

JANUARY 2005

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 18th JANUARY 2005

Present: Mrs Hicketts (chairman), Messrs: Reynolds, Hillier, Sincock, Amin, Bond, Lewis

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

MINUTES OF THE LAST MEETING

The minutes of the last meeting and the planning meeting held on the 15th December were confirmed and signed by the chairman.

PUBLIC PARTICIPATION

There was none.

DECLARATIONS OF INTEREST

There were none.

MATTERS ARISING FROM THE MINUTES

1. Blind House

W C Tiling quoted £5796 plus VAT for the repair, an approx. cost as the state and number of tiles that need replacing will not be precisely known until the work was in progress. The chairman suggested that the clerk send a holding letter (subject to approval by EH and consent by the Secretary of State) stating that the Parish Council wish to proceed when approvals had been given. Money hypothecated for the playground could be drawn upon if necessary and replaced in the next precept, although £3500 for the repair would be available as from the 1st April 2005 and grant applications would be sent to EH and SOLVE (Community First).

CORRESPONDENCE

1. WWDC:

- A) Register of Electors.
- B) External overview committee meeting on Anti Social behaviour 16 March.
- C) Area Seminar 25th Jan.
- D) Corporate Plan.

2. WCC:

- A) Transport Times and Telegraph Newsletter.
- B) Environmental Services Annual Review.

- C) Emergency Planning newsletter and exercise information, which Cllr Sincock had also received.
 - D) Mobile library schedule as from July; St Johns 3 – 3.15pm. and Red Lion 3.20 – 3.35pm. Friday.
 - E) Proposed revised guidance on local 30-mph speed limits: to be passed to Cllr Rocky for information.
 - F) Amendments in national legislation to permit a two- axle vehicle to have a maximum gross weight of upto 18T:17T signs to be changed to 18T weight restriction and WCC would advise PC when changes will occur.
 - G) Planning for minerals leaflet and waste newsletter: to Post Office.
3. Donation thanks from Winged Fellowship and request from SPLASH: £20 agreed.
 4. WALC literature, Community First Info and In Focus.
 5. Wilts Wildlife Trust notification of appointment of new Community Waste Minimisation Officer.
 6. Army Training Estate Annual Report and local liaison information.
 7. Freedom of Information Act: Cllr Reynolds to highlight the salient points on the website, i.e. information was available when requested in writing, stating name and address of applicant and the reason for the request. Costs of photocopying, postage etc would be covered by a small fee.
 8. Guide to Quality Councils.
 9. Charities Commission Fund Information: £1306.40p transferred on 15th Dec 04.
 10. Bawden grasscutting and grounds maintenance services.
 11. Western newspapers asked for a local correspondent and for the Parish News to be sent to them: passed to Cllr Reynolds, who would liase with Cllr Bennet-Shaw.

PLANNING

1. Refusals to:
 - A) Mr & Mrs Waters for the demolition of existing garage, reduction of ground level and construction of a detached house at land adjacent to the Coach House, Mantles Lane.

(copies of objection letters had been sent to PC by Mr Katon and on behalf of Mrs Williams).
 - B) Ms Katon for replacement of 2 windows and 1 door to the south elevation using UPVC to same pattern (retrospective) and installation of ensuite shower room at first floor level (retrospective) at 70 High Street.
2. Notification of planning appeal for separation of 123 Park Lane into 2 residential dwellings.

3. Permission to Lady Granville Chapman to prune a Norway maple and green Beech at Apple Tree Cottage, Newtown (PC request for extension ignored).

4. Applications by:

- A) Trustees of Hospital of St John for replacement of existing underground sewage treatment plant.
- B) Mr Gray for use of 123A Park Lane as a separate semi-detached dwelling.

The clerk to notify WWDC there were no objections to either of the above.

VILLAGE HALL UPDATE.

Cllr Gross supplied report copies for members. The committee had decided to ask for written confirmation of the final plan for 7 detached and 2 semi-detached houses and the village hall of the size specified by the group, by 26th January 05. A solicitor would be asked to check the wording on the covenant. Next meeting 31st January at 7:30pm at the Red Lion.

MEETING PLACE

Cllr Reynolds had suggested meeting in the dining room behind the Red Lion, although WALC had advised against this (see Minutes Sept 04), Cllr Reynolds wished the whole council to discuss it. The chairman pointed out, that despite it being separate from the pub, it would not be private as a door led from the dining room to the kitchen. A change of landlord could lead to the loss of the room or a charge. Also, the football club would lose the present rental income. Members agreed that meetings should therefore remain in the potakabin and that thanks for the offer be passed on to the landlord by Cllr Reynolds.

ITEMS FOR REPORT

1. Cllr Bennett-Shaw stated (via email) that:

- A) dog-fouling was rife again, especially with a dog 'on the loose' in the village.

Cllr Reynolds to mention this in the Parish News.

- B) the hedge opposite St Johns had not yet been trimmed; the clerk had reminded WCC about this.
- C) the log under the bridge to Tytherington had been moved.
- D) the recycling area was very untidy. She suggested that Barry Bligdon be asked to keep it clear for £10 per month.

Members agreed and the clerk would also ask him to contact Cllr Cundick when any of the bins were overflowing and needed emptying, so that he could call the contractor. As Cllr Hillier said that parishioners had complained of leaves on the pavements and near the kerbs, (and WCC had not cleared them despite requests), the chairman suggested that Barry Bligdon be paid £15 for the months of Nov, Dec and January if he would agree to clear leaves in Park Street and High Street. Agreed. The clerk to ask Barry Bligdon if he would be happy to begin in January (on a trial basis).

3. Cllr Reynolds reported that:

- A) he had spoken to Mr Sydney regarding the manhole cover off its housing in the meadow. Mr Sidney would arrange for the repair.
- B) the West Farm development contained brick and wood garages with velux windows: clerk to query WWDC regarding the plans and ask them to inspect if necessary.

4. Cllr Bond had been asked why the chairman's name did not appear in the Parish News next to the Hackney Horse Society telephone number. The clerk to ask Cllr Bennett-Shaw to ensure that her name is printed.

5. The chairman said that Cllr Bond's land rover was very difficult to see in the dark when parked on the road by the stable. He agreed to pull in off the road or use the parking lights.

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

Cheques: clerk's salary: £191

SPLASH: £20 (S137)

FEBRUARY 2005

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 22 FEBRUARY 2005

Present: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Mrs Gross, Messrs: Cundick, Sincock, Amin, Lewis

Apologies: Messrs Reynolds, Bond, Hillier, Rockey, 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

There were none.

