

**JANUARY 2009**

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 13 JANUARY 2009**

**Present :** Mrs Hicketts (chairman), Mrs Sturmeay, Mrs Perry, Mrs Gross, Messrs: Sincok, Lewis, Hiscock, Reynolds, Bond, D.Cllr Newbury

4 members of the public

**Apologies :** Rev.Bennett-Shaw, Mr Hillier, C.Cllr Davis

**MINUTES OF THE LAST MEETING**

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

**DECLARATIONS OF INTEREST**

Cllr Bond declared a personal interest in planning application 1A.

**PUBLIC PARTICIPATION**

The chairman welcomed Anthony Wilson, chairman of the village hall committee, who wished to explain details of the revised application. She explained that there was a 10 minute limit on speaking in PP.

Mr Wilson said that the hall committee had addressed the conservation officer's concerns by intermingling the various house sizes and the affordable housing. The garages would be out of sight. House designs remained the same as those originally shown, other than the chimneys. No trees had to be removed for the provision of housing. There were no drainage problems and the biodisc system was within budget. Viability of the project was not adversely affected as costs had fallen as well as house prices and pent-up demand for housing remained.

Cllr Lewis wished for reassurance that the village hall would be built first – Mr Wilson believed that the planning dept would impose this as a condition. Cllr Bond asked where the football pitch would be sited, as it was not clearly shown on the revised plan. Mr Wilson replied that it would be in front of the village hall, necessitating the felling of 2 trees under TPOs. The relevant amendment to show the pitch location would be put to WWDC as soon as possible. D.Cllr Newbury said that sports pitches were safeguarded in District policy, although they did not have to remain in the same position, but must be provided within the locality. A temporary planning committee would be in place from 31 March till 6 June, on behalf of the new WC.

The chairman thanked Mr Wilson.

**PLANNING**

1. Applications by:

A) Heytesbury Village Hall Committee for new village hall and 12 new dwellings at football ground, Park Street. Following the above discussion, the chairman stated that the location of the cricket pitch and the levels and size of the football pitch and essential surrounding area were crucial to the application and must be clearly indicated on the plans, along with the necessity of removal of any trees. As the sports pitches were not clearly shown, members unanimously objected to the application.

B) Ms Roberts for single-storey extension to rear of property at 23A Little London. Members objected as the velux roof windows shown on the plan appeared to indicate provision of a second storey.

2. Permission to Mrs Winn to fell 1 Robinia and 2 apple trees at 99 Church Terrace.

3. Interim applications:

A) Ms Scott for works to 2 Leylandii at 2 Victoria Gardens, High Street.

B) Mrs Nowicki for works to trees at 60 High Street.

There were no objections to either of the above.

### **MATTERS ARISING FROM THE MINUTES**

1. Area Board

Cllr Sincock reported that certain parishes may be invited to certain meetings.

2. Seats

Cllr Sturmeay said that she would investigate a site for the provision of a seat in Knook.

3. Siding Out

As Cllr Sincock said that the steward would be unable to do this, the clerk would again ask Clarence to arrange for the work to be done.

### **CORRESPONDENCE**

1. WCC info on parish improvement grants – passed to Cllr Bond.

2. WWDC consultations on WC policies for:

A) licensing of sex establishments.

B) Gambling Act.

C) Licensing Act.

Info was available on the WWDC website.

3. Retention fee for work to the Blind House: £503.37 was paid under delegated powers.

4. Donation thanks, appreciation certificate and newsletter from Victim Support.

5. M&G investment: £1671.38 was transferred on 15th December 2008.

6. Warminster&Villages Community Partnership newsletter.

7. WALC literature.

8. Warminster Pilot Board newsletter and One Council for Wiltshire leaflet.



## **FEBRUARY 2009**

### **MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 24 FEBRUARY 2009**

**Present:** Mrs Hicketts (chairman), Mrs Sturmeay, Mrs Perry, Rev. Bennett Shaw, Messrs: Hillier, Hiscock, Reynolds, Bond AND 9 members of the public

**Apologies:** Brig. Sincock, Mr Lewis, D. Cllr Newbury, C. Cllr Davis

**Absent:** Mrs Gross

#### **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 a personal interest in planning application 2.

#### **POLICE**

The chairman welcomed Vicky Pegrum, the community policewoman who would replace Martin Faulkner in April. She explained that she would have 3 rural beats, to include all villages to Maiden Bradley and Upton Scudamore, but the abstraction rate to Warminster should be nil. She will have 2 PCSOs and a sergeant. She distributed contact details and hoped to attend PC meetings whenever possible.

The chairman thanked her and the 2 PCSOs for attending.

#### **MoD REPRESENTATIVES**

The chairman welcomed Nigel Sharp, land agent and Lt. Col. de Foubert, who distributed maps and explained the MoD's plans regarding the recent acquisition of Heytesbury Park. The parkland would continue to be used for grazing (under licence) and as a buffer zone between the woodland activities and the houses. The TPOs would remain in the parkland. Blank ammunition and thunder flashes would be in use, with noise levels monitored. The track area would be upgraded with stones and tracked vehicle hides provided. Planning permission would be sought for change of use and the highways dept would ensure that all necessary safety measures would be applied on the nearby public roads. He gave assurances that the MoD were always sympathetic towards neighbours and endeavoured to promote goodwill.

A Q&A session with members of the public followed the presentation.

The chairman thanked Mr Sharp and Lt. Col. de Foubert for attending.

#### **PLANNING**

1. Permission to:
  - A) Ms Roberts for single-storey extension to rear of property at 23A Little London.
  - B) Ms Scott for works to 2 Leylandii at 2 Victoria Gardens, High Street.

- C) Mrs Nowicki for works to trees at 60 High Street.
- D) Ms Buttenshaw to crown reduce a yew at 1 Victoria Gardens.

2. Application by Mr Venning for demolition of attached outbuildings and construction of replacement extension and reconstruction of extension and flat roof to pitched/tiled construction and internal alterations at the Little House, High Street. No objections.

3. Development control seminar for WC at 6pm on 3rd March at Dewey House.

4. Cllr Bond reported that he had attended the WWDC planning meeting on 19th February, when the application for 12 houses and a village hall at Heytesbury Park was debated at some length. WWDC officers had recommended refusal and all Cllrs voted against the application, with 1 abstention.

5. Interim applications:

A) Mr Redding to fell cedar at 26 Little London.

B) Mr Oates for replacement garage and extension to rear porch at 56 High Street.

There were no objections to either of the above.

#### **MATTERS ARISING FROM THE MINUTES**

1. WCC Parish Path Improvement Grant

Cllr Bond had read this and passed it to Cllr Bennett-Shaw for future consideration.

2. Knook Seat

Cllr Sturmey said that she would approach the water bailiff regarding a site for the provision of a seat in Knook.

#### **CORRESPONDENCE**

1. WCC:

A) Wayfarer magazine.

B) Temporary closure of C271 Station Road level crossing, Codford, on 29th April 2310 until 0410 30th April – to be displayed on the noticeboard.

C) Area Board info leaflets – passed to the PO.

2. AONB posters – displayed on the noticeboard.

3. RJPrint invoice for £70.24 and clerk's expenses of £32.70: payment agreed for both.

4. Donation requests from Carers' Support and Wiltshire Link Scheme: £25 was agreed for each.

5. M&G investment summary as at 31 December 2008: £106,581.25.

6. Best Kept Village competition – members decided against entering.
7. WALC literature, including invitation to nominate Cllrs for a royal garden party.
8. Invitation to launch of Smart Water at Devizes police headquarters on 17th March – the chairman would try to attend.

### **BANK FIGURES**

The clerk reported that, as at 31st January, the current account stood at £4,113.92 and the deposit account at £11,160.16.

