

DRAFT Minutes of Grafton Parish Council Meeting held at the Coronation Hall

Monday 13 March 2017 at 1915 hours

Item	Topic and Actions
1	<p>Attendees: Mr Lemon (Chair), Mrs Whitcher, Ms Bullock, Mrs Dudney, Mr Herrod-Taylor, Mr Hosier, Mr Hyslop, Mrs Parkin (Clerk)</p> <p>Members of the Public: Mr Beazley, PC David McCalmont</p>
2	<p>Apologies: Mr Morris</p>
3	<p>Matters arising from Minutes of Parish Council Meeting held on 9 January 2017 – No matters arising. Minutes proposed by Mr Hyslop, seconded by Mrs Whitcher, signed off by Mr Lemon.</p>
4	<p>Public Forum under adjournment –</p> <p>Mr Lemon paid tribute to Mr Goff Beese a previous parish councillor, who had given tremendous service to the parish over a number of years, who died recently. The Parish Council (PC) noted that mention was made in his eulogy of the bench in his name placed against St. Nicholas’ church railings, which had been funded by the PC to recognise his contribution to the parish on his retirement as a parish councillor.</p> <p>PC McCalmont presented the Police report for March advising that Wiltshire Police (WP) is trialling body-worn video cameras which have proven successful in other forces. WP will be supporting a national awareness campaign on the dangers of using a mobile phone whilst driving to support the recently introduced new legislation. The three priorities for Pewsey and surrounding areas are dwelling and non-dwelling burglaries, hare coursing and poaching, and theft from motor vehicles. PC McCalmont indicated the police’s ongoing support for managing access to open land to deter coursing and poaching. He warned parishioners to be mindful of items left in vehicles, garden sheds and gardens, where a number of burglaries had recently taken place in nearby villages.</p>
5	<p>Financial Review – Projects and Budgets –</p> <p>Review of Grafton Parish accounts as at 28 February 2017 – Expenditure summary to 28 February 2017 was presented and approved. Proposed by Mr Lemon, seconded by Mr Hosier.</p>
6	<p>Surveys –</p> <p>Housing Needs Survey – The parish council discussed the draft report from Action Hampshire (AH). It was requested that AH review the draft report to enable it to be used as one of the tools to aid consideration of future development requests.</p> <p>Wiltshire Council consultation on housing strategy and allocation policy – Mr Herrod-Taylor had been unable to attend the most recent PCAP meeting and will therefore liaise with PCAP on the status of inputs to the two consultations. Mrs Whitcher suggested that some of the detail in the housing strategy document may be useful to combine with documents such as the Housing Needs Survey and Village Design Statement in responding to future development requests. Mr Herrod-Taylor advised that PCAP’s budget had been removed and that it was speaking with parish councils regarding funding contributions. Grafton Parish had made a donation to PCAP to support its work. Mrs Parkin to review when the payment had been made. Regarding Everleigh recycling centre, a statement had been received from Wiltshire Council (WC) that it had no plans to close any recycling centres, however the situation was being closely monitored.</p> <p>Actions: Mr Hosier to feedback comments to AH, requesting a revised draft report. Mr Herrod-Taylor to link with PCAP regarding the housing strategy and allocation consultations. Mrs Parkin to advise the PC the date when the PCAP donation was made.</p>
7	<p>Council Calendar –</p> <p>Annual Parish Meeting, AGM – Mrs Parkin advised that responses had been received from the majority of invitees to the APM, followed by the AGM. Mrs Dudney suggested inviting a representative from Crofton Beam Engine to attend to update on development plans. It was noted that Councillor Stuart Wheeler is in close touch with</p>