VILLAGE HALL UPDATE

The chairman welcomed Anthony Wilson, village hall committee chairman, who gave copies of plans of the village hall and housing plans to members. Negotiations had led to the offer of a 25-year lease for the football and cricket pitches, with renewal in perpetuity and rental fixed by normal fair rent procedures. If the estate were to be sold, the owners should give 3 years notice of intention to sell and the pitches must be offered to the village at recreational value. The hall would cost £500,000 to build and would allow for on average up to 200 people, unseated. 50 car-parking spaces would be available. The kitchen was designed to enable sportsmen outside to be served, as well as those in the hall. Changing rooms and showers had a separate entrance. 9 houses were planned, of 5 designs, including semi-detached, to which there would be 2 access points from the road. Hedges would screen them from the pitches. The committee had examples of costs and income from comparable halls and did not believe that the fixed costs would be particularly high. The next meeting of the committee would plan the presentation to the village, complete with a model of the hall. The chairman proposed and Cllr Sincock seconded that the PC support the plans – agreed (1 abstention). The chairman thanked Mr Wilson and the committee members for all their hard work.

MATTERS ARISING FROM THE MINUTES

1. Blind House

Letters from:

- A) WCTiling, who awaited a start date from the PC.
- B) Caroline Power, WWDC Conservation Officer, who specified 2 points of query on the technical aspects of the quote. Cllr Lewis would discuss these with WC Tiling and he agreed to act as “clerk of works” for the project.

The clerk had sent grant applications to EH and SOLVE (Community First) and replies to these were awaited, together with Arnold Root’s (EH) technical comments

on the quote and the consent form from WWDC to be completed and returned to the Secretary of State.

CORRESPONDENCE

1. WWDC:

- A) Warminster Area Seminar minutes.
- B) Reminder to keep Register of Interests up-to-date.
- C) Community Strategy: also available online at www.westwiltshire.gov.uk.
- D) Small grants info: passed to Cllr Gross.

2. WCC:

- A) Amendment to footpath 19 definitive statement – the clerk to query the difference as none could be seen and to give a copy to Cllr Bennett-Shaw.
- B) External Funding Network – as this could be relevant to the playground, the clerk to ask that the PC join the network, with Cllr Gross as contact name.
- C) Bridge-strengthening: 1 of the Mill Farm bridges would be reconstructed from 6 June (12 weeks work). As there were 3 bridges, the clerk to ask WCC which is targeted.

3. Donation thanks from SPLASH and request from Marie Curie Cancer Care: £20 agreed.

4. WALC literature, including draw for Royal Garden party: the clerk to submit the chairman's name.

5. Clean Neighbourhoods info from defra – passed to Cllr Cundick.

6. Best Kept Village competition: as it had been agreed that Tytherington be entered, Cllr Sincock to pass the forms to Roger Osborne.

7. Community Involvement – consultation responses requested by 22 March. As it came in CD rom format, it would be passed around members for comment.

8. Salisbury Plain wildlife and heritage project – leaflets and posters displayed.

9. Invoice from RJ Print for £34.70: agreed to pay.

10. ODPM: discussion documents on “Why Neighbourhoods Matter” and “Vibrant Local Leadership”.

11. Community First social enterprise project poster – to be displayed.

12. Community Safety: Steph White had been appointed as the ASBO officer.

13. Notice of meetings:
 - A) AONB at Cranborne village hall on 6 April.
 - B) Parish cluster 14 March at Codford 7pm.
 - C) Warminster and Area community partnership 26 February – Cllr Gross hoped to attend.
14. Standards Board Code of Conduct review – leaflets passed to members.
15. Countryside Agency consultation on criteria for undertaking a review of a national park or AONB.

PLANNING

1. Refusal to Mr Gray for use of 123A Park Lane as a separate semi-detached dwelling
2. Applications by:
 - A) Mr & Mrs Waters for the demolition of existing garage, reduction of ground level and construction of a detached house at land adjacent to the Coach House, Mantles Lane. This revised application was dealt with between meetings due to the response date, by members who had originally commented. Although the dormer windows had been removed and an extra car-parking space provided, members objected for the same reasons as previously (see minutes 15 December).
 - B) Miss Buttershaw for works to trees at 1 Victoria Gardens, High Street.
 - C) Mr&Mrs Hindle for conservatory at 175 Tytherington.

The clerk to notify WWDC there were no objections to B or C above.

3. Permission to:
 - A) Trustees of Hospital of St John for replacement of existing underground sewage treatment plant.
 - B) Mr&Mrs Taylor to take out 2 chimneys at rear of Quebec House.
4. Notice of planning committee meeting for 17 February to consider removal of existing shop front and reinstatement with traditional façade at 67 High Street.

BANK FIGURES

As the auditor had requested the notification of bank figures quarterly, the clerk stated that the current account as at end of January stood at £3381 and the deposit account at £2418.

ITEMS FOR REPORT

1. Cllr Bennett-Shaw stated that:
 - A) as the Range road would be closed at Easter she hoped that the statutory number of open days would be available this year.
 - B) "The Farm" was due to return in April.
 - C) The PN requested a donation. £100 was agreed on the proviso that it be publicised in the PN and that the donation was for financial year 05/06.

3. Cllr Sincok reported that
 - A) the Tytherington village sign opposite the church was in need of replacement or restoration.
 - B) the direction sign to Tytherington near Heytesbury Church had disappeared.

The clerk to report both to WCC.

- C) the lengthsman were due on 14/15 March. He would ask them to clean road signs, clear leaves by the Red Lion, gutters in the High Street and the Park Street pavements.

4. Cllr Gross asked for PC support for the WCC play area lease ie a 20 year lease at a cost of £10 per year. Various conditions applied, including access hours, PC responsibility for maintenance and health and safety issues. The chairman emphasised that all health and safety issues must be thoroughly investigated by Cllr Gross so that the PC could ensure compliance. Members agreed that Cllr Gross sign the lease on behalf of the PC.

After signing the following cheques, the chairman closed the meeting at 9.05 pm.

Cheques: clerk's salary: £191 clerk's expenses: £23.45 R.J.Print: £34.70

Marie Curie Cancer Care: £20 (S137) Post office: £28 Parish News: £100 (S142)

MARCH 2005

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH
COUNCIL HELD IN THE PORTAKABIN ON 22 MARCH 2005**

Present: Mrs Hicketts (chairman), Mrs Gross, Messrs: Bond, Hillier, Rockey, Reynolds

Apologies: Rev.Bennett-Shaw, Messrs Cundick, Amin, Sincock, Lewis, 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

Every member present declared a personal interest in planning application 2G.