### **ITEMS FOR REPORT**

1. Cllr Sturmeay reported that, on the Salisbury side of the A36 Knook junction, 2 wooden reflector posts had snapped off. The clerk to report this to the HA.
2. Cllr Hiscock reported that:
  - A) traffic was speeding in the High Street. The clerk to report this to PC Pegrum.
  - B) the Park Street hedge by the horse field was overhanging the public highway. The clerk to ask Cllr Sincock if the steward could attend to it.
3. Cllr Perry asked if she could place the minutes on the noticeboard – agreed.
4. Cllr Bennett-Shaw reported that:
  - A) a house in Mill Lane had recently been flooded.
  - B) although a new skid sign had been erected at the Imber Road junction, the PC's requested pedestrian warning sign was still awaited - the clerk to contact the HA again.
  - C) Nigel Still had agreed to cut the 3 grassed areas previously cut by Barry Bligdon and the 2 boys who trimmed the churchyard were willing to cut the Tytherington Road grassed triangle area. It was agreed that Mr Still be paid £100 for the annual cutting and the boys £20 for the monthly cut.

After signing the following cheques, the chairman closed the meeting at 8.45pm.

Cheques: clerk's salary: £239.25 Carers' Support: £25 (S.137) RJPrint: £70.24  
Link Scheme: £25(S.137) clerk's expenses: £33.70 stamps: £36

**MARCH 2009**

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 31 MARCH 2009**

**Present :** Mrs Hicketts (chairman), Mrs Sturmeay, Mrs Perry, Rev. Bennett-Shaw, Messrs: Sincock, Hillier, Hiscock, Reynolds, Bond, Lewis, D.Cllr Newbury

**Apologies :** Mrs Gross, C.Cllr Davis

**MINUTES OF THE LAST MEETING**

The minutes of the last meeting were confirmed and signed by the chairman, after Cllr Sturmeay asked that, in Matters Arising item 2, "land agent" be replaced by "water bailiff". Agreed.

**DECLARATIONS OF INTEREST**

There were none.

**PLANNING**

1. Permission to fell 1 lime tree in the grounds of Heytesbury House.
2. Applications by:
  - A) Mr Law for retaining wall to west side of property at 36 Chapel Road. No objections.
  - B) Mrs Sitwell for extension and alterations at 64 High Street. No objections.
  - C) Mr&Mrs Nowicki for extension, conversion and refurbishment of dwelling and outbuildings at Highway Cottage, 60 High Street. No objections.
3. Refusal to Heytesbury Village Hall committee for 12 dwellings and a new village hall at the football ground, Park Street.

**MATTERS ARISING FROM THE MINUTES**

1. A36 Knook Reflector Posts

As these had not yet been replaced, the clerk to contact the HA again.

2. Hedges

Cllr Sincock would ask the parish steward to trim the Park Street hedge. Cllr Bond agreed to remind the owners of Westover House to arrange for their hedge to be trimmed when necessary and Cllr Sincock would ask WWDC to side out the pavement.

3. A36 Pedestrian Sign

The clerk to contact the HA again regarding the provision of a warning sign. Cllr Perry had asked the MP to take up the issue of safety at the junction.

#### 4 . Footpaths

As Cllr Bennett-Shaw had not received a reply from the RoW warden, the clerk to ask him to repair the 2 gates on path 7.

#### 5. Seats

Jack of All Trades quoted £465 to sand down and apply 2 coats of stain and varnish to the 7 wooden seats and £35 to repair the vandalized noticeboard. Agreed and the clerk to ask him to repair the Newtown seat.

### **CORRESPONDENCE**

#### 1. WC:

A) info on the new planning arrangements.

B) poster and leaflet on the Sustainable Communities Act – passed to the PO.

2. WWDC housing and tax benefits take-up: 2 posters displayed on the noticeboard.

3. Warminster&Villages Community Partnership meeting about area boards on 9th May at Codford village hall.

4. Donation thanks from Carers' Support and Wiltshire Link Scheme.

5. M&G investment: £1700.24 was transferred on 28/2/09.

6. Plain Watch invitation – 7th April at Bulford.

7. WALC literature.

8. Town and Parish Standard.

9. Qinetic: initial stakeholder consultation on feedback document regarding MoD area of segregated airspace to south of SPTA – available on [qinetic.com/airspace](http://qinetic.com/airspace).

10. Wilts Health Services – contact details and leaflet passed to the PO, along with Rural Arts booklet, AONB leaflets and West Wilts In Focus.

11. Mazars: notice of audit for year ending 31/3/09. The chairman proposed, Cllr Bennett-Shaw seconded and it was agreed that Auditing Solutions be appointed as internal auditor.

12. Copy of a letter from Selwood Housing Society to Greenlands householders about the cost of upgrading and maintaining the sewage system. Cllr Reynolds said that the likely cost would be £1500 per household and that D.Cllr Newbury had agreed to assist the residents with their objections. The chairman advised residents to make use of the legal cover in their insurance policies.

13. Copy of a letter from Savills on behalf of the trustees of the Sassoon estate to the cricket club proposing to introduce a rental charge. This would also apply to the football club. The chairman asked members to consider the possibility of the PC purchasing the land to secure the future of the pitches and also afford the possibility of building a hall/changing rooms. She had asked D.Cllr Newbury to investigate courses of action. He reported that trustees were obliged to seek the best outcome. A valuation would be

needed for which the District Valuer could be consulted. The owners may aspire to development but the valuer would consider the planning history. Recreational land was usually valued at 1.5 to 2 times the cost of agricultural land and, with the football pitch at 2 acres and the cricket at 2.5 acres, together with access land a total of 7 acres would be a reasonable area, at a possible cost of £70,000. There would also be valuation and legal fees. WC would not contribute, however, the FA and other sources could be approached for funding. C.Cllr Davis had advised that the county solicitor be consulted in the first instance.

The chairman thanked D.Cllr Newbury for obtaining the information. She had asked the clubs to keep the PC informed of developments. She believed that parishioners would support the purchase of the pitches. She proposed that she, the vice-chairman and Cllr Lewis meet the county solicitor to seek advice on the best way to proceed and then to obtain a valuation if appropriate. Seconded by Cllr Bennett-Shaw and members agreed to support the proposal.

D.Cllr Newbury offered to pursue the repair of the estate wall in Park Street.

### **ITEMS FOR REPORT**

1. Cllr Bennett-Shaw stated that:

A) the green strip of land in Mantles Lane had been dug up by the builders – she would see the site manager about reinstatement and replacement planting by the Parish Council.

B) many daffodils planted on the verges had been blind and would probably need replacing.

C) soldiers had been training on the Cotley Hill path. Although the exercises were published in the newsheet, it was agreed that they should also be noted in the PN and on the website and parishioners duly warned.

2. Cllr Hiscock reported that:

A) 2 vehicles were being parked very near the corner of Newtown and Chapel Road. Cllr Bennett-Shaw agreed to ask the owners to move them to a safer position.

B) he and some parishioners had objected to the reference to Griffins in the PN article. The chairman said that the intention had been light-hearted, however, it was agreed that Griffins would not be mentioned in the PN piece again.

3. The chairman reported that Cllr Gross had explained to her that she had been finding it very difficult to attend many meetings and intended to offer her resignation.

After signing the following cheques, the chairman closed the meeting at 9pm.

Cheques: clerk's salary: £239. 25

## **AGM MAY 2008**

### **MINUTES OF THE ANNUAL PARISH MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD IN THE PORTAKABIN ON 27 MAY 2008**

**Present :** Mrs Hicketts (chairman), Mrs Perry, Mrs Sturmeay, Messrs: Sincok, Reynolds, Lewis, Hiscock, C.Cllr Davis

**Apologies :** Rev.Bennett-Shaw, Mrs Gross, Mr Bond, Mr Hillier, 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.

#### **MATTERS ARISING FROM THE MINUTES**

There were none.

#### **PARISH ACCOUNTS AND ANNUAL RETURN**

A copy of the annual accounts was given to each member in attendance. Approval of the accounts, Annual Return and Statement of Assurance was proposed by Cllr Sincok, seconded by Cllr Lewis and agreed. The clerk reported that the Charibond account stood at £101,382.71 at 31 March 2008, the HSBC village hall fund at £4,499.64 and at 30 April 2008 the current account balance was £14,432.20 (includes the precept) and the deposit account at £2,058.06.

