

Mere Parish Council

PARISH CLERK - MRS. L. C. WOOD

Minutes of a meeting of the Parish Council held on Monday, 4th February 2013 at 7.30 p.m. in The Andy Young Pavilion, Springfield Road, Mere.

Present: Councillors Mrs. Mary White (Chairman), Mrs. Lesley Traves (Vice-Chairman), R. Coward, C. Hazzard, D. Hope, G. Jeans, Miss Ann-Marie Long, E. Mitchell, B. Norris & R. Sims.

Also Mrs. Penny Deeker, Mrs. Judy Phillips, Mr. D. Stone, Mr. R. Stone, Mrs. Rachael Hansford Mr. & Mrs. Rooney

Public Session

Mrs. Judy Phillips spoke about the Real Bread Campaign and said that one of the Campaign's main events is 'Real Bread Makers Week' 11th – 17th May, which encourages participants to make, bake and eat a loaf made either by hand or in a machine. Mrs. Phillips said that she had approached quite a few local groups and outlets who have all expressed an interest in covering the campaign. Mrs. Phillips had arranged for the Director of Long Crichel Bakery to come along and give a talk on bread and bread making in the Grove Buildings on Tuesday, 7th May. The ticket price will also include a loaf of real bread. Mrs. Phillips had also booked the Lecture Hall for a 'Bake In' on Thursday, 16th May and was hoping that at this event people may donate unloved, unused bread machines to those in the town who would love to bake at home but do not have the wherewithal to buy one. "Jeans Electrical has very generously offered to test the machines and we will try to sell donated cookery and baking books." Mrs. Phillips said that she was hoping to develop an idea called 'Bread Angels of Mere' where bread makers might teach one or two people in their own homes to bake. Mrs. Phillips intended to apply for a Small Grant from the South West Wiltshire Area Board to cover expenses of room hire, printing of posters and tickets, speakers fees etc. The Parish Council commended Mrs. Phillips on this initiative. Mrs. Hansford suggested that she might link it to the Mere Memories group on Facebook to help with publicity.

Mrs. Penny Deeker said that the Friends of Mere School had agreed that money raised from the Fireworks Festival should be focused on a revamping project for the back of the school to make the play areas better. There has been a small netball court marked out on the area at the back of the school but it is undersized and has not been used. The idea was formed that we could perhaps mark out a netball court on the MUGA for the school to use. There has also been a lot of interest in setting up a community netball team and they, too, would make use of such a facility if a netball court was marked out.

Mr. Rooney said that the Parish Council would tonight be considering a planning application which he had submitted. He had actually applied for planning permission a few months ago but an objection was received from the Highways Authority who said that they owned the land on which the extension was proposed. However, having re-examined their plans they now realise that they do not own the land and the objection has been withdrawn. Mr. Rooney explained that he had withdrawn the original planning application and had now re-submitted it on the understanding that there would be no objection raised from the Highway Authority. Mr. Rooney said that he hoped this opportunity would enable him to expand the business and create more jobs locally in the furniture making business.

The Clerk read out an email from Mr. Philip Coward asking if it would be possible to bring up the subject of the very dangerous double bend on the West Knoyle side of the "Hovis Bakery" house which, he believed, was in the parish of Mere. He said that there had been three accidents on this bend since Christmas and on Saturday evening there was a very bad accident to which the air ambulance was called. The accidents all involved vehicles travelling from West Knoyle towards Gillingham and they miss the first corner. Mr. Coward said that there was now a deep ditch on the corner which makes the results of the accidents worse and asked for the Council to request warning signs and/or arrows to be put up before and at the corners of the bend. Cllr. Jeans said that this may be an appropriate scheme for the Community Area Transport Group and suggested that it should be referred to the Area Board Manager for consideration.

The Chairman will convene the Parish Council meeting after the public session (please note that members of the public are no longer permitted to speak unless invited to do so by the Chairman).

Apologies for absence received from Councillors P. Coward, R. Hill, R. Hughes, Mrs. J. Hurd & D. Sealy. Also PC Richard Salter

Declarations of Interest and requests for dispensation.

Cllr. Jeans declared a personal interest in Minute No. 194 a) and a Pecuniary interest in Minute No. 199 a). There were no requests for dispensations.