MATTERS ARISING FROM THE MINUTES

1. Blind House

Letters from:

- A) WCTiling, who responded to the queries raised by Caroline Power, WWDC Conservation Officer: when the stone slate roof was stripped, the stone would be cleaned and redressed. 50% was a provisional replacement allowance dependent on the assessment of the condition of the stone. If any mortar work was required a lime mortar mix would be used. The exact process for bedding the stone would be decided once a panel had been stripped from the roof. An error had been made for the replacement stone slates ie. 1 ton at a cost of £1786 should have been allowed rather than half-a-ton at £1100.
- B) EH, who acknowledged the grant application with a note that works must not be completed before an offer had been made and a specification approved.

2. Village Hall

At the meeting held on 3 March plans and a model of the hall were displayed. Press releases and invitations to the public meeting on 11 April would be sent to local papers, WWDC planning committee and Andrew Murrison MP. Grants would be sought to help with the cost of legal advice.

3. Footpath 19

WCC had found no differences in the definitive statements.

4. **Bridge-strengthening**

WCC stated that the bridge due to be strengthened was the Mill Farm bridge over the river (R9/16).

5. **Donation**

Thanks from Marie Curie.

CORRESPONDENCE

1. **WWDC:**

- A) Register of Electors update.
- B) Dates of meetings list.
- C) West Wilts Matters.
- D) Recreation needs and assessment: passed to Cllr Gross.
- E) Notices of county council elections on 5 May: to be placed on the noticeboard and PO.
- F) Housing through the PFI newsletter.
- G) Housing4West Wilts – launch on 12 April.
- H) Residential Design Guidance.

2. **WCC:**

- A) Highway maintenance – presentation on 16 May: passed to Cllr Rockey.
- B) Waste contract Annual Service Review.
- C) Parish lengthsman programme 05/06: to be passed to Cllr Sincock.

3. VAT refund of £113.68.

4. WALC literature.

5. M&G Investments: £1326.11 transferred from income to capital.

6. WW Voluntary Service sector info – to be placed in the PO.

7. Safety partnership – tackling anti-social behaviour. Wilts Constabulary poster: to be placed in the PO.

8. PAWS menu: passed to Cllr Gross.

9. defra/dti: partnership in rolling out broadband to rural communities.

10. NHS PCT bulletin.

11. Wilts&Swindon Waste Local Plan 2011 asked for local potential sites for waste management use to be identified.
12. Heytesbury Cricket Club donation appeal: £50 was agreed and the clerk to express appreciation for the work being done with the youngsters of the parish.
13. Mr Wilson observed (by email) that there was a half-fallen tree on the Heytesbury-Knook footpath and others were in a dangerous state. As they were very near the power cables, the clerk to call SEB. Cllr Bond offered to meet the SEB contractor to point out the exact location.

PLANNING

1. Refusals to:
 - A) Mr&Mrs McLellan for removal of existing shop front and replacement with traditional cottage façade at the Post Office, 67 High Street.
 - B) Miss Buttenshaw for works to trees at 1 Victoria Gardens: a TPO was put in place.
 - C) Mr&Mrs Waters for demolition of existing garage, reduction of ground level and construction of detached house at land adjacent to the Coach House, Mantles Lane.
2. Applications by:
 - A) Ms Katon for removal of hedge to south and east, reposition access and construct boundary walls/ hedge and fence to rear of 70 High Street. No objections.
 - B) Ms Katon for removal of 2 unauthorised PVC windows and door, fit replacement timber windows with single-glazing to same pattern as windows and door removed prior to fitting PVC at 70 High Street. No objections.
 - C) Miss Buttenshaw for pruning of yew tree at 1 Victoria Gardens, High Street. No objections.
 - D) JW A'Court and Mrs Dobell to remove rear chimney in southern-facing rear roof and reinstate roof, dismantle existing chimney to eastern gable and rebuild, reclaim existing chimney pot and replace on new brick chimney at 112 Park Street. No objections.
 - E) Mr Osborne for first-floor extension, attic renovation and relocation of bathroom upstairs at 174 Tytherington. No objections.
 - F) Endemol for alterations to existing stables and temporary change of use from agricultural to light industrial (in part), use of field for catering mess and car parking and internal and external works to existing stables at East Hill farm. No objections.
 - G) Mr&Mrs Lewis for new dwelling at land to rear of 54 High street. No objections, but the clerk to point out that the OS map used to indicate site

position was over 20 years old and therefore omitted to show a number of properties subsequently built in the vicinity of the proposed dwelling.

- H) Mr&Mrs Walters for conversion of roof space to form 2 bedrooms and a shower room including provision of staircase and installation of 1 additional dormer window at 64 High Street. ALSO a separate application to make the same changes BUT with the addition of 3 dormer windows. Members objected to both proposals due to the presence of dormer windows, which were not in keeping with the character and appearance of 64 High street and with other dwellings in the conservation area of the High Street.

The clerk to inform WWDC of all the above comments.

ITEMS FOR REPORT

1. Cllr Bond had observed speeding quad bikes in the village recently. He would monitor the situation.
2. Cllr Reynolds reported that the website now had a counter to record the number of "hits".

After signing the following cheques, the chairman closed the meeting at 8.40 pm.

Cheques: clerk's salary: £191

Heytesbury Cricket Club: £50 (S 137)

APRIL 2005

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 26 APRIL 2005

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

Apologies: Messrs Bond, Lewis, 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

Every member present declared a personal interest in planning application 1C and Cllr Bennett-Shaw in application 1A.

PLANNING

1. Applications by:
 - A) Hospital of St John to prune 2 holly and 1 yew. No objections.
 - B) Miss Katon for revised plans to remove hedge to south and east, reposition access and construct boundary walls/hedge and fence to rear of 70 High Street. No objections.
 - C) Mr Lewis for revised plans for land to rear of 54 High Street. No objections.
2. Permission to:
 - A) JW A'Court to remove rear chimney in southern facing rear roof and reinstate roof, dismantle existing chimney to eastern gable end and rebuild, reclaim existing chimney pot and replace on new brick chimney at 112 Park Street.
 - B) Miss Katon for removal of unauthorized pvc windows and door, fit replacement timber windows with single glazing to same pattern as the windows and door removed prior to fitting pvc at 70 High Street.
3. Refusal to:
 - A) Mr&Mrs Hindle for conservatory at 175 Tytherington.
 - B) Mr&Mrs Walters for conversion of roof space to form 2 bedrooms and shower room including provision of staircase and additional dormer window(s) at 64 High Street.
4. First floor extension and attic renovation at 174 Tytherington – withdrawn.

MATTERS ARISING FROM THE MINUTES

1. Donation

Thanks from Mr Jelf of Heytesbury Cricket Club.