#### **RISK ASSESSMENT**

A copy was given to each member in attendance and approval was proposed by the chairman, seconded by Cllr Sincok and agreed (to include retention of the level of fidelity guarantee at £2,000).

#### **CHAIRMAN'S REPORT**

Cllr Hicketts extended thanks to the clerk for her invaluable support for so many years, also to the very committed group of councillors who always worked for the good of the parish, including the two new councillors, Cllr Hiscock and Cllr Sturmeay, who lived in and (unofficially) represented Knook. She particularly thanked Cllr Lewis for working tirelessly for a couple of years to have the Blind House repaired to the exacting standards of English Heritage, and Cllr Perry, who had set up and managed a wonderful new parish website.

She said although sometimes the PC did not seem to be doing a great deal compared to larger councils, our role was equally important and when members felt nothing more was being done than ensuring signs were repaired, planning applications fairly dealt with and bus shelters cleaned, they could be happy in the knowledge that ours must be a very contented parish in which to live.

#### **VIEWS OF THE PUBLIC**

There were none.

The chairman closed the meeting at 7.25pm.

**APRIL 2009**

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD AT FALLOWFIELDS, LITTLE LONDON ON 28 APRIL 2009**

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

**Apologies :** Mrs Gross, Mr Hillier

**MINUTES OF THE LAST MEETING**

The minutes of the last meeting were confirmed and signed by the chairman, after Cllr Bennett-Shaw asked that, in Items for Report item 1A, "by the PC" be added after "planting". Agreed.

**DECLARATIONS OF INTEREST**

Cllr Hicketts and Hiscock declared a personal interest in planning 1A and Cllr Hicketts a personal interest in planning 1B.

**PLANNING**

1. Applications by:
  - A) Mr J.Wagstaff for proposed pitched roof on existing 2-storey extension plus internal alterations at 71 High Street. No objections.
  - B) Secretary of State for Defence for change of use from agricultural/forestry to military training at land north-east of Heytesbury House, Heytesbury Park. No objections.
  - C) Mrs Marment for conversion of existing integral garage into a kitchen and removal of rear lean-to at the Old Estate House, Park Street. No objections.
  
2. Permission to:
  - A) Mr Oates for replacement garage and extension of rear porch at 56 High Street.
  - B) Mr Venning for demolition of attached outbuildings and construction of replacement extension, reconstruction of existing flat roof to pitched/tiled construction and internal alterations at the Little House, High Street.
  - C) Mr Redding to fell cedar tree at 26 Little London.
  - D) Mr&Mrs Nowicki for extension, conversion and refurbishment of dwelling and outbuildings at Highway Cottage, 60 High Street.

## **MATTERS ARISING FROM THE MINUTES**

### 1. Chapel Road

Cllr Bennett-Shaw had not been able to speak to the residents and cars were still being parked very near to the corner from time to time.

### 2. Selwood Housing

D.Cllr Newbury said that householders' liability for costs originated from arrangements in conveyancing but it should be possible for householders to opt out. There were highly complex regulations attached to original ownership of the sewage system, but he believed that it should possibly have been transferred from the old Rural District Council to Wessex Water instead of WWDC. The householders' protest group would explore this line of inquiry. C.Cllr Davis reported that, as yet, it had not been possible to obtain evidence from Selwood under the FOI Act.

### 3. A36

The clerk reported that Interroute had assured her that the Knook reflector posts would be attended to. At the Imber Road junction the provision of double white lining would be investigated. Regarding the pedestrian warning sign, the area had not scored highly on the test route but another safety study would be carried out this financial year. The slippery road sign was provided for a minimum of 6 months after resurfacing or patching, after which another scrim test may show the need for resurfacing. Cllr Perry said that when waiting to turn into Imber Road from both Warminster and Salisbury directions, she was often overtaken. C.Cllr Davis pointed out that sufficient visibility existed there for safety purposes.

Cllr Hiscock said that trees on the approach from Salisbury direction between the A36 and Heytesbury road obscured visibility – the clerk to ask the HA to trim them and the vegetation on the roundabout.

## **CORRESPONDENCE**

### 1. WC:

A) Community Area Highway Information booklet – proposed works for 09/10 included a RoW parish survey and general maintenance works.

B) Local Transport Plan 2011 consultation document available on [wiltshire.gov.uk/transport/transport-publications](http://wiltshire.gov.uk/transport/transport-publications).

2. Equality and Human Rights Commission booklet on public sector duties.

3. Information Commissioners' Office DVD on FOI Act.

4. VAT refund of £199.57.

5. Warminster TC Annual Report 08/09.

6. Wilts Police Pledge – poster on noticeboard.

7. CPRE poster displayed and Community First News and Marie Curie Tea Party leaflets passed to the PO.

8. Age Concern Big 60 Challenge – the PC agreed to donate £25.
9. A) Insurance renewal premium: £832.93.  
B) WALC subscription: £236.15.  
C) Jack-of-All-Trades invoice: £549. Cllr Bennett-Shaw reported that he had replaced wood in 2 seats in addition to refurbishment of all the seats to a high standard.

Payment was agreed for all the above.

10. Letter of resignation from Cllr Gross, who felt unable to continue due to so many other commitments. The clerk to inform WC of the casual vacancy, who will send official notices to be displayed. In addition, Cllr Reynolds to mention the vacancy in the PN article and the clerk to give Cllr Bennett-Shaw a notice to be placed in the PN. It was agreed that, should no candidate come forward, the clerk would contact the 2 previously interested unadopted candidates.

11. Election notices displayed for the unitary authority and European parliamentary elections on 4th June.

12. Downlands arboricultural services leaflet.

#### **DONATIONS AND RENT**

Allocated as agreed in the budget provision: Heytesbury Football Club for portakabin rental: £220, Cricket Club donation: £110 and grasscutting donation to Heytesbury PCC: £350.

Payments were proposed by the chairman, seconded by Cllr Sincock and agreed.

#### **CLERK'S SALARY**

WALC advised that an additional 0.5% had been negotiated for 08/09 and that the offer of an increase of 0.5% for 09/10 would remain on the table until 1st June, by which time if a negotiated settlement had not been agreed, the offer would be withdrawn and there would be no pay rise for 09/10. The chairman proposed that the PC award the clerk an increase of £1 per hour (£20 per month) as from April 09 – seconded by Cllr Sincock and agreed. The clerk thanked the council.

#### **SPORTS PITCHES PURCHASE**

The chairman reported that she and the vice-chairman had discussed the possibility of purchase with the county solicitor, Trevor Slack, who had agreed to assist at a cost of £80 per hour, although he had not charged for the meeting and would not charge for phone calls. He would initially contact Savills and recommended that, if the PC wished to proceed with the purchase, negotiations should be opened prior to contacting the district valuer for a valuation. At this stage the PC must agree to passing the following resolution:

The Parish Council resolves to open negotiations to purchase the sports pitches, as identified by the red line on the map, with the present owners. The Parish Council instructs Trevor Slack, county solicitor, to act on its behalf with all legal work.

Acceptance of the resolution was proposed by the chairman and seconded by Cllr Sincock. There were 8 votes in favour and 1 abstention.

It was also agreed that the clerk inform the Charity Commission that the PC was considering the purchase of the cricket and football pitches and to ask how much notice was required for withdrawal of the money should the purchase prove successful.