193. Minutes – Cllr. Mrs. Traves proposed that the Minutes of Parish Council meeting held on Monday, 14th January 2013 be approved as a correct record of proceedings. Proposal seconded by Cllr. Sims and carried with a unanimous vote of those present on 14.1.13

194. Matters Arising

a) Report on meeting with Doctors of Mere Surgery to discuss surgery expansion plans – the Chairman confirmed that she, the Vice-Chairman, Cllr. George Jeans and the Clerk had attended a meeting at Mere Surgery last week with Dr. Halsey, Dr. King and Mr. Michael Arnold of MedCentres to discuss their ideas and plans for the expansion of the surgery. Members will recall that Dr. King came along to a parish council meeting a few months ago and asked for our support with plans to extend the surgery into the car park. The surgery is now about to approach Wiltshire Council with a view to purchasing or leasing land but wanted to speak to us about the lease of the car park and wondered whether an area of the car park should be relinquished from our impending lease. The Chairman confirmed that Cllr. Jeans had subsequently taken advice from Cllr. Tonge, the Cabinet Member, who had advised that (following legal advice from Wiltshire Council's solicitor) the Parish Council should continue with the lease in its current form and that it would be a simple task to surrender part of the car park at a later date should negotiations with the surgery and Wiltshire Council prove successful. The Chairman confirmed that the representative from MedCentres had presented a draft plan of the possible surgery extension but that this was likely to change. Cllr. Hazzard said that if the surgery was to move out of town, it would have a detrimental impact on the economic viability and vibrancy of the town and proposed that the Parish Council should write to the surgery and to Wiltshire Council to let them know how much we support their plans for expansion, in principle. Proposal seconded by Cllr. R. Coward and carried with a unanimous vote.

b) Community Transfer of assets (Band Hut and Croquet Club)– Wiltshire Council officers report to SWW Area Board meeting – The Chairman reported that this matter was on the agenda for the Area Board meeting on Wednesday and that Wiltshire Council had prepared a report in which the officers were recommending approval of the transfer of the two properties subject to the matters below:

- The properties are to be transferred on the standard basis. This is that there will be a covenant restricting use of the properties to community purposes. If they should cease to be used for this purpose they will revert to Wiltshire Council.
- As the Steep Street land is let the rent, currently £500 per year, will be payable to Mere Parish Council instead of Wiltshire Council. Mere Parish Council will bear the cost of putting the Band Hut into repair and take over maintenance. Therefore, financial implications will be the loss of rent for Steep Street and the maintenance cost of the Band Hut previously incurred by Wiltshire Council being transferred to Mere Parish Council.

The Chairman just wanted to ensure that all councillors are aware of the implications of these conditions before the Area Board Meeting. Cllr. Mitchell said that he was not happy about taking on the band hut as he thought this would be a financial burden for the Parish Council. Cllr. Hazzard proposed that the Parish Council should continue and agree to the Community Asset Transfer of both the band hut and the croquet club. Proposal seconded by Cllr. Jeans and carried with a vote of 4 in favour and 3 against.

c) Update on car park & public toilet leases – the Clerk confirmed that the leases for the Car Parks and Public Toilets were due to be signed and would take effect from 22nd February 2013.

195. Reports

a) Neighbourhood Policing Report – Cllr. Sims reported that the Speed Indicator Device purchased by the Area Board has now been handed back to Wiltshire Council as the issue of insurance for volunteers has not been resolved.

b) Wiltshire Councillor's Report – to include update on Councillors Initiative (funding for Chamber of Trade)- Cllr. Jeans reported that the Area Board meeting to be held on Wednesday would be voting on a Councillor Led Initiative to provide funding of £42,000 to the three Chambers of Trade (Wilton, Tisbury & Mere) for various projects and activities that they have identified and will delivery over a two year transitional period. Cllr. Jeans explained that the Parish Council would no longer be asked to look after any of these funds. Cllr. Jeans also reported on an interesting day he had spent being shown around the new waste centre at Westbury. He also said that he was trying to get exemptions on Wiltshire Council's proposed CIL policy for non-commercial, community or charitable purposes and he intended to liaise with the Clerk over this matter as he was hoping that the Parish Council would write in to support these exemptions. The Parish Council agreed that a letter of support should be sent.