2. Village Hall

At the public meeting held on 11 April plans and a model of the hall were displayed. Parishioners had voted 41 in favour, 17 against and 1 abstention. The chairman proposed that, as attendance had been relatively low, the PC suggest to the committee that they organize a referendum on the specific proposal to be delivered to all parish households. Parish councillors would be willing to assist with delivery and collection. A positive response would strengthen the case to the planning authority. Seconded by Cllr Sincock and agreed. The clerk to write to the secretary, noting that of course the PC would stand by the committee's decision on the matter.

CORRESPONDENCE

1. WWDC:

- A) Register of Electors update.
- B) various election notices – all displayed.
- C) revised draft affordable housing guidance.
- D) appointment of village shop advisor – info passed to Cllr Hillier.

2. WCC:

- A) circulation of working copy of definitive map and statement – the clerk had asked that a parish-centred map on A3 be supplied.
- B) Provisional Wilts Local Transport Plan – passed to Cllr Rockey.
- C) adoption of Swindon and Wilts Waste Local Plan – passed to Cllr Reynolds.

3. Donation request from St John's Ambulance: £25 agreed.

4. WALC literature and subscription invoice: £197.04 – agreed to pay.

5. Cornhill insurance premium: £512.82 – agreed to pay.

6. Trafalgar weekend celebration on October 23: NALC asked if the PC wished to participate – passed to Cllr Sincock.

7. AONB job vacancies: to be displayed in the PO.

8. Notice of audit: 15 August. Members approved the appointment of RBS Auditing Solutions Ltd as the internal auditor.

9. defra info re quality parishes.

10. Letter from Mr Broscombe of Church Terrace regarding an anonymous note that had been placed on his work van windscreen parked in the vicinity of Church Terrace, from "The Residents", stating that it was inappropriate to park commercial vehicles in this conservation area. The clerk to reply to Mr Broscombe that, as he had permission from the owners to park on that plot, as far as the PC was aware, no restrictions existed. The clerk to send a note to the residents of the area to this effect and to suggest that in future, a more personal and neighbourly approach may be more appropriate.

11. Email from Cllr Reynolds noting a complaint by Robert Pulvertaft that he had been stopped in Imber Road layby by a security officer employed by Endemol (re production of "The Farm"). The chairman believed that the residents affected should contact the police and WCC and that the clerk should inform Richard Guy and to notify him of speeding vehicles and increased litter in the area. Agreed.

12. Letter from D.Cllrs Chivers and Content regarding transport to non-designated schools. The new county policy was to be that only those children entitled to free transport would be carried on the school bus and any remaining seats would be offered to those currently doing GCSEs by way of purchasing a bus pass. The clerk to check that this applied to GCSE children rather than A-level pupils.

13. Cllr Gross had received WCC's agreed terms for the playground lease, for which they required details of the PC's solicitor. It was agreed that she consult WALC.

PCC DONATION AND PORTAKABIN RENT

It was agreed that £250 be donated towards the churchyard grasscutting and £150 be paid to Heytesbury Football Club for rental of the portakabin.

ALLOCATION OF RESPONSIBILITIES

The following responsibilities were agreed:

Cllr Hicketts (chairman): Army Liaison

Cllr Sincock (vice-chairman): Emergency Planning, Lengthsmen Co-ordinator, Milestone Maintenance, Seat and War Memorial Annual Inspections.

Cllr Bennett-Shaw: Police Liaison/Neighbourhood Watch Liaison, Monitoring of Footpaths, Grasscutting and Verges.

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 Rockey: Transport Representative.

Cllr Cundick: Monitoring of Recycling Area, Village Clean-up.

Cllr Amin: Health/Safety Matters.

INTERIM PLANNING COMMITTEE

The chairman stated that as the response time was only 3 weeks, it had become necessary to deal with interim applications more promptly. She proposed, Cllr Sincock seconded and it was agreed that a committee be formed for this purpose, for which the quorum would be 4 members. The chairman, vice-chairman and Cllrs Hillier, Bennett-Shaw, Reynolds, Bond and Gross all agreed to be members.

ITEMS FOR REPORT

1. Cllr Sincock reported that Knook residents had complained that the new footbridge across the river was slippery when wet. The clerk to ask WCC to secure it with netting.
2. Cllr Bennett-Shaw asked:
 - A) that the black storage box in the church be emptied of PC documents. The chairman and clerk to carry this out.
 - B) when the school fence would be finished. The clerk had been told that the wire had been ordered and would ask when it would be fitted. Planting of a Berberis hedge would be considered at the November budget provision.
3. The chairman reported that:
 - A) neighbours had complained of the poor condition of the pavement and road in Little London subsequent to the building of the new dwelling adjacent to no.28. The clerk to ask a) Mr Norris to ensure that their contractors reinstated the area to the original standard and b) to ask WWHS to check that the new sewage pipes had been laid to a satisfactory standard.
 - B) the grassed area opposite Greenlands was overgrown. The clerk to ask WWDC when they would cut it and to ascertain the frequency of cuts. The chairman proposed, Cllr Sincock seconded and it was agreed that Cllr Bond be asked to monitor the interim periods and to cut if necessary and that Mark Gunter be asked to make the initial cut if WWDC were not due to cut within 10 days.

After signing the following cheques, the chairman closed the meeting at 8.40 pm.

Cheques: clerk's salary: £191 WALC: £197.04 Heytesbury Football Club: £150
St John's Ambulance: £25 (S.137) Cornhill:£512.82 Heytesbury PCC:£250 (S.214)

JUNE 2005

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 28 JUNE 2005

Present: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Mrs Gross, Messrs: Sincock, Hillier, Reynolds, Bond, Lewis, Amin, D.Cllr Newbury

Apologies: Messrs Cundick, Rockey

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 Bond declared an interest in planning item 2B.

PLANNING

1. Permission to Mr&Mrs Walters for conversion of roof space to form 2 bedrooms and shower room, installation of access staircase (rear dormer windows are existing) at 64 High Street.
2. Applications by:
 - A) Mr Sides for single-storey extension to entrance of building with pitched hipped roof in matching roof and wall finish as to existing house at 29a Little London. No objections.
 - B) Mr&Mrs Waters for demolition of existing garage, reduction of ground level and construction of detached house at land adjacent to Coach House, Mantles Lane. Members objected for the same reasons as to the original plans ie. Gross over-development of the site, loss of neighbours' amenities and poor access onto the narrow Mantles Lane.
 - C) Lady Granville-Chapman for translocation of thorn tree at Apple Tree Cottage, Newtown. No objections.
 - D) revised plans for land to rear of 54 High Street. This was an interim application and had been circulated to available planning committee members, who had not objected.
3. Notification of planning appeal for demolition of existing garage, reduction of ground level and construction of detached house at land adjacent to Coach House, Mantles Lane: start date 8 June. The PC's previous comments would be forwarded.
4. Refusal to Mrs Hibbs for building plot for bungalow at land adjoining Coombe Castle.