### **ITEMS FOR REPORT**

1. Cllr Bennett-Shaw stated that a huge mast had been erected on railway land on the far side of the Rise Road railway bridge. The clerk to ask WC if pp was required.
2. Cllr Sturmeay:
  - A) gave the clerk site photos to be sent to the Piscatorial Society and Heytesbury Estate when asking for permission to erect a seat in Knook.
  - B) raised the matter of the proposed sale to Selwood Housing of a field in Knook used as a children's recreation ground. D.Cllr Newbury reported that WC had agreed the sale. He had pointed out to them that there was a statutory requirement for public consultation on the proposed disposal of open space and asked that, if the sale had not been finalized, the required notices be published. He also requested that, should the sale proceed, a replacement recreational area be provided. It was agreed that the clerk protest to WC that the PC had not been informed or consulted at any stage.
3. Cllr Sincock asked if members had any tasks for the parish steward. As it was agreed that he had been doing such an excellent job, it was agreed that the clerk send a letter of thanks.

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

Cheques: clerk's salary: £259. 25	Heytesbury PCC: £350 (S.214)
WALC: £236.15	Cricket Club: £110
	Heytesbury Football Club: £220
Age Concern: £25 (S.137)	Jack-of-All-Trades: £549
Allianz: £823.93	

**MAY 2009**

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD AT THE PORTAKABIN ON 26 MAY 2009**

**Present :** Mrs Hicketts (chairman), Mrs Sturmeay, Mrs Perry, Messrs: , Hiscock, Hillier, Bond, Lewis, C.Cllr Davis

**Apologies :** Rev.Bennett-Shaw, Brig.Sincock, Mr Reynolds, D.Cllr Newbury

The chairman opened the meeting at 8pm following the Annual Parish Meeting.

**ELECTION OF CHAIRMAN 2009/2010**

Cllr Hicketts was proposed by Cllr Bond, seconded by Cllr Lewis and all were in favour.

She said she was happy to take it on but advised members that her house would shortly be on the market. However, she hoped to move within the parish.

**ELECTION OF VICE-CHAIRMAN 2009/2010**

Cllr Sincock was proposed by the chairman, seconded by Cllr Bond and all were in favour.

**CHAIRMAN'S ALLOWANCE**

As budgeted, £200 was proposed by Cllr Lewis, seconded by Cllr Sturmeay and agreed.

**PUBLIC PARTICIPATION**

There was none.

**DECLARATIONS OF INTEREST**

There were none.

**MINUTES OF THE LAST MEETING**

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

**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: footpath representative; monitoring of footpaths; grasscutting and recycling area; village clean-up.

Cllr Reynolds: Parish News reports; waste representative.

Cllr Bond: monitoring of footpaths and grass verges; arranging annual playground inspection.

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

Cllr Sturmev: transport representative.

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

Cllr Hiscock: health/safety and fire representative.

The chairman proposed that the member who replaced Cllr Gross should be asked to take on her duties of community planning and playground development. Agreed.

## **PLANNING**

1. Permission to:
  - A) Mrs Sitwell for extension and alterations to dwelling at 64 High Street.
  - B) Mr Law for retaining wall to west side of property at 36 Chapel Road.
  - C) Mrs Marment for conversion of existing integral garage into a kitchen and removal of rear lean-to at the Old Estate House, Park Street.

## **MATTERS ARISING FROM THE MINUTES**

1. Knook Seat

Jason Lewis had replied that the proposed seat did not appear to be on Heytesbury Estate land. Cllr Sturmev had arranged a site meeting with the Piscatorial Society representative.

2. Selwood Housing

Mark Hunnybun of WC confirmed that the land at Knook would not be sold without further discussion with the PC.

3. A36

Cllr Sturmev reported that the Knook reflector posts had been replaced.

4. Railway Mast

WC advised that the railway companies were deemed Statutory Undertakers and as such did not require pp from local authorities to carry out development on their land. This included the erection of masts.

## **CORRESPONDENCE**

1. WC:

- A) info on decision-making between 1<sup>st</sup> April and 4th June 2009.
- B) contact numbers leaflets (passed to the PO).

2. Warminster Rural Neighbourhood Tasking Group meeting on 27<sup>th</sup> May – Cllr Perry to attend.
3. Consultation document (issue 2) on proposal to establish an area of segregated airspace in the vicinity of Salisbury Plain danger areas to accommodate training requirements of unmanned aircraft capability. See [qinetic.com/airspace](http://qinetic.com/airspace) – responses needed by 4<sup>th</sup> September.
4. AONB Local Action Groups info and notice of forum on 17<sup>th</sup> June at Dinton village hall.
5. Donation thanks from the cricket club and Age Concern and requests from SPLASH and Bobby Van: £25 each was agreed.
6. Invoice for £125 from D.Bond for footpath cutting: payment agreed.
7. Email from Cllr Sincock regarding the high number of trucks using the High Street to access the Park Street building site. Members did not see it as a problem but would monitor the situation.
8. A number of emails from Colin Reeves of Heytesbury Park concerning the MoD application for change of use. The chairman had replied and the matter had been dealt with under views of the public at the preceding Annual Parish Meeting.

#### **SPORTS PITCHES PURCHASE**

The chairman reported that the football and cricket clubs had written to advise Savills that they could not afford to pay the proposed rental. Both clubs had agreed to consult the chairman before any further action was taken.

#### **ITEMS FOR REPORT**

1. C.Cllr Davis bid farewell to the PC (his term of duty would end on 4<sup>th</sup> June) by saying that it had been an honour and privilege to represent the parish at WCC. He had an 80% attendance rate at PC meetings. The chairman and members thanked him for his invaluable support and advice.
2. Cllr Perry asked for PC permission to place a help list of contacts and regularly - changed photos with the photographers' names onto the website. Members thanked her and agreed.

After signing the following cheques, the chairman closed the meeting at 8.18pm.

Cheques: clerk's salary: £259                      SPLASH: £25 (S.137)                      D.Bond: £125  
D.Hicketts: £200                      Bobby Van Trust: £25 (S.137)

**JUNE 2009**

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD AT THE PORTAKABIN ON 30 JUNE 2009**

**Present :** Mrs Hicketts (chairman), Mrs Sturmeay, Rev.Bennett-Shaw, Mrs Perry, Messrs: , Sincock, Hiscock, Bond

**Apologies :** Mr Reynolds, Mr Hillier, Mr Lewis, W.Cllr Newbury

2 members of the public

The chairman opened the meeting at 7.15pm.

**PUBLIC PARTICIPATION**

Marcia Girard asked the PC to reconsider the MoD application for change of use at land north-east of Heytesbury Park due to: incorrect advertising, no neighbourhood consultation, late MoD information, ambiguity of MoD report, proposed use of pastureland and woodland for military training, proposed dangerous crossing incorporating part of a footpath, possible use of tanks. There was great potential for noise and nuisance close to East Hill and Heytesbury Park, a natural amphitheatre. Residents supported the application in principle, but only if their concerns were addressed. Cllr Sincock said that MoD may have slightly misled the PC in the first instance. The chairman said that the application had been fully discussed at the PC meeting on 28 April and Mrs Girard's concerns had been heard at the Annual Parish Meeting on 26 May. The residents had valid concerns but the PC's decision had already been taken. She proposed that the clerk ask if it was possible for the PC to comment on the application again and for it to be put before the full WC planning committee in the light of residents' concerns and recent MoD information.

The clerk would also ask Nigel de Foubert and the land agent to attend the PC meeting on 25 August to discuss the points raised.

**DECLARATIONS OF INTEREST**

Cllrs Perry, Sincock , Bennett-Shaw, Sturmeay and Bond declared a personal interest in planning application 1A.

**MINUTES OF THE LAST MEETING**

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

**PLANNING**

1. Applications by:

- A) Mr Giessler for change of use of land/ erection of stable block at land adjoining North Lodge, Heytesbury Park. No objections.
- B) Mr Tebbs for works to elder and Italian Cypress tree and felling of Lawson Cypress and Douglas fir at Rivendell, Newtown. No objections.
- C) Mr Bartlett for works to mulberry tree at 4 Cotley Place. No objections.

2. Mr Wagstaff for proposed pitched roof on existing 2-storey extension and internal alterations at 71 High Street: withdrawn.

## **MATTERS ARISING FROM THE MINUTES**

### **1. Knook Seat**

As Mr Pottow had not replied to the PC's request for written permission for the seat to be erected, the clerk to send him a permission letter to sign, with an SAE for return.

