flashing sign on Knook Hill was out of order – the clerk to report this to Clarence.

C.Cllr Davis said that the Codford survey had revealed 67,000 vehicle movements in 1 week, of which only 8% were speeding; 4% excessively. The criteria were therefore not met.

2. Website

Cllr Bennett-Shaw congratulated Cllr Perry on the site, to which the chairman added her thanks.

CORRESPONDENCE

1. WWDC:

- A) Meet&Greet/annual parish forum on 18 October at County Hall.
- B) elections for the unitary authority were likely to be held in May 2009. The Electoral Commission would carry out a review of the boundaries for the authority in advance of the elections, therefore the next town and parish elections would be likely in May 2009 or possibly May 2013.
- C) election invoice for £189.72: agreed to pay.

2. WCC:

- A) draft copy of 30mph speed limit order for Tytherington.
- B) temporary closure of part of Tytherington Road from 8 October for an anticipated 8 weeks in order to replace the road over the rail bridge: notice to be displayed. It was agreed that the PN article should publicise the weight limit on the bridge to encourage heavy vehicles to go via Sutton Veny and premises owners to advise their users accordingly, as enforcement was likely.
- C) proposed amendments to footpaths on definitive map – 2 paths to be upgraded to BOATS. Cllr Bond to check the locations and advise the October meeting.

- D) Big Lottery Playful Ideas programme – to be passed to Cllr Gross.
- E) lease of land for playground - £10 rental due: agreed to pay.
- 3. Completion of external audit and invoice from Mazars for £334.88: agreed to pay.
- 4. AONB seminar on 2 October at Dinton village hall.
- 5. Charities Commission annual update form for Raymond Hall fund – the clerk to complete and return.
- 6. Invoice for £125 from Cllr Bond for footpath grasscutting: agreed to pay.
- 7. Charibond distribution: £1542.35 from 1 May to 31 July 2007.
- 8. Passed to the PO: PAWS Menu, grants booklet, Pound event workshops and Salisbury NHS Annual Review.

NEW COUNCILLORS

Cllrs Sturmeay and Hiscock were given the Model Code of Conduct and guidance leaflet and booklet and the Register of Interest forms; to be completed and returned at the October meeting. They signed the Declaration of Acceptance of Office forms and the trustee forms.

ALLOCATION OF RESPONSIBILITIES

The following responsibilities were agreed:

Cllr Hicketts (chairman): army liaison

Cllr Sincock (vice-chairman): emergency planning, parish steward co-ordinator, milestone maintenance, seat and war memorial annual inspections.

Cllr Bennett-Shaw: monitoring of footpaths, grasscutting and verges and recycling area, village clean-up.

Cllr Gross: community planning, playground development.

Cllr Reynolds: Parish News/Journal reports, waste representative.

Cllr Bond: monitoring of footpaths, playground inspections.

Cllr Lewis: booking of tables and chairs, annual Blind House inspection.

Cllr Sturmeay: transport representative.

Cllr Hiscock: health/safety representative

Cllr Perry: website maintenance and co-ordinator, police/Neighbourhood Watch liaison.

ITEMS FOR REPORT

1. Cllr Bennett-Shaw said that:
 - A) PCSO Kelham would advise if a Neighbourhood Watch meeting was needed.
 - B) more wooden dog-fouling notices were needed: the clerk to order some.
2. Cllr Lewis said that work on the Blind House had begun on schedule and EH advice on how to proceed was awaited. It was possible that timber rafters could be used and that a good number of roof tiles could be re-used. The chairman thanked him for all his continued work.
3. Cllr Bond said that:
 - A) the majority of vehicles speeding through the village were driven by local people – to be noted in the PN. Other culprits were delivery drivers.
 - B) the cherry tree by the portakabin needed trimming - the clerk to email Cllr Sincock to ask the parish steward to prune it.
4. Cllr Hiscock said that:
 - A) the Westover House hedge was overgrown – Cllr Bond to contact the new owners.
 - B) he had been asked for dates of shooting on Cotley Hill – the clerk to ask Andrew Eliot for a list for publication.

After signing the following cheques, the chairman closed the meeting at 8.15pm.