MATTERS ARISING FROM THE MINUTES

1. Donations

Thanks from PCC and request from Victim Support - £20 agreed.

2. Blind House

The clerk reported that SOLVE had awarded £1500, dependant on English Heritage awarding a grant. If EH refuse a grant, the SOLVE award would not be lost but they need to know that the PC could afford to have the work done before they release the grant. The clerk to assure them that the PC would make funds available. Cllr Lewis reported that he had a site meeting with EH next week.

3. School Fence

Cllr Bennett-Shaw stated that the job had not been completed as promised on 21 June. There was some discussion that it might be preferable to keep an entrance open where the hole in the fence existed but it was decided that it would be too near the recycling bins, which could not be moved elsewhere. The clerk to contact WWHS.

4. War Memorial

Cllr Sincock reported that he had repaired the cracks, but the filling material had dried a lighter shade. The chairman thanked him.

5. Playground

Cllr Gross reported that she had informed WCC that the PC was ready to sign the lease. She had applied for lottery funding which could involve a TV appearance. The clerk asked if the recently-awarded £5000 could be transferred to the deposit account – agreed.

6. Mill Farm Footpath

Cllr Bond reported that the path near the Mill pond was overgrown. Cllr Sincock would ask Mr Hammond to cut it.

7. Tytherington Road Weight Restriction

The chairman reported that overweight vehicles still appeared to be using the Tytherington road – the clerk to write again to Mr Corp and Mr Sidford, with a copy to WCC highways dept.

8. Church Terrace

Cllr Reynolds said that a resident had verbally claimed that an area of the drive was private and he had asked the clerk to ascertain the status. Enquiries to WCC and the Land Registry had revealed that the area was not registered, therefore the status and ownership were not known and the residents would need to refer to their deeds and documents.

9. Dog-fouling

Cllr Gross said that it had been particularly bad near the Tytherington Road bench and Mill Farm footpath. Cllr Reynolds would mention it in the PN. WWDC would offer to microchip dogs for £10 at the West Wilts show.

CORRESPONDENCE

1. WWDC:

- A) Register of Electors update.
- B) West Wilts Matters.
- C) Representation on Standards Board – there were no volunteers.
- D) Recycling credit of £315.50 – paid into current account.

2. Defra – Clean Neighbourhoods and Environment Act 2005 – PCs could opt to take on powers to issue fixed penalty notices for dog-fouling, graffiti, fly-posting etc. The chairman suggested that members consider these powers very carefully. Cllr Reynolds to mention them in the PN.

3. Cllr Bennett-Shaw had reported that The Angel planned to have live music on 16 July. The clerk had checked with WWDC, who had not received a request for a public entertainment licence and would pursue the matter.

4. WALC literature and In Focus newsletter.

5. Wilts Wildlife Trust info – to be placed in the PO.

6. Waste info and leaflets – passed to Cllr Reynolds.

7. Charibond: £1345.94 transferred on 31 May.

VILLAGE HALL

Anthony Wilson, village hall committee chairman, quoted the article in the July PN, expressing his concern that the piece seemed not to support the committee. Cllr Reynolds explained that the PC items reflected his slant on PC meetings and were “tongue in cheek”. The chairman suggested that in future the articles were signed “a parish councillor’s view”, with a note that the full confirmed minutes were available on the website. Agreed.

Colin Reeves had written to the PC to express concern that the committee had considered proceeding with plans for 12 houses rather than the 9 mandated by the village. Mr Wilson said that only 9 houses would be proposed; 3 to be sold with shared equity, and that the plans would remain as presented at the public meeting. The chairman stressed that the PC could only support 9 houses of the design and build mandated by the village and the clerk would reply in this vein to Mr Reeves, as would Mr Wilson. D.Cllr Newbury would obtain info from the planning officers re the relevant meetings that had taken place and would copy this to the PC.

The chairman thanked Mr Wilson for all his hard work. He said that Farnfield and Nichols were presently providing pro bono advice to the committee.

AUDITOR'S REPORT

Invoice for £117.50 – agreed to pay.

Action Plan (report responses): the clerk to ensure that true cashbook balances rather than bank statement balances are brought forward; the Annual Return to be amended accordingly; the PC should formally determine level of fidelity cover as part of risk assessment register; members should determine if each new asset should be included on the insurance schedule – all would be carried out in future. Approval of the action plan responses was proposed by the chairman, seconded by Cllr Bennett-Shaw and agreed. Approval for the amended accounts was proposed by the chairman, seconded by Cllr Sincock and agreed.

ITEMS FOR REPORT

1. Cllr Sincock said that the post near the war memorial had no sign on it – the clerk to ask WCC to replace the give way sign.
2. Cllr Bennett-Shaw said that:
 - A) the drove footpath leading to the bypass had been narrowed by the building works at Cotley House. The clerk to contact WCC.
 - B) The work to place telephone lines underground had left Mill Street and Tytherington Road near the church in an uneven state. The clerk to ask WCC to reinstate the surfaces to their previous good condition.
 - C) She had reported the water leak outside Victoria Gardens.

After signing the following cheques, the chairman closed the meeting at 8.40 pm.

Cheques: clerk's salary: £191 RBS Auditing: £117.50 Victim Support: £20 (s.137)

AUGUST 2005

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 30 AUGUST 2005

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

Apologies: Mr Rockey, Mr Bond, Mr Cundick, 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

There were none.

PLANNING

1. Applications by :
 - A) Mr&Mrs Hindle for erection of conservatory at 175 Tytherington. No objections.
 - B) Heytesbury PCC for works to yews and western red cedars at St Peter and St Paul 's Church. No objections.
 - C) Trustees of St John's Hospital to remove defective brick chimney stack and rebuild to match existing. No objections.
2. Permission to Mr Andrews for extension at 12 Heytesbury Park.
3. Notice of appeal for removal of existing shop front and replacement with traditional cottage façade at 67 High Street : start date 12 August. The PC's previous comments would be forwarded to the Planning Inspectorate.

MATTERS ARISING FROM THE MINUTES

1. Donation

Thanks from Carer's Support and offer to give a talk – passed to Cllr Bennett-Shaw.

2. Blind House

Cllr Lewis had spoken to the residents of Little London Cottage and had emailed Nicola Sterry of EH for contractors' details.

3. Tytherington Road Weight Restriction

The clerk had reported that the weight sign by the church had gone missing and it had subsequently been replaced. The chairman suggested that signs should also be placed at the entrances to the village and C.Cllr Davis offered to pursue this.