### **2. Charity Commission**

The Charity Commission had replied to the clerk's request for the method of withdrawing the money invested that M&G investment management, the fund manager, must be approached. M&G advised that the shares could be sold at any time.

## **CORRESPONDENCE**

### **1. WC:**

- A) Fun in the Sun: to be passed to the school.
- B) Christopher Newbury had been elected as Wiltshire Councillor – the clerk to send the PC's congratulations.
- C) Parish improvements grant scheme.
- D) Area Board Highways info – included minor scheme at Ansty Hill and lining and signing B390 at Knook Hill, also proposed Heytesbury footpath survey and general maintenance works.

### **2. WALC literature.**

3. Consultation document (issue 2) on proposal to establish an area of segregated airspace in the vicinity of Salisbury Plain danger areas to accommodate training requirements of unmanned aircraft capability. See [qinetic.com/airspace](http://qinetic.com/airspace) – responses needed by 4th September. The chairman asked Cllr Perry to advise Heytesbury Park residents of this.

### **4. Charity Commission News.**

5. Donation thanks from SPLASH, Bobby Van and Heytesbury PCC.

6. Invoice for £34.76 from RJ Print: payment agreed.

7. Email from Cllr Reynolds regarding the danger posed by extremely long grass on the triangle at the top of Knook Hill which obliterated the view of those arriving at the junction from the Chitterne direction. The clerk had reported this to Clarence and Interoute.

8. Audit report and invoice for £138 - payment agreed.

9. Letter from Interoute regarding a tree liable to cause damage or injury on the A36 – the clerk had advised them to contact Peter Corbett, as the tree was on Sassoon estate land.

10. Passed to the PO: West Wilts In Focus, Bridge House Training Course, Living River newsletter and Wilts Wayfarer.

### **SPORTS PITCHES PURCHASE**

The chairman reported that Peter Corbett had replied to a letter from the football club that "perhaps it would be better to go back to grassland".

He had also replied to Trevor Slack's letter that his clients did not wish to sell the cricket and football pitches at the present time.

Mr Slack suggested that the next stage would be for the PC to consider passing this resolution:

In the event that the land cannot be acquired on reasonable terms by agreement, to make representations to Wiltshire Council for the land to be acquired compulsorily in pursuance of Section 125 of the Local Government Act 1972 for the purpose of providing recreational facilities in accordance with the statutory powers of the Parish Council to provide such facilities.

Acceptance of the resolution was proposed by Cllr Bennett-Shaw, seconded by Cllr Perry, all were in favour and the resolution was duly passed. Cllr Hicketts abstained as her son was secretary of the football club.

The clerk to advise Mr Slack that the resolution had been passed and to ask him for guidance on the next stage.

### **CASUAL VACANCY**

WC confirmed that the PC could co-opt a replacement member. The vacancy notice had been placed on the noticeboard, PO, Parish News and website. The chairman asked members to bring names of anyone interested to the next meetings.

### **ITEMS FOR REPORT**

1. Cllr Sincock asked for parish steward tasks – weedkilling on road edges was requested, as well as the mechanical sweeper. He offered to trim the pathway to the portakabin, the chairman asked Cllr Bond to speak to Westover House owners about trimming the hedge and the clerk to ask Clarence to side out the pavement from the High Street to the roundabout and to trim the long grass on the roundabout. Cllr Perry said that overgrown trees were obscuring visibility in Imber Road – she would send details of the precise location and ownership to the clerk.

2. Cllr Perry said that anti-social behaviour, speeding and parking on the pavement were topics raised at the NTG meeting. A big army exercise was planned for 13-24 July.

3. Cllr Hiscock complained of the very deep potholes in Newtown. The chairman replied that, as it was a private road, the residents and Heytesbury Estate must bring the road up to required standard before WC would agree to adopt it. She advised him to go door-to-door for support and to ask Heytesbury Estate for financial support, having investigated the standard Highways would expect for adoption and the cost involved.

4. Cllr Sturmeay said that:

A) Mr Pottow had complained of dog walkers leaving the footpaths. As there was a link between dogs and aborting cows, he requested more warning

signs. The clerk to ask the RoW warden to contact Mr Pottow about such provision and the precise locations involved.

- B) Mr Clifford of West Farm Barns had asked for signs warning of the concealed entrance on the B390. The clerk to ask WC for such provision and for warnings of troops crossing at Knook Camp.

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

Cheques: clerk's salary: £259.50      RJPrint: £34.76      Auditing Solutions Ltd: £138

**JULY 2009**

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH  
COUNCIL HELD AT THE PORTAKABIN ON 28 JULY 2009**

**Present :** Mrs Hicketts (chairman), Mrs Sturmeay, Mrs Perry, Messrs: Reynolds, Lewis

**Apologies:** Rev.Bennett-Shaw ,Messrs Hiscock, Bond, Sincock, Hillier, W.Cllr Newbury

1 member of the public

The chairman opened the meeting at 7.15pm.

**PUBLIC PARTICIPATION**

There was none.

**DECLARATIONS OF INTEREST**

There were none.

**MINUTES OF THE LAST MEETING**

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

**PLANNING**

1. Permission to:
  - A) Mr Giessler for change of use of land/ erection of stable block at land adjoining North Lodge, Heytesbury Park.
  - B) Mr Tebbs for works to elder and Italian Cypress tree and felling of Lawson Cypress and Douglas fir at Rivendell, Newtown.
  - C) Mr Bartlett for works to mulberry tree at 4 Cotley Place.
2. Applications by:
  - A) Mr Wagstaff for rear extension at 71 High Street. No objections.
  - B) Peter Jay to construct on north gable end wall of property a single-storey extension with pitched roof to be used as utility room and porch entrance at 27 Little London. No objections.
  - C) Kelly Roberts to fell all Leylandii trees in rear garden at 23A Little London. No objections.

**MATTERS ARISING FROM THE MINUTES**

1. Knook Seat

Cllr Sturmeay reported that Mr Pottow had given written permission for the seat to be erected in Knook near to the wooden bridge on the opposite side of the stables. They had chosen a seat from the Glasdon recycled range at a cost of £406.81 – agreement proposed by the chairman, seconded by Cllr Lewis and all were in favour. To counteract

the uneven ground, a concrete base was needed. The clerk to ask Glasdon and Dave Bond the cost of provision and to ascertain the cost of insuring the seat.

2. MoD

Nigel de Foubert had agreed to attend the August PC meeting. Cllr Perry had advised the Heytesbury Park residents of this and also the consultation on the proposal to establish an area of segregated airspace in the vicinity of Salisbury Plain danger areas to accommodate training requirements of unmanned aircraft capability. WCllr Newbury had advised that it was possible for PCs to comment further on applications. The chairman had asked Dave Hubbard of WC to put the application to committee, however he had not agreed at this stage.

3. A36

Interoute had cleared the overgrown vegetation at Knook.

4. West Farm Barns "concealed entrance" Sign

WC had sent a map to be marked with the entrance on the B390 – the clerk to return this. Warning signs and SLOW road markings were provided in April to warn of pedestrian movement activity between north and south sides of Knook Camp, crossing the B390. MoD were considering funding a formal crossing at this location.

## **CORRESPONDENCE**

1. WC:

- A) Adoption of Wilts&Swindon Minerals and Waste Core Strategies.
- B) Dept for Transport, Environment and Leisure Service Directory.

2. WALC literature.

3 Community First News: passed to the PO.

## **SPORTS PITCHES PURCHASE**

The chairman reported that the football club had offered to pay £180 per annum and the cricket club £200.

As Mr Slack had not replied to the clerk's inquiry regarding guidance on the next stage on the compulsory purchase route, she would contact him again.

## **CASUAL VACANCY**

Rebekah Mundy attended the meeting and expressed interest in becoming a parish councillor. Co-option to be placed on the next agenda.