Cheques: clerk's salary: £207.76
Mazars: £334.88

WCC: £10
D.Bond: £125

WWDC: £189.72

OCTOBER 2007

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 30 OCTOBER 2007

Present: Brig.Sincock (vice-chairman), Mrs Sturmev, Mrs Perry, Messrs: Hillier, Reynolds, Lewis, Bond, Hiscock, C.Cllr Davis

Apologies: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Mrs Gross, D.Cllr Newbury

Cllr Sincock took the chair and opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

DECLARATIONS OF INTEREST

Cllr Perry declared a personal interest in planning application 1C and Cllr Lewis a personal interest in application 1D.

PUBLIC PARTICIPATION

There was none.

PLANNING

1. Applications by:
 - A) Mrs Pearce for removal of garage roof and car port, construction of infill extension with pitched roof over both (re-application) at 37 Chapel Road. No objections.
 - B) Mr Prior to erect a portable timber store at Bridge House, Tytherington Road. No objections.
 - C) Mr&Mrs Amin for alterations to French doors and windows, ground floor only at 15 Heytesbury Park. No objections.
 - D) Ms Booth for 2-storey rear extension at 53 High Street. No objections, but consideration should be given to ensure adequate sewerage for the additional sanitary facilities and adequate width for the shared right of way (to be moved).
2. Permission to:
 - A) Mr Haines to fell willow and re-pollard cherry tree at 69A High St. No TPO.
 - B) Mrs Freeland to fell 1 Leylandii and prune 1 willow at Overstream House, Mill St. No TPO.
 - C) detached bungalow at land adjoining Coombe Castle, High Street.

- D) demolition of rear first-floor extension and outbuildings, extension and internal alterations to form 1 2-bed and 1 3-bed cottage at 42 High Street.

3. The village hall committee withdrew the application for the new village hall and 12 new houses from the planning meeting held on 25 October. Officers had recommended refusal for a number of reasons. C.Cllr Davis was unaware if the plans would be resubmitted in their current form and application number, in which case the PC's comments would remain in place or subject to changes, in which case the PC would have the opportunity to comment again. Cllr Reynolds believed that it could be necessary to further consult the village.

MATTERS ARISING FROM THE MINUTES

1. Upgrading of Footpaths to BOATS

Cllr Bond had checked the path locations on the OS map and there were no objections to the changes to the paths A) between Boyton and Great Ridge, B) behind Knook Camp and C) behind Downlands Farm, Tytherington.

2. Westover House Hedge

Cllr Bond had ascertained that a contractor had been booked to trim the hedge.

3. Cotley Hill Shoot

As Mr Eliot had not replied to the PC's letter, the clerk had asked Cllr Hicketts to speak to him.

4. Unitary Authority Meeting

Cllrs Sincock and Reynolds had attended the meeting on 18 October at WWDC. Wiltshire Council would be in place by April 2009, although all the District Councils were appealing against the decision. The proposals were to create 20 area boards with 4/5 councillors per board; a total of 98 in the council. The planning element would be streamlined. C.Cllr Davis said that all proposals were only in the planning stage until legislation had been passed. A transitional stage would apply.

5. Blind House

Cllr Lewis reported that the roof had been completed and the scaffolding removed. Repairs to the door and internal bench and some repointing remained to be done. It was agreed to pay the builder's first invoice of £3045.59.

6. Trees near portakabin

Cllr Sincock had pruned the sycamore and would attend to the cherry tree.

CORRESPONDENCE

1. **WWDC:**
 - A) Review of polling districts and stations – Heytesbury was deemed satisfactory.
 - B) Standards Board info.
2. **WCC:**
 - A) Proposal to discontinue Corsley CofE School.
 - B) Consultation of Children and Young People's Plan 2008-2011 – to be passed to Cllr Gross.
 - C) Driving in adverse weather leaflets.
3. Non-native invasive plant training seminar on 29 November.
4. Warminster and Villages Community Partnership newsletter and meeting on 1st November on police consultative groups – passed to Cllr Perry and 14th November on decriminalisation of car parking.
5. defra – ways to tackle climate change booklet.
6. Invoices from: RJ.Print:£50.44, Barry Bligdon:£150, clerk's telephone expenses:£21.30, Playsafety Ltd:£70.50. It was agreed to pay all. Cllr Bond said that the playground report had advised the provision of ownership and dog ban signs and litter bins.
7. Kennet DC Core Strategy Issues consultation.
8. Passed to the PO: Rural Arts leaflets, W.Wilts In Focus, SPLASH newsletters, NRA and Living River newsletters and Hills waste contract Annual Service Review.
9. WALC literature, including info that the PO had divided the UK into 50 areas to be included in an area plan detailing what changes were proposed: each would undergo 6 weeks of public consultation.