CORRESPONDENCE

1. WWDC:

- A) Housing needs survey – views requested. Any comments by Cllrs to be passed to the clerk prior to the deadline date of 14 September.
- B) Housing council tax and benefits take-up – guide placed in the PO .
- C) West Wilts Boundary Review of electoral arrangements: Cllr Davis explained that the aim was to equalise the number of electors per district councillor and that this parish was virtually unaffected.

- 2. WCC Provisional Local Transport Plan: to be passed to Cllr Rockey.
- 3. Charity Commission annual update: completed and returned by the clerk.
- 4. Community First News: placed in the PO.
- 5. Wilts and Swindon Local Minerals Development Plan: passed to Cllr Reynolds.
- 6. Wilts Ambulance Service offered defibrillators and training for community use: Cllr Bennett-Shaw to pass this on to St Johns .
- 7. Wilts Compact Codes of Practice: launch on 13 September.
- 8. BT proposed to convert the Tytherington call box to a cashless box – agreed, but the clerk to request that a notice be posted to inform the public of the nearest payphone.
- 9. Mazars completion of audit 2004/05 and invoice for £141: agreed to pay.
- 10. Local Works Campaign for Sustainable Communities Bill – support for the local authority resolution was requested – agreed.

BANK FIGURES

The clerk reported that at the end of July the current account stood at £8,700.02 (including £3,500 for blind house repair) and the deposit account at £7,448.73 (including playground funds of £5,000 WWDC grant and £1,500 PC donation).

ITEMS FOR REPORT

- 1. Cllr Sincock reported that:
 - A) the lengthsman had cleared the recycling banks area and kerbs at the western village entrance. The chairman asked that weeds from the village sign to the High Street between the path and kerbs be cleared at the next visit.

B) he intended to attend 2 emergency planning meetings.

2. Cllr Gross said that the recent HYPO summer holiday activities had gone well and that the lottery fund entry was under consideration.

3. Cllr Bennett-Shaw reported that:

A) the Park Street lighting failure was caused by an underground fault which would be repaired.

B) dog-fouling was again rife, especially in Park Street – to be noted in the PN.

C) The crime prevention group had been incorporated into the Neighbourhood Watch scheme.

4. C.Cllr Davis said that the Heytesbury-Codford improvement scheme had been re-opened and he would advise the PC when to write a letter of support.

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

Cheques: clerk's salary: £191

Mazars: £141

SEPTEMBER 2005

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 27 SEPTEMBER 2005

Present: Mrs Hicketts (chairman), Messrs: Sincock, Hillier, Lewis

Apologies: Rev.Bennett-Shaw, Mrs Gross, Messrs Rockey, Amin, Bond, Reynolds, Cundick, D.Cllr Newbury, 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

Cllr Sincock declared a personal interest in planning item 2D and Cllr Lewis a personal interest in planning item 2B.

PLANNING

1. Permission to :
 - A) Mr&Mrs Addington for erection of conservatory to rear of the Old School House, Church Terrace.
 - B) Heytesbury PCC for works to yews and western red cedars at St Peter and St Paul 's Church.
 - C) Trustees of St John's Hospital to remove defective brick chimney stack and rebuild to match existing.
2. Applications by:
 - A) Mr&Mrs Collins for dormer window on existing loft conversion to create additional headroom at Little Orchard, Newtown . No objections.
 - B) Heytesbury Hedgehogs for portakabin for use as preschool at Heytesbury School. No objections.
 - C) Mr&MrsWansey to repaint front of 70 High Street . No objections.
 - D) Brig Sincock for felling of poplar tree and works to ash and copper beech trees at Mantles Cottage, Mantles Lane. No objections.
3. Dismissal of appeal for demolition of existing garage, reduction of ground level and construction of a detached house fronting Mantles Lane .

MATTERS ARISING FROM THE MINUTES

1. Blind House

Cllr Lewis had been informed by EH (via email) of possible architects and surveyors, whom he would contact. An offer for grant had been agreed last week and an info pack would be sent shortly. The clerk had asked Wilts Historic Buildings Trust for help by way of advice or grant and they would liaise with Nicola Sterry of EH.

CORRESPONDENCE

1. WWDC:
 - A) Register of Electors monthly update.
 - B) Parish Forum 19 October 7pm Civic Hall, Trowbridge.
 - C) Cabinet meeting 28 September 6.15pm, WWDC.
 - D) Local Development Framework Draft Residential Design Guide – passed to Cllr Lewis.
2. WCC rural facilities survey – to be completed and returned by the clerk.
3. Charity Commission Charibond: total distribution payable 1 May-31 July: £1366.12.
4. WALC literature and Community First News, including funding availability (passed to Cllr Gross) and rural community transport grants (passed to Cllr Bennett-Shaw).
5. RoW correction to map at Foxhole Bottom, Codford St Mary. The clerk to enquire as to why it had been sent to this parish.
6. Wilts Wildlife Trust offered assistance for parish conservation projects.
7. Adoption of Kennet D.C's Statement of Community Involvement.
8. Wilts Fire Brigade roadshows – to be displayed in the PO .

ITEMS FOR REPORT

1. Cllr Sincock reported that:
 - A) he would ask the lengthsman for an extra day to clear the roadsides in the milestone area – agreed.
 - B) he intended to set the 3 posts by the riverbank seat in concrete as they had been repeatedly vandalised - to be noted in the PN.
 - C) leaves in Park Street and around the bus stops were beginning to build up. He asked if members would be happy for him to obtain a leaf sweeper to clear the areas –the chairman thanked him and it was agreed.
2. Cllr Lewis said that he would shortly move the tables and chairs to the shed next to the portakabin. The chairman thanked him and the clerk to send a letter of thanks to Mark Gunter.

3. Cllr Bennett-Shaw (via email) reported that:
 - A) she had contacted Clarence regarding the grass edges in the village. Contractors would attend to them in October.
 - B) she was concerned about the state of the recycling area. Cllrs agreed to monitor the situation.

4. The chairman said that the village hall committee intended to hold a public meeting to inform parishioners that the housing requirement had increased from 9 to 12. The PC would not support an application for more than the 9 houses originally agreed unless parishioners voted for the higher number. The committee planned to hold a postal referendum following the meeting and it was agreed that the clerk write to the secretary to ensure that all councillors are emailed the final draft of the referendum so that the wording can be approved. Members also agreed that the amount of money available in the Raymond Hall fund should not be mentioned in the referendum letter.

After signing the following cheques, the chairman closed the meeting at 8.05pm.

Cheques: clerk's salary: £191

OCTOBER 2005

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH
COUNCIL HELD IN THE PORTAKABIN ON 25 OCTOBER 2005**

Present: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Mrs Gross, Messrs: Sincock, Hillier, Lewis, Bond, Amin, Reynolds, Rockey, Cundick, D.Cllr Newbury, C.Cllr Davies

Apologies: none

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 Bennett-Shaw declared a personal interest in planning item 3A.