196. 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/2013/133

Location: Dewes Lodge Salisbury Street Mere Warminster.

Proposal: Construction of a porch and installation of a velux rooflight

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

Application Number: S/2013/78/FULL

Location: Old Forge, North Street, Mere.

Proposal: The subdivision of one dwelling into two separate dwellings

Cllr. Hazzard proposed that the above application should be recommended for approval subject to the following:

Informative – *North Street is one of the most congested streets in Mere with on street car parking and this causes a concern for emergency services. We would like the owner of the property to request that residents park within the curtilage of the property.*

Condition – *That two parking spaces per dwelling are allocated within the curtilage of each residential unit.* Proposal seconded by Cllr. Norris and carriage with a majority vote.

Application Number: S/2013/65

Location: Unit D1 Quarryfields Industrial Estate Mere Warminster.

Proposal: Erection of a single storey side extension

Cllr. Hazzard said that the Parish Council should be delighted that Mr. Rooney is proposing to expand and take on more employees. He proposed that the above application be recommended for approval. Proposal seconded by Cllr. Hope and carried with a unanimous vote.

Application Number: S/2013/48

Location: 6 Hillside Close Mere Warminster.

Proposal: T1 - Ash - Reduce by 33%

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

***b) Changes to national planning rules to allow the change of use of some offices to residential** – With reference to the information in the Clerks Report, Cllr. Hope said that this seemed to be a bit of liberalisation in the hope of stimulating economic activity.

197. Open Spaces, Play Areas, Sports Grounds, Allotments & Cemeteries

a) Netball markings for MUGA – With reference to the request for a netball court to be marked out on the MUGA, members discussed the matter and were made aware that there were issues with the existing tarmac surface being very slippery when wet and the Football Club's desire to get grant funding to surface it with 3G surfacing. It was suggested that whitewash markings might be used as a temporary measure for this year to see how much use and interest the netball court generates. Mrs. Deeker confirmed that the school had netball posts which could be wheeled across. It was pointed out that any regular use outside school hours would need to be booked through the booking process with the Clerk. Cllr. Jeans said that he was concerned about netball use in the dark as this may put more pressure on the floodlight system. Cllr. Hazzard proposed that the Parish Council should support netball use during daylight hours with temporary whitewash markings on the MUGA as long as the booking system is used and this proposal was seconded by Cllr. Norris and carried with a vote of 8 for. Cllr. Mitchell abstained from voting and said that he was worried about clashes with football club usage.

b) Surrender of land (pond) at Southbrook Allotments – the Clerk confirmed that a draft transfer had been submitted to the Parish Council and she showed members a copy of the plan. The Clerk pointed out that she could not find any mention of the request for a condition that the pond should remain in situ in order to accept any discharge water from the surrounding land. However, the Clerk had spoken to the Duchy's land steward regarding this matter some months previously and was made aware that this may not be possible. It was agreed that the final transfer should be signed by the Chairman and Vice-Chairman when received.

198. Highways, Rivers, Footpaths, Traffic & Transport

***a) Repainting of double-yellow lines in Mere** – members noted the information in the Clerks Report.

b) Highway & footpath issues for parish steward + street lighting faults

Cllr. Norris said that there were a number of sunken drains in Salisbury Street/Castle Street. The Clerk was aware of various jobs, one urgent one being a protruding tree route on the footpath along Waterside. It was agreed that, since the bad weather, there were now a lot of large pot holes at various locations around the town. Cllr. Jeans asked if the Parish Steward could be requested to go out and survey the roads in order to put in a report to the highways authority.

c) Authorisation for Mere Footpath Group to carry out work as proposed – the Clerk confirmed that the Footpath Group had been surveying the footpaths but wanted to carry out some practical work and had identified various jobs:

FP50 – Cemetery to Lordsmead. Cut back overgrown hedges & brambles.

FP 49 – Vicarage & Church Field. Cut back overgrown hedges & brambles.

FP19 = Sheepwash Cottage to Charnage Road . Cut back edge, overgrown hedge & brambles.

FP 53 – Woodlands Road – Whitehill House. Repair bridge with railway sleepers.