ITEMS FOR REPORT

1. Cllr Bennett-Shaw reported that:
 - A) more dog notices were needed – the clerk had subsequently obtained some from WWDC.
 - B) contractors had knocked down the dog waste bin on the Tytherington Road triangle and she asked that it be replaced behind the seat. Cllr Sincock to investigate and report back.
 - C) the bend at Park St and Park Lane would be safer if the Stockbridge House hedge was cut back hard and the white lining repainted. Cllr Sincock would ask the parish steward to cut the hedge (he had obtained the owners' permission) and sweep the leaves. The clerk to contact Clarence for line-

painting. Cllr Hiscock pointed out that the large heaps of horse manure in the road should also be cleared up in the interests of safety – Cllr Bond to speak to the horse owners.

- D) there were large cracks in the High Street opposite The Angel – the clerk to contact Clarence.
- E) complaints had been made about the PC report in the PN. The chairman said that differences of opinion were unavoidable and the consensus of the meeting was that people had also said that the reports were interesting and entertaining and that Cllrs should be more robust in addressing parishioners' comments.

2. Cllr Sincok said that, when the parish steward came in early November, he would ask him to clear areas around the war memorial, church wall and recycling area. Cllr Sincok would also pursue the cutting of the hedge/trees near the roundabout.

After signing the following cheques, the chairman closed the meeting at 8.30pm.

Cheques: clerk's salary: £207.76 clerk's telephone expenses: £21.30 B.Blidon: £150
RJ Print: £50.44 AD Jones: £3045.59 Playsafety Ltd: £70.50

NOVEMBER 2007

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 27 NOVEMBER 2007

Present: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Mrs Sturmeay, Mrs Perry, Mrs Gross, Messrs: Sincock, Hillier, Lewis, Hiscock, C.Cllr Davis, D.Cllr Newbury

Apologies: Mr Bond, Mr Reynolds

The chairman opened the meeting at 7.15pm.

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman.

DECLARATIONS OF INTEREST

There were none.

PUBLIC PARTICIPATION

Antony Wilson, chairman of the village hall committee, said that the plans would be resubmitted, prior to which he and the agent wished to show the revised plans to the PC and to discuss the PC's observations and again after the plans had been submitted to WWDC: to be placed on the agenda for 15 January 2008. The chairman observed that the PC could only support that which the village had agreed and would have to consult the village again should there be any significant changes. Mr Wilson replied that the changes would include highways access and the positioning of the houses.

PLANNING

1. Permission to:
 - A) Mr Prior to erect a portable timber store at Bridge House, Tytherington Road.
 - B) Mr&Mrs Amin for alterations to French doors and windows, ground floor only at 15 Heytesbury Park.
 - C) Heytesbury Properties for removal of existing double garage and construction of detached 3-bed cottage (revised) at land to rear of 65 High St.
 - D) Mr Clough to prune willow at Masters Cottage.
 - E) Accident Breakdown Centre for residential development (approval of reserved matters for landscaping only) at Griffins Ltd.
2. Interim applications:
 - A) Mr&Mrs Wilson for dormer window to rear side roof at Church Farmhouse, Tytherington. No objections.

- B) Mr&Mrs Pease to install play equipment (retrospective) and seating deck at the Red Lion. No objections.
- C) Granville-Chapman to prune beech tree and sumach at Apple Tree Cottage, Newtown. No objections.

MATTERS ARISING FROM THE MINUTES

1. Dog Waste Bin

Cllr Bennett-Shaw reported that the bin at the Tytherington Road grassed triangle had disappeared – the clerk to contact WWDC.