The chairman welcomed Carol Southall, rural housing officer from Community First. She explained that she mapped affordable housing need across the county by means of housing need surveys. Exception sites ie. Outside village policy limits, provided affordable rented housing for people with local connections only. The land must be cheaper than market value and the housing fulfil all normal planning conditions. The surveys were a government requirement to ascertain needs regardless of site availability, with 100% coverage. Prior notification would be placed in the PN and posters displayed and the cover letter, survey, and SAE could be delivered with the PN, with assistance from the PC if necessary and if agreed. The survey must be carried out by the end of March.

The chairman thanked Carol Southall and the matter would be considered on the next agenda.

PLANNING

1. Permission to :
 - A) Mr&Mrs Lewis for new dwelling at rear of 54 High Street .
 - B) Mr&Mrs Hindle for erection of conservatory at 175 Tytherington.
 - C) Brig.Sincock for felling of poplar tree and works to ash and copper beech trees at Mantles Cottage.
2. Refusal for dormer window in existing loft conversion to create additional headroom at Little Orchard, Newtown .
3. Applications by:
 - A) St Peter and St Paul 's Church for regeneration of yew tree hedge – no objections.

- B) Mr P.Grist for double garage with study/store above at Teal Hatch, Mill Street . Members objected due to the high pitch of the roof and large size of the garage in proportion to the existing building. As such it would appear unsympathetic to the host dwelling and fail to preserve or enhance the character and appearance of the conservation area.

MATTERS ARISING FROM THE MINUTES

1. Blind House

Cllr Lewis still awaited the grant info pack from EH. Wilts Historic Buildings Trust would contact the PC after their meeting on 21 October.

2. Rights of Way

The Countryside Agency had sent the map for Foxhole Bottom in Codford to the wrong parish.

3. Village Hall

The committee had replied that they proposed to state the Raymond Hall funds figure and would email the draft copy of the referendum to councillors. Cllr Gross reported that, at the meeting held in October the architect's assistant had proposed a meeting with the planning and housing officers. As the committee asked for no more changes to the plans, the assistant was asked to hold the meeting by the end of October in preparation for the parish information evening planned by the committee for 14 November. The chairman believed that it was not necessary to mention the sum of investment money as it was not relevant to parishioners' decision-making about the provision of a hall. She was concerned that the PC must ultimately oversee the committee's actions. Cllr Amin asked if the fund Trustees (all P.Cllrs) fulfilled all their duties. The clerk replied that the money was invested with the Charity Commission and an annual return completed. The distribution figures were published in the minutes and the year end total investment figure in the annual parish meeting minutes. C.Cllr Davies had been asked by the committee to be an independent adjudicator of the referendum, which he would be happy to do if the PC had agreed the wording. D.Cllr Newbury believed that, thus far, reports of discussions with WWDC had been distorted and that the questions must be based on sufficient and accurate information and achievable targets. To this end the chairman proposed that the PC hold a meeting with the committee, Mark Russell, the developer, D.Cllr Newbury and C.Cllr Davies: agreed. The clerk to contact Mrs Norris et al.

4. Tytherington Phone Box

BT advised the PC to ask WWDC to erect signs to the nearest payphone. The clerk pointed out that the PC had asked for a notice in or on the box to advise people of the nearest payphone. Cllr Sincock said that the box had been vandalised – the clerk to report this to BT.

CORRESPONDENCE

1. WWDC:

- A) Statement of Community Involvement.
B) Precept requirement due by 13 January 2006.

- C) Leisure Development Plan: passed to Cllr Gross.
2. **WCC:**
- A) Draft Municipal Waste document: passed to Cllr Reynolds.
 - B) Notification of bus stop clearway markings - to be implemented in 2005/06. Maj.Howard-Vyse had expressed concern about the extent of the markings but the plan subsequently showed that the markings would equate with the existing bus bay markings.
3. Andrew Murrison MP informed the PC that the opposition intended to seek an amendment to the Natural Environment and Rural Communities (NERC) Bill in order to impose Traffic Regulation Orders (TROs) on Byways Open to All Traffic (BOATs) to protect pedestrians and horseriders from mechanically-propelled recreational vehicles.
4. WALC literature and Community First News.
5. Wilts Constabulary asked the PC to consider subject areas to be incorporated into initial police training.
6. Wilts Wildlife Trust – poster displayed.
7. Invoices from:
- A) Playground Management Ltd: £69.33. Cllr Bond reported that there were no serious defects and he would deal with the minor items.
 - B) RJ.Print: £64.11.
 - C) D.Bond for footpath cutting: £200.
 - D) B.Blighdon for grasscutting: £100 as £40 had been paid in advance in May.

It was agreed to pay all the above.

ITEMS FOR REPORT

1. Cllr Sincock reported that:
- A) he had cut the hedge near the roundabout, for which the chairman thanked him.
 - B) he had attended a flood seminar and although it was unlikely that the Wylye would flood, he would draw up a flood plan.
 - C) there had been an excellent Trafalgar Day church service on 23 October, after which the bells had been rung at 7pm.
2. Cllr Bennett-Shaw said that:
- A) the leaves were building up, especially in Park Street . Cllr Sincock would pursue WWDC to provide a leaf-sweeper on a regular basis.

- B) the recycling area was still untidy. The clerk to ask Barry Bligdon if he wished to continue to clear the area and if he did the chairman would speak to him. Mr Bligdon had complained that people were using the bins at very early and late unsociable hours, causing noise disturbance to residents – to be mentioned in the PN.
- C) she would remind Clarence about trimming the grass edges in the village.

3. Cllr Reynolds reported that Robert Pulvertaft would be due his annual website maintenance fee in November and it was agreed that the PC wished him to continue. Although the site was still active nothing could be added at present as Mr Pulvertft was seeking a new host at a reduced cost. The site had received 2450 “hits” since end March 2005.

4. The clerk reported that:

- A) John Hutton had told the clerk that Mark Godwin of WWDC would have the six High Street lime trees surveyed, although he did not intend to carry out work on them. Mr Hutton would apply for pp for works on his two trees.
- B) Mrs Osborne said that the dog waste bin on the Tytherington Road grassed triangle was broken or unhooked and asked that if it had to be taken out it could be placed by the hedge. The clerk to report the damage to WWDC.

