

Mere Parish Council

PARISH CLERK - MRS. L. C. WOOD

Minutes of the ANNUAL PARISH COUNCIL MEETING held on Monday, 9th May 2011 at 7.30 p.m. in The Andy Young Pavilion, Springfield Road, Mere.

Present: Cllrs: E. Mitchell (Chairman), M. Hall (Vice-Chairman), R. Coward, C. Hazzard, R. Hill, G. Jeans, R. Sims, S. Squires, Mrs. L. Traves & Mrs. M. White.

Also: PCSO Jacob Noble + Mr. R. Potter & Mr. M. Whatley + Mr. & Mrs. Barrett

The Chairman convened the meeting at 7.32 p.m. and notified councillors that Cllr. Hall had tendered his resignation as a Parish Councillor, to take effect from tomorrow, due to the fact that he is no longer able to spend much time in Mere.

1. To elect Chairman of Mere Parish Council for 2011/12 – Cllr. Hazzard proposed that Cllr. Mrs. White be elected as Chairman for the ensuing year. Proposal seconded by Cllr. Sims and carried with a unanimous vote of those present.

Cllr. Mrs. White in The Chair

The incoming Chairman (Cllr. Mrs. White) thanked the outgoing Chairman (Cllr. E. Mitchell) for his commitment and hard work as Chairman of the Parish Council during the last two years. She said that he had set an example for her to try and follow.

2. To elect Vice-Chairman of Mere Parish Council for 2011/12 – Cllr. Jeans proposed that Cllr. Mrs. Traves be elected as Vice-Chairman for the ensuing year. Proposal seconded by Cllr. Sims and carried with a unanimous vote. The incoming Vice-Chairman (Cllr. Mrs. Traves) thanked the outgoing Vice-Chairman (Cllr. M. Hall) for his sterling work as Vice-Chairman and Cllr. Jeans added that he would particularly like to thank Cllr. Hall for the support he had shown for Mere over the car park issues and pointed out that Cllr. Hall had attended meetings in Trowbridge, met Wiltshire Council officers and pursued this issue most tenaciously.

Chairman & Vice-Chairman signed their Declaration of Acceptance of Office

3. To appoint/re-appoint representatives to outside bodies/organisations:

Organisation	2010/11 Representative	2011/12 Representative
Youth Club	Cllrs. R. Coward & C. Hazzard	Cllrs. R. Coward & C. Hazzard
Cricket Club	Cllr. Mrs. Mary White	Cllr. Mrs. Mary White
Health & Community Care	Cllr. R. Hill	Cllr. R. Hill
Tennis Club	Cllr. G. Jeans	Cllr. G. Jeans
Football Club	Cllr. E. Mitchell	Cllr. E. Mitchell
Public Transport	Cllr. Roy Sims	Cllr. Roy Sims
Mere & District Linkscheme	Mrs. Adrienne Howell	Mrs. Adrienne Howell
Museum Committee	Cllr. Mrs. Lesley Traves	Cllr. Mrs. Lesley Traves
Footpaths & Rights of Way	Mr. Pete Button	Mr. Pete Button
Chamber of Trade	Cllr. P. Coward	Cllr. P. Coward
Friends of Mere Museum	Cllrs. Mrs. Lesley Traves	Cllrs. Mrs. Lesley Traves
School Governor	Cllr. G. Jeans	Cllr. G. Jeans
Neighbourhood Tasking Group (Police)		Cllrs. Clive Hazzard, George Jeans & Roy Sims.
Community Safety Partnership	Cllr. Roy Sims	Cllr. Roy Sims
Swimming Club	Cllr. R. Hughes	Cllr. R. Hughes
Mere Bowling Club	Cllr. S. Squires	Cllr. S. Squires

Carnival Committee	Cllr. D. Sealy	Cllr. D. Sealy
Area Board	Chairman & Vice-Chairman	Chairman & Vice-Chairman
Community Area Partnership	Chairman & Vice-Chairman	No longer exists
Mere Film Shows	Cllr. Mrs. Mary White	Cllr. Mrs. Mary White

4. To appoint/re-appoint Trustees for Forest Charities – it was agreed that the existing Trustees should be reappointed (Mrs. Myrene Coward & Cllr. R. Coward, R. Hughes, G. Jeans)

5. To consider bank accounts & signatory arrangements – it was agreed that the existing bank accounts and signatory arrangements should remain extant (Chairman, Vice-Chairman, Cllr. R. Coward, C. Hazzard, R. Hill, G. Jeans & E. Mitchell)

6. To appoint/reappoint internal auditor - it was unanimously agreed that Mr. John Wilson should be re-appointed as Internal Auditor for the ensuing year.