2. Westover House Hedge

Cllr Hiscock asked when the hedge would be cut. It was agreed that, as the contractor had been booked, once it had been cut the clerk would write to thank the owners and to ask that in future they could ensure that the hedge was trimmed before it overhung the pavement, forcing pedestrians into the road.

3. Cotley Hill Shoot

As Mr Eliot had not replied to the PC's request for shoot dates, as agreed at the February PC meeting, the chairman had asked the gamekeeper, who had refused, and Mr Harley, who had said he would email them to her. He had not done so, therefore the clerk would write to him to suggest that, if he was concerned that publishing the dates could alert protestors, an alternative would be to erect signs on the footpaths on the days of the shoot to warn walkers who wished to avoid the sight of birds being slaughtered.

4. Blind House

Invoice from A.D.Jones (the builder) for £10,598.82. The clerk had submitted 2 payment requests to EH, which would enable this invoice to be paid. It was agreed that it could be paid under delegated powers in the interim once funds became available. The clerk had spoken to Andy Jones and EH about the situation. Cllr Lewis reported that the final inspection had been carried out and the snagging items would shortly be attended to in order to complete the project and enable the final invoice to be submitted, minus the 2.5% retention, payable in one year's time. The chairman thanked Cllr Lewis for his dedication to the project.

5. Cherry Tree near portakabin

Cllr Sincock had pruned the cherry tree, for which Cllr Bennett-Shaw thanked him. The steward had cut the overhanging foliage around the ParkSt/ParkLane junction and the white lining would be carried out soon. Overhanging branches at the roundabout were due to be attended to. He asked for tasks for the steward's next visit and members asked that the leaves in the High Street and Chapel Road junction be cleared.

CORRESPONDENCE

1. **WWDC:**
 - A) info re enforcement of section 106 agreements.
2. **WCC:**
 - A) Corporate Plan 2007: available on website.
 - B) Wilts alternative youth sports info.
 - C) Times&Telegraph newsletters and Wilts News: both passed to the PO.
3. Heytesbury Cricket Club – to merge with Sutton Veny CC.
4. Warminster and Villages Community Partnership AGM to be held on 1st December at Dewey House.

CLERK'S SALARY

WALC recommended an increase as from April 2007. It was agreed to accept the increase and to move the salary scale from SCP 22 to SCP 23, giving rise to an increase of £11.42 per month ie. £2630.16 per annum (£2600 was budgeted). The clerk thanked the council.

BANK FIGURES

The clerk reported that, as at 30 October, the current account stood at £6926.20 and the deposit account at £4230.81.

BUDGET PROVISION AND PRECEPT

The budget provision was given to each member present and every likely item of expenditure discussed. Exceptional items included were £1500 for the playground and £200 for litter bins/dog-fouling notices. The chairman proposed, Cllr Sincock seconded and it was agreed that the budget provision be approved and the precept set at £9545.

ITEMS FOR REPORT

1. Cllr Sturmeay said that:
 - A) the wooden chicane at the Knook end of path 8 was difficult to negotiate with pushchairs. The clerk to speak to the RoW warden.
 - B) a large tree was overhanging the end of the path – the clerk to ask Cllr Bond if he could deal with it, if not, she would contact Cllr Sincock so that the steward could attend to it.
2. D.Cllr Newbury reported that 3 of the 4 District Councils were engaged in a legal battle to try to halt the formation of the Unitary Authority. The lawyers advised that the likely outcome would be only to delay the process. Senior officers were seeking alternative employment, resulting in one third of major projects being abandoned. It was likely that

there would be more delegation to planning officers, although there would still be some involvement of elected members in contentious planning applications.

3. C.Cllr Davis reported that:

- A) the Wilts&Dorset X4 bus contract ended in January 2008, coinciding with the introduction of new EU regulations. WCC would not reduce funding on this key route and talks were being held with alternative service providers. WCC were committed to fund the continuation of a service.
- B) The 30mph speed limit signs for Tytherington would be erected soon.
- C) WWDC had agreed to allow the names of living and deceased people when naming streets, but in controversial cases the new policy would allow the local member to make the final decision.

After signing the following cheques, the chairman closed the meeting at 8.35pm.

Cheques: clerk's salary: £518.30 (Nov and Dec and back pay)

Interim payment: A.D.Jones: £10,598.82