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

Cheques: clerk's salary: £191	D.Bond: £200	B.Bligdon: £100
Playground Management Ltd: £69.33		RJ.Print: £64.11

NOVEMBER 2005

MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 29 NOVEMBER 2005

Present: Mrs Hicketts (chairman), Rev.Bennett-Shaw, Mrs Gross, Messrs: Sincock, Hillier, Lewis, Bond, Amin, Reynolds, C.Cllr Davies

Apologies: Mr Rockey, Mr Cundick, D.Cllr Newbury

MINUTES OF THE LAST MEETING

The minutes of the last meeting were confirmed and signed by the chairman after amendment of item for report 1A to "lengthsmen had cut the hedge"; also notes of the village hall meeting of 14 November were signed.

PUBLIC PARTICIPATION

There was none.

DECLARATIONS OF INTEREST

There were none.

PLANNING

1. Application by Mr Hutton for crown thinning and crown raising of lime trees at Orchard House, Chapel Road . No objections.
2. Refusal of appeal by Mr&Mrs McLellan for removal of shop front and reinstatement of traditional cottage façade at 67 High Street.
3. Permission to:
 - A) St Peter and St Paul 's Church for regeneration of yew tree hedge.
 - B) Mr&Mrs Wansey to repaint front of house at 70 High Street.
 - C) Heytesbury Hedgehogs for portakabin for use as preschool facility.

MATTERS ARISING FROM THE MINUTES

1. Blind House

Sustain the Plain SOLVE fund had awarded £1500 - the accompanying paperwork was passed to Cllr Lewis. The clerk had banked the cheque and thanked SOLVE. EH had offered a grant of £8409 - the contract to be signed and returned by the clerk. Wilts Historic Buildings Trust had offered advisory services - Cllr Lewis to reply after consultation with EH.

2. Website

The website was again active from the beginning of November. Invoices from:

- A) Robert Pulvertaft for annual maintenance and updating: £48.

- B) Nigel Lewis Systems for hosting: £29.38.

It was agreed to pay both the above.

3. Village Hall

The clerk had obtained Charity Commission booklets re trustees' responsibilities and distributed them to members. The chairman advised cllrs to visit the website should they have any queries.

4. Tytherington Phone Box

BT advised the PC that they would not place a notice in or on the box to advise people of the nearest payphone.

5. Leaves

Cllr Bennett-Shaw said that, though they had been cleared once, the leaves in Park Street had again built up. Imber Road had not yet been cleared.

CORRESPONDENCE

1. WWDC:

- A) Review of constitution with regard to planning applications: requirement that any objections must be accompanied by valid planning reasons. C.Cllr Davis said that the PC must have good reason to ask the D.Cllr to call in an application. The clerk to give the list of material considerations to all members for reference.
- B) West Wilts Matters.
- C) Recycling booklets - given to members. Cllr Sincock asked if the household boxes and green bins would affect the village recycling facilities. C.Cllr Davis replied that WWDC envisaged their demise.
- D) Parish Forum notes from 19 October meeting.

2. WCC:

- A) Consultation on Wilts&Swindon waste development document, minerals and non-technical summary and statutory instrument of environmental assessment consultation - passed to Cllr Reynolds.
- B) Statement of community involvement: consultation.
- C) Transport Times&Telegraph - passed to PO .
- D) Construction of new single-carriageway road with signal-controlled and priority junctions, farm access underpass and bridge, including associated infrastructure and works on land adjacent to the A36 between Codford and Heytesbury: withdrawn.

E) Re-organisation of the police: WCC urged the Home Secretary to consider retaining the current boundaries of Wiltshire&Swindon police force and to seriously consider the opportunities for collaboration and federation.

F) Mobile library times: displayed on noticeboard.

3. Petition from Tytherington residents to request a 30mph speed limit throughout the village. The clerk to ask WCC to extend the limit from Sutton Parva, past Downlands and to the bridge on Tytherington Road. Should street lighting be required in order to comply with regulations, the clerk to ask if WCC would supply lights if the residents agreed to the provision of street lights.

4. Community First News, RSS update, SW Regional Arts newsletter and SPLASH notice - all passed to the PO.

5. Cranborne Chase: grants available for parish archive projects.

6. Countryside Consultants questionnaire re statutory duty of relevant authorities with regard to AONBs. The clerk had completed and returned the questionnaire.

7. WRVS update form - the clerk to reply.

HOUSING NEEDS SURVEY

The preliminary info had been printed in the Dec/Jan PN. The chairman suggested that, as the surveys could be delivered in the February PN, it would not be necessary to involve P.Cllrs in the distribution: agreed.

BANK FIGURES, BUDGET PROVISION AND PRECEPT

The clerk reported that the bank figures at end October were: C/A: £8157 (includes £5000 for Blind House), D/A: £7487 (includes £6500 for playground).

The budget provision was given to each member present and every likely item of expenditure discussed. Exceptional items agreed were £1500 for the playground and £500 for churchyard items other than grasscutting. Cllr Sincock requested that future budget provisions showed actual spending for the whole of the previous year rather than to end October as at present, even though the actual spending to year end was already shown in the accounts. The chairman proposed, Cllr Sincock seconded and all agreed that the budget provision be approved and the precept set at £8350.

VILLAGE HALL REFERENDUM

C.Cllr Davis left the meeting at this point. Members discussed the referendum statement and voting slip as drafted by the village hall committee and agreed the following amendments:

A) p.1 items 3 and 4 - to be in reverse order to show correct chronological order.

B) p.1 item 5 - addition of "this is the only scheme which at the moment has the backing of the village and the parish council".

C) p.2 "final plan" paragraph - delete "a slice of".

- D) p.2 "further information" paragraph - insert "final" between "the" and "plan".
- E) voting slip - the "final plan" paragraph must be repeated on the actual voting slip in order to prevent any confusion.

The clerk to inform Kay Norris of the proposed amendments. Should the committee not agree to all or any of the changes, the final decision on wording would be left to C.Cllr Davis as agreed at the meeting of 14 November.

DATE OF NEXT MEETING

Tuesday 17 January 2006.

ITEMS FOR REPORT

1. Cllr Bennett-Shaw said that she had reported the displaced rainwater cover opposite The Angel and near the bus stop to Clarence.

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

Cheques: clerk's salary: £382 (Nov&Dec) R.Pulvertaft: £48

Nigel Lewis Systems: £29.38

INTERIM PLANNING MEETING DECEMBER 2005

INTERIM PLANNING MEETING HELD ON 21st DECEMBER 2005 AT 1pm AT THE POST OFFICE

Present: Mrs Hicketts, Mrs Gross, Mr Hillier, Mr Reynolds

Applications:

1. Mr&Mrs Giessle for erection of single-storey timber-framed conservatory at North Lodge, Heytesbury Park . No objections.
2. Mr Norris for conservatory to rear at 27B Little London. No objections.

The chairman closed the meeting at 1.10pm.