The meeting was adjourned in order to hold the Public Session

Public Session

Mr. Barrett spoke in support of the application for Hillcrest, Hazzards Hill and explained that he was the applicant and had bought the house in order to retire to Mere and the purpose of the planning application was to serve himself and his wife whilst, hopefully, not causing any visual or neighbour intrusion and to maintain the character of the property.

Meeting reconvened

7. Apologies for absence received from Cllrs. D. Sealy & P. Coward.

8. To receive Declarations of Interest

Cllr. E. Mitchell declared a personal and prejudicial interest in Planning Application No. S/2011/489.

Cllr. R. Coward declared a personal interest in Planning Application No. S/2011/489

Cllr. G. Jeans declared a personal interest in Planning Application Nos. S/2011/514 & S/2011/579

Cllr. G. Jeans declared a prejudicial interest in Minute No. 15 a)

Cllr. E. Mitchell declared a prejudicial interest in Minute No. 15 a)

9. Minutes – Cllr. R. Coward proposed that the Minutes of the Parish Council meeting held on Monday, 4th April 2011 be approved as a correct record of proceedings. Proposal seconded by Cllr. Mrs. Traves and carried with a unanimous vote of those present on 4.4.11.

10. Planning

a) Applications: (All applications can be viewed on Wiltshire Council's website

<http://www.wiltshire.gov.uk/environmentandplanning/planninganddevelopment/planningapplicationssearchonline/planningsearch.htm> – and type in the relevant application number)

Application Number: S/2011/465

Location: Bramley House Castle Street Mere Warminster.

Proposal: Installation of platform lift, alterations to attic floor layout, addition of dry goods store, alterations to staff welfare facilities, relocation of plant room and addition of orangery

Cllr. R. Coward proposed that the above application be recommended for approval. Proposal seconded by Cllr. Sims and carried with a vote of 6 in favour and 3 abstentions. Abstentions were: Cllr. C. Hazzard, Cllr. S. Squires & Councillor Jeans (abstained in his capacity as Wiltshire Councillor).

Application Number: S/2011/463

Location: Windy Ridge The Lynch Mere Warminster.

Proposal: Erection of white PVCU conservatory to rear

Cllr. S. Squires proposed that the above application be recommended for approval. Proposal seconded by Cllr.

Hazard and carried with a majority vote. In his capacity as Wiltshire Councillor, Cllr. Jeans refrained from voting.

Application Number: S/2011/483/TCA

Location: The Cottage, Pettridge Lane, Mere.

Proposal: Trees Cons. Area – Fell and remove 1 X False Acacia T1ection of white PVCU conservatory to rear

Cllr. R. Sims proposed that the above application be recommended for approval. Proposal seconded by Cllr. R. Coward and carried with a unanimous vote of approval.

Application Number: S/2011/481/FULL

Location: Sheepwash Cottage, Burton, Mere.

Proposal: Full Planning – Proposed rear extension to kitchen

Cllr. C. Hazard proposed that the above application be recommended for approval. Proposal seconded by Cllr. Hill and carried with a majority vote. In his capacity as Wiltshire Councillor, Cllr. Jeans refrained from voting.

Application Number: S/2011/489/CU

Location: Two Counties Farm, Shaftesbury Road, Mere.

Proposal: Change of Use – Continuation of golf driving range

Having declared a personal and prejudicial interest in this item, Cllr. Mitchell left the room whilst the matter was considered. Cllr. R. Coward declared a personal interest and refrained from voting or discussion. Cllr. Sims proposed that the application be recommended for approval. Proposal seconded by Cllr. Hall and carried with a majority vote in favour. In his capacity as Wiltshire Councillor, Cllr. Jeans refrained from voting.

Application Number: S/2011/514/FULL

Location: Hillview, Castle Street, Mere.

Proposal: Single storey rear extension.

Cllr. Jeans declared a personal and prejudicial interest in the above item and left the room whilst it was considered. Cllr. Mrs. Traves proposed that the application be recommended for approval. Proposal seconded by Cllr. Hazard and carried with a unanimous vote of those present.

Application Number: S/2011/528/FULL

Location: Swainsford Fish Farm, Woodlands Road, Mere.

Proposal: Proposed agricultural store/workshop with ancillary domestic use.

Cllr. Squires proposed that the above application be recommended for approval. Proposal seconded by Cllr. Hall and carried with a majority vote. In his capacity as Wiltshire Councillor, Cllr. Jeans refrained from voting.

Application Number: S/2011/562/FULL

Location: Hillcrest, Hazzards Hill, Mere.