## **ITEMS FOR REPORT**

1. Cllr Reynolds was pleased to report that the Park Street development had been named "Old Forge Close".

After signing the following cheques, the chairman closed the meeting at 7.35pm.

Cheques: clerk's salary: £259.25

### **TRUSTEES' MEETING**

The clerk reported that, as at 30 June 2009, the Raymond Hall Fund stood at £108,991.52.

General trustees' information could be found at [www.charitycommission.gov.uk](http://www.charitycommission.gov.uk).

The chairman closed the meeting at 7.37pm.

**AUGUST 2009**

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD AT THE PORTAKABIN ON 25 AUGUST 2009**

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

6 members of the public

**Apologies:** Mrs Perry, Messrs Lewis, Bond, Hillier, W.Cllr Newbury

The chairman opened the meeting at 7.15pm.

**POLICE**

PC Vicki Pegrum told members about new 30mph triangular warning stickers, produced to be affixed to wheelie bins as speed reminders at a cost of £1 each. She asked if the PC would be willing to purchase some for resale to residents. It was decided to buy 100 in order to give them to parishioners, rather than charging them. The clerk to inform PC Pegrum.

**MoD REPRESENTATIVES and PUBLIC PARTICIPATION**

Nigel de Foubert and Nigel Sharp attended in order to answer queries from parishioners about the application at land north-east of Heytesbury Park. Mr Hand had informed the PC that a meeting had already been held between MoD representatives and some Heytesbury Park residents at which they had been told that the applicant had withdrawn its application in respect of the 50 acres of pastureland adjacent to Heytesbury House; WC had asked for a noise impact study for use of the 100 acre plantation; the applicant would accept planning conditions limiting use of the plantation to the level of activity proposed in the MoD report and that MoD would review the siting of the proposed vehicle crossing, although Highways had approved it. Mr Hand requested that the PC inform WC that, although the application was supported, conditions should be imposed to address noise problems and that the crossing site should be reviewed.

Marcia Girard reiterated the points of agreement above and in addition that the shoot would not place guns in the pastureland and shoots would only take place approx.10 days per annum. Only single tanks would be parked in any one bay at a time.

Nigel de Foubert agreed with all the above and assured members and residents that MoD would contact WC to outline all the points of agreement, with copies to the PC and to Heytesbury Park residents. There would not be a new planning application.

The chairman said that, as there would not be a new application, the PC would only respond to WC regarding points raised in the letter.

She extended thanks to all for attending.

**DECLARATIONS OF INTEREST**

There were none.

**MINUTES OF THE LAST MEETING**

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

## **PLANNING**

1. Permission to:
  - A) Mr Wagstaff for rear extension at 71 High Street.
  - B) Kelly Roberts to fell all Leylandii trees in rear garden at 23A Little London.
2. Applications by:
  - A) Kelly Roberts for erection of a log cabin in rear garden of 23A Little London. No objections.
  - B) Mr Cutler for proposed outbuilding to include garaging and studio at 128 Park Lane. Cllr Reynolds had reported that 2 gateposts and a driveway, involving removal of a section of hedge and bank abutting the road, had already been installed. Members were very concerned that the proposed building was large enough to be used as separate accommodation. It was decided that no objections be raised but to ask WC to impose the condition that the building should not be used as separate living accommodation in future and that highways investigate the access onto the narrow lane. The clerk also to point out that as no drainage system was shown on the plan it was assumed that nothing in the building would render it necessary.

## **MATTERS ARISING FROM THE MINUTES**

1. Knook Seat

Cllr Sturmeay reported that Dave Bond would install the concrete base (Glasdon did not carry out such work) and it was agreed that he proceed. The clerk reported that Mrs Pottow had given permission for the seat to be delivered to the farm.

2. West Farm Barns "concealed entrance" Sign

WC had agreed to investigate the matter.

## **CORRESPONDENCE**

1. WC:
  - A) South Wilts Core Strategy Submission Document.
  - B) Consultation on harmonisation of concessionary travel – it was proposed that local alternatives to the national bus pass be withdrawn. It was agreed that the clerk complete the questionnaire to agree with the proposal to withdraw the alternatives if extra support were given to compensate those who might suffer hardship as a result.
  - C) Code of conduct info – leaflets were given to members present.
2. Hills recycling credit of £292.10 – banked on 25 August.
3. English Heritage questionnaire regarding public access to the Blind House – completed and returned by the clerk.

4. Qinetic stakeholder consultation for proposed area of segregated airspace – MoD had obtained actual noise measurements, now available on [qinetic.com/airspace](http://qinetic.com/airspace). Response forms were available online.

### **BANK FIGURES**

The clerk reported that, as at 30 July, the current account stood at £9132.89 and the deposit account at £11,363.96.

### **SPORTS PITCHES PURCHASE**

Trevor Slack had outlined the points to be made by the PC when submitting the request for compulsory purchase to WC:

There is a need for recreational facilities. It would be appropriate to provide approximate numbers of those who would use the sports facilities in relation to the population of the parish as a whole. It may be that those using the facilities would come from a wider area.

Cllr Reynolds to obtain usage numbers and frequency of use from the cricket club and the chairman from the football club in addition to rental costs for each club.

The use of the existing sports facilities was likely to be withdrawn by the owners of the land or made available on terms which were unreasonable or unaffordable.

The clerk would attach a copy of the letter from Savills suggesting that it may be better to return the area to grassland.

The owners of the land have been approached with a view to acquiring the land by agreement and the owners unwilling to sell the land by agreement.

The clerk to send the draft to Trevor Slack, then to the WC solicitor Ian Gibbons.

The chairman said that the football club was experiencing financial difficulties and requested a donation, possibly of £150. Donation of this sum (a one-off) was proposed by Cllr Sincock, seconded by Cllr Bennett-Shaw and agreed. The chairman abstained.

### **CO-OPTION**

As few members were present it was decided that this be placed on the next agenda. The clerk to inform Mrs Mundy.

### **ITEMS FOR REPORT**

1. Cllr Sincock asked for parish steward tasks. Cllr Sturmeay asked for Knook potholes to be patched and the siding out of the High St to the roundabout pavement was again raised. The clerk had been informed that this was deemed a very low priority, but that it may be possible for the steward to use the Unimog machine – Cllr Sincock to pursue this.

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

Cheques: clerk's salary: £259.25  
(S.137)

Heytesbury Football Club: £150

**SEPTEMBER 2009**

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD AT THE PORTAKABIN ON 29 SEPTEMBER 2009**

**Present :** Brig.Sincock (vice-chairman), Mrs Sturmey, Rev.Bennett-Shaw, Mrs Perry, Messrs: Reynolds, Bond, Hiscock, Lewis

1 member of the public

**Apologies :** Mrs Hicketts, Mr Hillier, W.Cllr Newbury

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

**PUBLIC PARTICIPATION**

Ms Stratton expressed disappointment that the PC had not applied for WC Playbuilder funding for playground equipment. However, she had applied on behalf of the PC for £37,200 for a "jukebox selection". She had arranged an on-site quote at the playground to be given by Playdale on 14 October, which Cllr Sturmey would also attend. Equipment for Knook would also be considered if sufficient monies could be obtained. Cllr Sincock apologised that the PC had not submitted an application and thanked her for the timely intervention.

**DECLARATIONS OF INTEREST**

Personal interest was declared by Cllr Hiscock in planning item 1B and Cllr Lewis in item 3.

**MINUTES OF THE LAST MEETING**

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

**PLANNING**

1. Applications by:

- A) BTA Architects for felling of willow at the Coach House, Mantles Lane. No objections.
- B) Mr&Mrs Venning for replacement garage (revised design) at land rear of the Little House, High Street. No objections, subject to the condition that raising the garage level did not set a precedent for raising the level of the proposed bungalow.
- C) Revised plans for a proposed outbuilding to include garaging and studio at 128 Park Lane. The clerk to reiterate the previous request for the attachment of the condition to any permission that the proposed building shall remain as permanent ancillary accommodation to the principal dwelling and shall be occupied only by persons of the same household.