In accordance with the advice given by the Rights of Way Warden, Cllr. R. Coward proposed that the Parish Council should authorise this work. Proposal seconded by Cllr. E. Mitchell and carried with a unanimous vote of approval.

d) Waiting Restrictions – the Clerk confirmed that she had submitted a Waiting Restriction Request form to Wiltshire Council for a short stretch double yellow lines in a westerly direction from the Car Park junction (outside Wyvern House) in Salisbury Street in order to stop cars parking close to the junction and obstructing visibility.

199. Finance, Policy & Resources

a) Payments – Cllr. Jeans, having declared a pecuniary interest, left the room whilst this matter was discussed. Cllr. Hazzard proposed that the following payments should be recommended for approval. Proposal seconded by Cllr. Mrs. Traves and carried with a unanimous vote of those present.

Shaftesbury Garden Machinery	Service machinery – various	120.73
Shaftesbury Garden Machinery	Service ride-on mower	326.52
Shaftesbury Garden Machinery	Service/repair Hedgecutter	42.12
Mere School	Changing Rooms – Water – 10.10.12 – 15.1.13	75.01
Mere School	Andy Young Pavilion – Water – 10.10.12 – 15.1.13	33.68
Mere School	Changing Rooms – Gas – 10.10.12 – 15.1.13	144.29
Mere School	Changing Rooms + Office – Electricity – 10.10.12 – 15.1.13	313.89
Jeans	1 pk Black HD refuse sacks	40.19
Forge Garages	Fuel & Oil	103.07
Imprest Account – cheques 1887 - 1893	Petty Cash Reimbursement, Wages, Pension & PAYE	4552.60
Cash	Reimbursement for stationery order (Staples)	84.51
Fencewize	Installation of railings around football pitch	1800.00 (to be reimbursed from football club grant)

***b) Interim internal audit report for year ending 31st March 2013** – with reference to the Internal Auditor’s report, as reproduced in the Clerks Report, members were pleased that the interim internal audit had been carried out and asked the Clerk to send a letter of thanks to Mr. Wilson for his continued support in this role.

c) Switch telecommunications supplier – the Clerk said that she had been approached by a company called Mainstream Digital Ltd who had visited and assessed the Council’s current telecommunications costs and proposed a package which would save the Parish Council 70% on its current call costs. The Parish Council suggested that, before making any commitments or entering into any contracts, the Clerk should make enquiries with BT and the Post Office also to see if they could offer similar savings.

d) To set date for Insurance review & Risk Assessment meeting – it was agreed that a meeting should be held towards the end of the month between the Chairman, Vice-Chairman and Cllr. Jeans.

e) Toilet Cleaner/Attendant - The Clerk said that she had been approached by someone who was interested in being employed by the Parish Council as a toilet cleaner/attendant but she was also in the process of investigating contractors and assessing the financial implications of both options. In view of the time implications it was agreed that any decision on this matter should be delegated to the Chairman and Vice-Chairman.

200. General Items

a) Housing Needs Survey – the Clerk pointed out that she became aware that Wiltshire Council was commissioning housing need surveys in and around Wiltshire and suggested that the Parish Council should ask for Mere to be included, especially in view of the possibility of proposed new housing at Woodlands Road. Councillors unanimously agreed that this was a good idea and agreed that the Clerk should make a request to Wiltshire Council.

b) Annual Parish Meeting – the Clerk pointed out that the date and venue had already been set for Wednesday, 17th April at the Grove Building – the Chairman said that this matter would be raised on the next agenda for members to suggest possible agenda items for discussion at the meeting.

c) Elections – the Clerk confirmed that she had received information and a Timetable of Proceedings for the Unitary and Parish Elections which will take place on Thursday, 2nd May. The Clerk had not yet received any nomination papers. It was agreed that the Clerk would email this information out to councillors.

d) Forthcoming meetings

- South West Wiltshire Area Board Meeting – Grove Building, Mere – Wednesday, 6th February at 7.00 p.m.

NB The Board will consider our application for the transfer of land at Steep Street and the Band Hut, Castle Street.

- Public Consultation Event on proposed schemes for a new factory for Hill Brush and the redevelopment of the existing site on Woodlands Road for housing.

*Further information on these items in Clerks Report

Future agenda items:

Cllr. B. Norris asked to discuss 'Water Harvesting for new developments'.

Meeting closed at 9.14 p.m.