Proposal: Demolition of existing rear extension and sheds. Erection of a new rear extension and alterations. The extension of the existing garage to form a double garage.

Cllr. Hazard proposed that the above application be recommended for approval. Proposal seconded by Cllr. Sims and carried with a majority vote. In his capacity as Wiltshire Councillor, Cllr. Jeans refrained from voting.

Application Number: S/2011/579

Location: Convish Farm West Knoyle Warminster.

Proposal: Conversion of existing outbuilding to provide annexe accommodation, workspace and retention of domestic storage and garaging

Cllr. Jeans declared a personal interest in the above application and refrained from discussion or voting. The Clerk pointed out that this application, although addressed West Knoyle, actually fell within the parish boundary of Mere and she was therefore suggesting that both Parish Council's might like to submit comments. Cllr. Coward proposed that the application should be recommended for approval subject to the condition that the converted outbuilding should not be occupied at any time other than for purposes ancillary to the residential use of the dwelling known as Convish Farm and should not be rented out separately as a commercial enterprise or sold off separately. Proposal seconded by Cllr. Cllr. Mrs. Traves and carried with a majority vote.

11. Matters Arising

a) Neighbourhood Policing Report – PCSO Jake Noble said that there was nothing new to report since that given at the Annual Parish Meeting held last week and there were no questions raised from members.

b) Wiltshire Councillor's Report – Cllr. Jeans reported that £150,000 had been forwarded to the Area Board for the grant scheme and that £50,000 had been allocated for the Mere Community Area for the forthcoming financial year.

c) Castle Hill & Long Hill Management Plans – Cllr. Coward reported that, since the last meeting, he had led a walk on Castle Hill & Long Hill & he had also met with Alison Pike from Canopy Land Use for discussions to help with the drawing up of the target plans for the HLS Application. It was also reported that he and the Clerk had been corresponding with Mr. David Stokes over a background paper that he had produced (this had previously been distributed to all members).

d) Lease for car parks & public toilets – the Clerk reported that she had received an email from Mr. Ian Brown at Wiltshire Council to say that the Council's legal team had agreed the draft lease, the condition surveys had been completed and were being checked and this will then be fed into the 'Final Draft' lease agreement which would be sent out week commencing 9th May.

e) Draft leases for Bowling Green & Swimming Pool – the Clerk confirmed that the draft leases had been forwarded to the clubs for comment. The Clerk had asked the clubs to submit their comments before 15th May.

12. Highways, Rivers, Traffic & Transport

a) South West Wiltshire Area Board - Proposed highway and related works for 2011/12 – the Clerk reported that there was no mention of any work due to be carried out within Mere in the next 12 months. Members made no comment.

b) A303 Diversion Routes for emergency closures – the Clerk read out an email received via Wiltshire Council on briefing notes over discussions held between Wiltshire Council, Highways Agency and the Police regarding diversion routes that are used when the trunk road is closed for emergencies such as road collisions. In the Mere area, the proposals were:

- **For a closure of the eastbound carriageway of the Mere Bypass**, traffic will be diverted via Mere.
- **For a closure between the eastern end of the bypass and the junction at Furze hedge**, the route would be to leave at the B3092 at the west end of Mere Bypass and divert via Maiden Bradley, whilst traffic from the Gillingham and Mere wishing to join at the eastern end of Mere Bypass would continue on the B3095 via the Deverills to rejoin via the A350 to Furze Hedge.

Members asked the Clerk to reply that in the case of the proposal to divert traffic via Mere for a closure of the eastbound carriage of the Mere Bypass, it may be necessary to appoint police officers to manage the congestion that this would cause in Mere.

c) Job list for Parish Steward

- Overgrown hedges obstructing visibility splays on the junction of Pettridge Lane/The Lynch
- Overgrown hedge causing highway obstruction in Castle Hill Lane
- Weeds growing around the two car parks (Salisbury Street & Castle Street).

13. Allotments

a) Sheds - Request to erect wooden shed, 7' X 5' at Southbrook allotments (Plot 121)
Request to erect 2 wooden sheds (1) 4' square (2) 8' X5' at Southbrook allotments
Request to erect wooden shed, 6' X4' at Wellhead allotments (Plot 13B)

Cllr. R. Sims proposed that these requests be approved. Proposal seconded by Cllr. Hazzard and carried with a unanimous vote.