2. Permission to:

- A) Kelly Roberts for erection of a log cabin in rear garden of 23A Little London.

B) Mr Jay for erection of single-storey side extension at 27 Little London.

3. Extension at 53 High Street: Cllr Lewis reported that a window frame had been placed in the extension wall directly opposite his daughter's bedroom. As no window was shown on the plans on that elevation, the owner would have to apply for permission to install a window. The frame had since been covered in tiles and the owner was aware that the PC would object were a window to appear there. Cllr Lewis would monitor the situation.

## **MATTERS ARISING FROM THE MINUTES**

1. Knook Seat

Cllr Bond had installed the concrete base and the clerk had ordered the seat. Cllrs Reynolds, Lewis and Sincock all offered to help with the placement. Payment of the base invoice of £125.35 and footpath cutting of £181.25 was agreed.

2. MoD Heytesbury Park Application

Two copies of letters:

- A) from MoD to WC to confirm the exclusion of military training from the enclosed parkland, so that only the woodland area would be used for military training, and to reduce impact of noise on local residents, L27 or L29 battle simulation explosives would not be used within the area. Defence Estates had commissioned a noise survey which would be given to WC and available for public inspection.
- B) from Heytesbury Park Ltd to MoD to note the omission in the letter of the applicant's willingness to accept planning conditions to restrict use of the plantation to the upper levels of activity envisaged in the MoD report, and the lack of mention of MoD's intention to discuss the site of the proposed vehicle crossing.

## **CORRESPONDENCE**

1. Invitations to:

- A) Service of Dedication for the new Wiltshire Council at Salisbury Cathedral on 11 October.
- B) Selwood Housing Annual Event on 20 October.

The clerk to reply that no PC representatives would attend.

2. Donation requests:

- A) Heytesbury Village Bonfire: £30 agreed.
- B) Vitalise: £25 agreed.

3. Completion of audit: Mazars advised that standing orders should be reviewed – to be placed on the March 2010 agenda. All relevant notices had been displayed and payment of the invoice for £155.25 was agreed.

4. Cranborne Chase Woodfair on 10/11 October – notice displayed.

5. Playsafety invoice of £72.45 for the annual playground inspection – payment agreed.
6. WALC literature.
7. STREAM newsletter and Wilts Music Centre Annual Review – placed in the PO.
8. Charibond: £1759.51 distributed on 31 August 2009.

### **SPORTS PITCHES PURCHASE**

The clerk had submitted the draft application for compulsory purchase to Trevor Slack for advice on amendments. It was agreed that she ask the District Valuer to proceed with the valuation of the area. W.Cllr Newbury had telephoned his apologies and offered any help needed.

### **ITEMS FOR REPORT**

1. Cllr Sincock said that the parish steward would investigate the possibility of digging out another drain in Knook and endeavour to fill Knook potholes. Cllr Hiscock said that Interoute intended to trim the bypass trees and Cllr Sincock would pursue the cutting of the trees at the roundabout and the siding out of the pavement.
2. Cllr Perry reported that a book on Heytesbury, Tytherington and Knook would soon be published, also baptism and burial records. Both to be noted on the website. The PC may need to adopt grit bins in future to ensure their retention (WC to advise). Cllr Sincock to ask the steward to check them all.
3. Cllr Sturmeay said that the wooden bridges in Knook were slippery when wet and needed wire mesh to counteract this. The clerk to contact the footpath warden.
4. Cllr Hiscock said that the cricket club needed financial assistance – to be placed on the next agenda.

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

Cheques: clerk's salary: £259.25 Heytesbury Village Bonfire: £30 (S.137)  
Mazars: £155.25 D.Bond: £306.60 Vitalise: £25 (S.137) Playsafety: £72.45

**OCTOBER 2009**

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD AT THE PORTAKABIN ON 27 OCTOBER 2009**

**Present :** Mrs Hicketts (chairman), Mrs Sturmeay, Rev.Bennett-Shaw, Messrs: Sincok, Reynolds, Hiscock, Lewis, WCllr Newbury

PCSO Wright

**Apologies :** Mrs Perry, Mr Hillier, Mr Bond

The chairman opened the meeting at 7.15pm.

**PUBLIC PARTICIPATION**

There was none.

**DECLARATIONS OF INTEREST**

Personal interest was declared by Cllr Bennett-Shaw in planning item 2C.

**MINUTES OF THE LAST MEETING**

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

**PLANNING**

1. Permission to:
  - A) BTA Architects for felling of willow at the Coach House, Mantles Lane.
  - B) Revised plans for a proposed outbuilding to include garaging and studio at 128 Park Lane: conditions apply, including that the proposed building shall remain as permanent ancillary accommodation to the principal dwelling and shall be occupied only by persons of the same household and shall not be subdivided, let or sold as separate accommodation.
2. Applications by:
  - A) S.Pottow&Son for extensions to agricultural building at Mill Farm. No objections.
  - B) Mr Bartlett to fell a row of 15 Lawson's Cypress at 4 Cotley Place. No objections.
  - C) Mr Hungerford for works to yew trees at St Peter and St Pauls Church. No objections.

**MATTERS ARISING FROM THE MINUTES**

1. Knook Seat

The clerk reported that the seat had been delivered. Cllr Bond would collect it and contact the volunteer helpers to arrange installation. It was agreed to pay the Glasdon invoice of £401.35.

2. Parish Steward

Cllr Sincock said that WC had surveyed the Knook area requiring more drainage and would endeavour to lay new pipes and drains. The steward would fill some potholes. Cllr Hiscock said there was a huge puddle at the end of Rise Road – Cllr Sincock would ask if the steward could clear the drainage ditch.

3. Playbuilder Grant

Cllr Sturmey said that, following the site meeting on 14 October, plans would be drawn up, after which householders on the boundary would need to be consulted. WC had refused the grant until ownership had been established, but another application could be made in April 2010. Cllr Sturmey had carried out a survey of children in Knook. Three items of equipment at a cost of £10,000 would be appropriate. Gates would also be needed, for which a WC grant may be applicable.

## **CORRESPONDENCE**

1. WC:

- A) Adoption of Wilts&Swindon Minerals&Waste Development Control Policies.
- B) Road closures for annual events – info request. None were deemed appropriate.
- C) Presentation on parish precepts w/c 16 November. The clerk to reply that no PC representatives would attend.
- D) Planning for Wiltshire's future – Cllr Sturmey to attend the meeting on 10 November.

2. Donation thanks from Vitalise and Neil Clough, who would like to see all the members of the PC attend the Heytesbury Village Bonfire.

3. Email from Cllr Bennett-Shaw regarding a missing "No Ball Games" sign from Westlands. The clerk had spoken to Steve Richardson of WC, who would pay a site visit, however, he said that such signs were unenforceable (no byelaws) and also WC wished to encourage fitness.

4. Email from PC Pegrum, to explain that the cost of wheelie bin stickers had risen, however PCSO Wright said that the price may drop if sufficient were ordered – PC Pegrum to advise.

5. West Wilts in Focus – passed to the PO.

6. WALC literature, including info on a community defibrillator – the clerk to make enquiries.

7. Charibond value: £117,191.79 as at 30 September 2009.

## **SPORTS PITCHES PURCHASE**

A) The district valuer's report estimated the cost of a compulsory purchase acquisition at £80,000 land costs plus £11,000 further costs. The report should be considered valid for 4 months from 22 October 2009. In addition to the foregoing potential claim, the claimant would be entitled to statutory interest on the compensation

from the entry date to the date of legal completion, as well as reasonable legal costs. The estimate excludes any potential liability for CPO admin costs or surveyor's or legal fees incurred in negotiating and settling a claim, contingency sum or potentially significant costs if the claim is disputed and referred to the Land Tribunal. Risk of potential liability could be mitigated if it were possible to proceed on the basis of acquisition by agreement under the shadow of compulsory purchase powers, which would preserve the flexibility to halt proceedings should it become apparent that the potential liability was too great.