	<p>developments regarding Crofton and it was agreed to ask if he could update the APM. It was agreed that Mrs Dudney and Mrs Parkin would arrange refreshments for the APM.</p> <p>Parish Elections 4 May 2017 – Mr Lemon had circulated the nomination pack received from WC. Nomination and consent papers to be delivered by hand to the Returning Officer by 4 April. It was agreed that Mr Hosier would deliver the papers on behalf of all current councillors to the Returning Officer in Devizes on 24 March 2017.</p> <p>Actions: APM - Mrs Parkin to follow up with those who had not yet responded to the invitation to attend; Mrs Parkin to ask Councillor Wheeler regarding Crofton Beam Engine development plans update; Mrs Dudney and Mrs Parkin to organise refreshments.</p> <p>Parish Elections – All councillors to complete nomination and consent papers and provide to Mr Hosier prior to 24 March.</p>
8	<p>Updates –</p> <p>Coronation Hall (CH) – Mrs Whitcher advised that a new cleaner and new maintenance person had been appointed, Sue and Pete Vallis. The positioning of mirrors to assist the dance classes was discussed and Mrs Whitcher agreed to feedback comments. Regarding a St. George’s Day initiative, the CH was unfortunately not available, but a good discussion and plan had been created and it was noted the PCC remained keen to organise an event to help fund-raise for heating for St. Nicholas’ church.</p> <p>Young People Initiatives – Mrs Whitcher reported that 2 events had been held since the last PC meeting – a visit to the pantomime and silk painting, both of which had encouraged new attendees.</p> <p>Playing Fields - Mrs Whitcher advised the annual maintenance check had been undertaken by King Ramps who recommended painting the ramp prior to winter. It was planned to get the youth group and possibly other youngsters involved in this activity. Quotes for a zip wire were outstanding. A community Rounders Match on The Green was discussed and it was agreed that the PC would support putting together teams from the villages. Further activities for the event were discussed including BBQ, drinks, raffle to encourage broad attendance. It was agreed a Friday evening in June would be suitable, to enable busy weekends to be kept free.</p> <p>Speed Watch – Ms Bullock reported that the speed watch camera was available to Grafton for a two week period in every four weeks. In one week, when 3 sessions were held, over 40 individuals had been clocked speeding. Mr Herrod-Taylor requested a notice be provided to tractor drivers to the grain store to keep their speeds down through East Grafton.</p> <p>PCAP – Covered under item 6 above.</p> <p>Byway – Mr Lemon referenced a document circulated to the PC regarding a motion by WC to delegate funds for maintaining rights of way to Area Boards. The PC agreed that the funds being allocated by WC were minimal. However, it also agreed that rights of way within Grafton Parish were well maintained by the local farming community. Mr Lemon advised that Councillor Wheeler had been contacted in regard to access to byways.</p> <p>Actions: CH - Mrs Whitcher to discuss the positioning of mirrors for the dance class with Charlotte Price</p> <p>Mr Playing Fields – Mr Morris to provide detailed zip wire costs; Mrs Whitcher advise a June Friday evening date for the village gathering/Rounders Match; PC members to recruit teams in their villages; Mrs Whitcher to discuss with Bill Clemence in the first instance how best to proceed with BBQ.</p> <p>Speed Watch – Mr Lemon to instigate a notice/s to the tractor drivers to curb speeds through East Grafton.</p>
9	<p>Actions carried forward from prior meetings:</p> <p>11/07/16 – East Grafton noticeboard – Noticeboard wood mended, but opaque Perspex needs to be replaced. Mr Morris to arrange.</p> <p>7/11/16 – Smaller Authorities Transparency Code – Mr Morris to seek advice from WC on the requirements of the Code to ensure Grafton Parish is compliant.</p> <p>9/1/17 – Possible St. George’s Day event – Mr Lemon advised that a PCC meeting was scheduled for the following evening, 14 March, and he would report back on the outcome.</p> <p>Actions: Mr Morris to arrange for replacement glass in the East Grafton noticeboard and to circulate by email advice from WC on Code requirements.</p> <p>Mr Lemon to circulate by email the outcome of PCC meeting discussion on a St. George’s Day event.</p>
10	<p>Planning – Wiltshire confirmed extension to closing dates for all applications below – to 14 March following Parish Council meeting on 13 March.</p> <p>- 17/00490/FUL. Culverleaze, Grafton Place, East Grafton - Wooden shed with covered log bay. Decision: Support</p> <p>- 17/00588/FUL. Errendal, 14 Lynden Close, East Grafton - Erect two storey side and single storey rear extensions.</p>

	<p>Decision: Support</p> <p>- 17/00753/FUL. Rosegarth, West Grafton - Removal of existing single storey extension & erection of new single storey extension; erection of gate to access & wooden fencing to road frontage boundary. External alterations to include new first floor bedroom window to rear. Decision: No comment</p> <p>- 17/01126/LBC. Rosegarth, West Grafton - Removal of existing single storey extension & erection of new single storey extension; erection of gate to access & wooden fencing to road frontage boundary. External alterations to include new first floor bedroom window to rear. Decision: No comment</p> <p>- 17/00643/FUL. Land NE of Saddlers, East Grafton - Demolition of existing redundant sheds/farm buildings and erection of single storey oak framed cart barn and wood store. Decision: Support</p> <p>Action: Mrs Dudney to respond to Development Management - Wiltshire.</p>
11	<p>AoB –</p> <p>Parish website – Mrs Dudney advised of severe problems with the parish website which she was attempting to resolve. Items such as the PC meeting agenda and Community News (CN) could not be uploaded currently. Mr Herrod-Taylor offered help if the issues could not be resolved and the website needed to be rebuilt.</p> <p>Clerk role – Mr Lemon confirmed that Mrs Parkin had formally submitted her resignation as Clerk to the PC as she planned to move away from the area. The PC thanked Mrs Parkin for her valuable contribution. It was agreed to put an advert regarding the upcoming vacancy in the April edition of the CN.</p> <p>Utility Parking Space – It was noted the availability of space nearby the post box in East Grafton remained an outstanding issue and continued to cause difficulties for some parishioners. It was agreed to raise the topic again with Councillor Wheeler.</p> <p>Alternates for Young People activities – Mr Herrod-Taylor commented that additional individuals with appropriate accreditation were needed to support activities when Mrs Witcher was away. The events were usually on a Friday evening. Mr Herrod-Taylor sought help from other PC members. It was noted that the parent helpers group was growing and that this may also be a group to address. Mrs Dudney offered to support given sufficient notice. Mr Hyslop commented that this was an area a new councillor could also support as well as activities for older people.</p> <p>Clerk expenses – Mrs Parkin advised she required reimbursement for sundry admin expenses. Mrs Dudney confirmed she had reviewed the invoice and agreed the amounts. The reimbursement request was confirmed, proposed by Mr Lemon and seconded by Mrs Witcher.</p> <p>Flooding at Dark Lane – Ms Bullock enquired as to action to remedy the flooding at the entrance to Dark Lane. Mr Lemon advised he would follow up with WC.</p> <p>Actions: Mrs Dudney to arrange for an advert in the CN regarding the Clerk vacancy; Mr Lemon to contact Councillor Wheeler regarding the Utility Parking Space; Mr Lemon to contact WC regarding flooding at Dark Lane.</p>

Meeting closed at 2105 hours

Date of next meeting Monday 15 May 2017 at 1915 hours – to include APM, AGM and PC meeting

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