14. Open Spaces, Parks, Recreation & Sports Grounds

a) Camping on Castle Hill v Health & Safety issues – the Clerk reported that she had received complaints about young people camping on Castle Hill and leaving their rubbish behind and generally being rather noisy and disruptive late at night. However, the Clerk also had H & S concerns regarding the matter and wanted to raise this with the Council for their advice and opinion. Cllr. Jeans explained that tent pegs had been left in the ground and someone's dog had been injured as a result and he seemed to recall that the Parish Council had banned people from camping on the hill some time ago. Cllr. Mrs. Traves said that she had been rather alarmed to see some of the antics taking place late at night. It was agreed to monitor the situation and raise the matter again in the event of further concerns/complaints.

15. Finance, Policy & Resources

a) Payments – Cllr. Hazzard proposed that all payments, as listed, should be approved. Proposal seconded by Cllr. Squires and carried with a unanimous vote of those present. (Cllr. Jeans and Cllr. Mitchell, having declared a prejudicial interest, were not present in the room whilst this matter was discussed.)

Scats	'No Horses' signs for Long Hill & Castle Hill	63.30
Scats	Sundries	19.10
Scats	Sundries	40.76
BWBSL (Wessex Water)	Supply to Jack Paul Close allotments	8.75
BWBSL (Wessex Water)	Supply to North Road (Wellhead) allotments	15.79
BWBSL (Wessex Water)	Supply to new cemetery	10.49
MrFlag.com Ltd	Union flag	108.24 (Pd.12.4.11)
Jeans	Xmas Lighting (£758.65 less credit note £159.01 for returned bulbs)	599.64 (Pd.12.4.11)
R. J. Cox	To install outside tap for Andy Young Pavilion	£86.07
Jeans	Propane gas for AYP £44.89 Light bulbs for AYP £5.99	£50.88
Wiltshire Association of Local Councils	Annual Subscription 2011/12	£748.27
Tincknell Fuels Ltd	Fuel & Oil	£255.82
Wiltshire Wildlife Trust	Membership renewal	£36.00
Sydenhams	Sundries for Castle Hill	£55.67
Imprest account – cheque Nos. 2713 - 2717	Wages, PAYE, Petty Cash & Pension	£3802.62
Forge Garages	Fuel & Oil	£224.00
E. Mitchell	Chairman's expenses for 2010/11	£270.00

b) Insurance – the Clerk confirmed that the renewal premium for the Local Council policy from Aon (existing insurers) had been received at £3502.49 and she had asked Came & Co. if they wanted to quote for the policy. Came & Co. had secured a quotation from Aviva at £2972.87 which could be reduced by 5% should the parish council wish to enter a 3-year binding agreement with Aviva. The Clerk believed that the cover was similar in both cases. Members agreed to accept the new quotation with Aviva, via Came & Co., but agreed that they would not enter the 3-year binding agreement.

Emergency Item – MUGA repairs

Cllr. Mitchell reminded members of Minute No. 497 d) of 7th February in which members had authorised Mr. Jeff Paul to carry out repair and strengthening work to the MUGA. However, Cllr. Mitchell had since been in discussions with Fencewize who had more experience with this type of work and had recommended alternative weldmesh panels which would be stronger. Cllr. Mitchell had been to see Mr. Paul who had confirmed that he had not ordered any materials. Fencewize had submitted a quotation to install two new rebound boards and the eastern goal end of the MUGA with six new weldmesh sections to replace the old mesh at the western goal end at a cost of £1260 + VAT. Members unanimously agreed that, owing to the urgency of the situation and the fact that the work is fairly specialised, that the Council should proceed with Fencewize quote even though this would be a departure from the Financial Regulations & Standing Orders.

16. General Items

a) Invitation to Wiltshire Assembly, Thursday 9th June 09.00 -16.00, Center Parcs, Longleat – there were no members able to attend the event.

b) Suggestion to apply for Area Board Grant for a 40w professional megaphone for community use – Cllr. Jeans wondered if the Parish Council would support a grant application for a professional megaphone which the Parish

Council could store and hire out for use by the community. Members felt that the Parish Council was not in a position to provide match funding. Cllr. Coward proposed that this matter be given further investigation. Proposal seconded by Cllr. Sims and carried with a vote of 5 for, 2 abstentions and 2 objections.

c) Notice of Casual Vacancy – Members expressed their thanks to Cllr. Hall for all the work and time he had devoted to the Parish Council and said that he had been a very valued member of the Parish Council. The Clerk confirmed that she would declare the vacancy with the returning officer and inform the council whether or not an election had been requested or whether the vacancy could be filled by co-option.

17. Clerks Report – none

Mere Peace Memorial Sports & Recreation Ground Charity

Trustees recommended that the following account be approved for payment:

BWBSL (Wessex Water) - Supply to Recreation Ground

£30.38

Meeting closed at 8.50 p.m.