B) a letter from Savills stating that, at the present time, the Trustees were not intending to sell the land and therefore would be against any compulsory purchase.

C) copy of a solicitor's letter to the cricket club and licence agreement (3-year contract with restrictions) at an annual cost of £250.

Cllr Lewis pointed out the risk factors and Cllr Reynolds warned that the PC should proceed with caution. The cricket club would seek advice on the contract and it was possible that they would move to Sutton Veny, leaving the pitch unmaintained.

It was agreed that the clerk send a copy of the report, Savills letter and cricket club contract and letter to Trevor Slack, together with another copy of the PC's draft submission for compulsory purchase, to seek his advice on potential risks and costs and the best way to proceed. W.Cllr Newbury offered any help needed.

#### **CASUAL VACANCY – CO-OPTION**

Cllr Bennett-Shaw said that Sarah Buttenshaw had expressed interest in becoming a councillor and it was decided that the clerk invite her and Mrs Mundy to the meeting on 24 November, when the vacancy would be placed on the agenda.

#### **CRICKET CLUB DONATION**

Cllr Hiscock asked that the club be given a "one-off" donation to match that given to the football club. Payment of £150 was agreed.

#### **ITEMS FOR REPORT**

1. Cllr Bennett-Shaw:

A) reported that a number of tyres had been dumped in the Tytherington Road area. Michael Pottow was upset that he had been inadvertently connected with this, but Cllr Bennett-Shaw had apologised to him for the confusion. He had offered to clear the tyres should the need arise, for which the clerk had thanked him.

B) presented invoices for grasscutting from: Ben Agate (£70), Ben Clough (£70) and Still's Garden Maintenance (£160). Payment was agreed.

2. PCSO Wright reported an increase in rural crime, particularly theft of farm equipment and vehicles and daytime burglaries. Awareness was needed.

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

Cheques: clerk's salary: £259.25      Still's Garden Maintenance: £160  
Cricket Club: £150 (S.137)      Glasdon: £401.35      B.Agate: £70      B.Clough: £70

**NOVEMBER 2009**

**MINUTES OF THE MEETING OF HEYTESBURY, IMBER AND KNOOK PARISH COUNCIL HELD AT THE PORTAKABIN ON 24 NOVEMBER 2009**

**Present:** Mrs Hicketts (chairman), Mrs Perry, Messrs: Sincock, Reynolds, Hiscock, Bond, Hillier, WCllr Newbury

PCSO Wright, 1 member of the public

**Apologies:** Rev.Bennett-Shaw, Mrs Sturmeay, Mr Lewis

The chairman opened the meeting at 7.15pm.

**PUBLIC PARTICIPATION**

There was none.

**DECLARATIONS OF INTEREST**

Personal interest was declared by Cllr Sincock in planning item 2B, Cllr Reynolds in 2C and prejudicial interest by Cllr Reynolds in 2A.

**MINUTES OF THE LAST MEETING**

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

**PLANNING**

1. Permission to:
  - A) S.Pottow&Son for extensions to agricultural building at Mill Farm.
  - B) Mr Bartlett to fell a row of 15 Lawson's Cypress at 4 Cotley Place.
  - C) Mr Hungerford for works to yew trees at St Peter and St Pauls Church.
  - D) Mr&Mrs Venning for replacement garage (revised design) at land rear of Little House, High Street.
  
2. Applications by:
  - A) Mrs Sinha for first-floor extension over garage to side of property and a single-storey and two-storey extension to rear at 5 Greenlands. No objections.
  - B) Mr Katon for detached dwelling in the grounds of Brindle House, Mantles Lane, using existing access jointly. Members objected due to gross over-development of the site and potential highway danger due to increased use of access onto the narrow Mantles Lane.
  - C) Mr Pulvertaft for replacement building to form residential annexe at Woodside Cottage, East Hill. Objections were raised because the proposed building could not be described as an annexe as it was not shown as attached to the present dwelling and could therefore set a precedent for a new dwelling outside the village policy limit.

3. Cllr Hiscock pointed out that the window materials at Old Forge Close may not be as described on the plans and Cllr Bond that solar panels not shown had been added to the houses. The clerk to query both with WC.

### **INTERIM APPLICATIONS**

There were no objections to the following applications:

- A) Mr Piechowski for first-floor side extension at Drove House, Newtown.
- B) Mr Lester-Card for erection of replacement porch at Mayo House, Tytherington.
- C) Mrs Boon for pruning and crown reduction of 2 acers at Peveril, Newtown.
- D) Mr&Mrs Farrell for front, side and rear extensions at Long Acre, Newtown.
- E) Mr Eastman for demolition of existing conservatory and erection of new 2-storey rear extension at Raven Cottage, 41 High Street.

### **MATTERS ARISING FROM THE MINUTES**

1. Knook Seat

Cllrs Bond and Lewis had erected the seat, for which the chairman thanked them. It was decided to insure the seat at an annual cost of £5.58, with a £125 excess.

2. Defibrillator

It was decided not to pursue the provision of a defibrillator in the village.

### **CORRESPONDENCE**

1. WC:

- A) consultation document to inform the Wiltshire Core Strategy: all material available on [Wiltshire.gov.uk/Wiltshire 2026](http://Wiltshire.gov.uk/Wiltshire%202026); comments needed by 31 December.
- B) Area Board meeting at Kingdown at 7pm on 26 November.

2. Wilts Rural Housing Association info.

3. Plain Action newsletter – passed to the PO.

4. Charity Commission News.

5. WALC literature.

### **CO-OPTION**

An email from Mrs Mundy expressed her disappointment in the delay in filling the vacancy, to which the clerk had replied.

The chairman proposed Sarah Buttenshaw; seconded by Cllr Perry.

Cllr Bond proposed Mrs Mundy, seconded by Cllr Hiscock.

A show of hands vote resulted in 4 votes for Ms Buttenshaw and 3 votes for Mrs Mundy. Ms Buttenshaw was duly elected. The clerk to inform the candidates and WC.

### **BANK FIGURES**

The clerk reported that, as at 30 October, the current account stood at £7648.69 and as at 9 September, the deposit account at £11,364.94.

### **BUDGET PROVISION AND PRECEPT**

The budget provision was given to each member present and every likely item of expenditure discussed. Exceptional items included £1500 for the playground. Additionally, funds in the deposit account and any surplus funds in the current account could be used towards playground enhancement.

The chairman proposed, Cllr Reynolds seconded and it was agreed that the budget provision be approved and the precept set at £9400. The clerk to inform WC.

### **SPORTS PITCHES PURCHASE**

Trevor Slack had recommended amendments and additions to the draft submission for compulsory purchase. It was agreed that the clerk re-draft it in the light of his recommendations. He noted that the further costs and risks mentioned in the report could be added to by the recovery from the PC of expenses incurred by WC in connection with the acquisition of the land. The clerk to ask for an estimate of these costs and to ask the Charity Commission if money would be released should the PC incur costs without succeeding in the land purchase. She would also investigate the cost of Trustees' personal indemnity.

Cllr Sincock proposed that the PC proceed by considering the draft submission and WC's costings at the next meeting: agreed.

### **DATE OF NEXT MEETING**

19th January 2010.

### **ITEMS FOR REPORT**

1. Cllr Sincock said that he would ask the steward to clear leaves and improve drainage where possible.
2. Cllr Hiscock wished to know why the dew pond trees near the roundabout had been so severely cut back, whilst those obscuring visibility when leaving the village had not been trimmed. The clerk to contact Interroute.
3. WCllr Newbury asked members' opinions of the 2 designs proposed for the new Wiltshire county flag.
4. Cllr Bond had been asked to cut back a tree near the Knook seat – agreed.

After signing the following cheques, the chairman closed the meeting at 9.10pm.

Cheques: clerk's salary: £518.50 (Nov&Dec) Advanced Printing Services: £151.80 (delegated powers) Valuation Office Agency : £529 (delegated powers)

