

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

Monday 11 July 2016 at 1920 hours

Item	Topic and Actions
1	<p>Attendees: Mr Lemon (Chair), Mrs Whitcher, Mrs Dudney, Mr Herrod-Taylor, Mr Hosier, Mr Hyslop, Mr Morris , Mrs Parkin (Clerk)</p> <p>Members of the Public: PC Teresa Herbert, Councillor Stuart Wheeler</p>
2	<p>Apologies: Ms Bullock</p>
3	<p>Matters arising from Minutes of Annual General Meeting held on 9 May 2016 – No matters arising. Minutes proposed by Mr Hosier and seconded by Mr Morris, signed off by Mr Lemon.</p> <p>Matters arising from Minutes of Parish Council Meeting held on 9 May 2016 – No matters arising. Minutes proposed by Mr Hosier, seconded by Mr Morris, signed off by Mr Lemon.</p>
4	<p>Public Forum under adjournment – PC Teresa Herbert reported on two vehicle offences in the parish in early July – a works vehicle broken into and tools stolen and the same vehicle subsequently stolen and found in Hampshire; cross border activity is in hand with Hampshire Police. Theft from a vehicle at Wilton Windmill via forced entry took place in June. In Wexcombe, theft of money from a handbag took place whilst an individual was elsewhere on the property. PC Herbert asked if the PC could promote information regarding property and personal ID protection on its website and alert residents via Community News. With regard to Speed Watch PC Herbert advised she would like to attend the next session to provide support on the day and give an update briefing to Speed Watch members. Councillor Wheeler enquired as to problem areas within the parish regarding high-speed broadband. The parish council (PC) confirmed that particularly no high-speed broadband was available in Marten, West Grafton and Wexcombe and that telecom provider-indicated high speeds in East Grafton and Wilton were a rarity. Mr Lemon requested Councillor Wheeler to enquire the status of the query raised regarding the Utility Parking Space nearby East Grafton postbox. Mr Lemon appraised Councillor Wheeler of a recent vehicle accident in Marten at the end of the school day between a school bus and a van with regard to the PC’s continuing campaign for 30-40mph speed limit through the village. Councillor Wheeler and PC Herbert advised a Community Safety event being arranged in Great Bedwyn 18 September to include many community groups and safety advice. This has been included in Grafton’s Community News and further details will follow.</p> <p>Actions: PC to consider the best route to advise residents of security issues</p> <p>Ms Bullock to advise PC Teresa Herbert when the Grafton parish next has the speed gun</p> <p>Councillor Wheeler to investigate the status of the utility parking space and to escalate awareness of the recent Marten road accident</p>
5	<p>Financial Review – Projects and Budgets –</p> <p>Review of Grafton Parish accounts as at 30 June 2016 – Expenditure summary to 30 June 2016 was presented and approved.</p> <p>Playing Fields – Skateboarding half pipe is in installation and an opening event with demonstrations to take place shortly. Costs have been higher than budgeted due to items such as rubbish bins. Agreed to use money currently ring-fenced for traffic calming measures to support the playing fields project for the present, since there is as yet no forward movement on this. Agreed that the zip wire implementation be delayed. Fund raising ideas for the installation of the zip wire to be discussed at the September meeting. A review of the playing fields’ trees to be undertaken by Wessex Woodland. The most cost effective approach to grounds maintenance was discussed and Mr Hosier reported that he is obtaining further detail from potential suppliers in order to properly compare quotes.</p> <p>Traffic calming measures – Mr Hyslop advised the next Community Area Transport Group meeting is on 23 July.</p> <p>Young People initiatives - Mrs Whitcher reported continuing good attendance at activities including new joiners.</p>

	<p>From September a new 'Year 7' intake will be able to participate and will be encouraged to join in. Participation in events organised by other parishes is now beginning to happen and vice-versa where places are available. An Autumn series of events is being compiled and more parents have become involved.</p> <p>Actions: Mrs Parkin to include zip wire fund raising on the September agenda Mr Hosier to circulate playing field maintenance quotes Mr Morris to investigate the cost of purchasing a second-hand sit-on mower and cage</p>
6	<p>Allocation of Councillor Duties – A number of activity areas had been put forward for discussion and it was agreed that Mr Morris will take responsibility for procurement sourcing as well as reviewing the requirements for and timing of greater visibility of parish council-related information required to be published on the PC website. Mr Herrod-Taylor agreed to lead on PCAP supported by Mrs Witcher and to take over liaison with Wiltshire Council Electoral Services regarding parish un-warding from Mrs Parkin. Mrs Parkin to establish with Susie Brew what, if any, involvement is required from the PC regarding Neighbourhood Watch. The existing parish councillor vacancy was discussed and it was agreed to advertise this in the Community News.</p> <p>Actions: Mrs Parkin to update and circulate the councillor responsibilities document to reflect the above; Mrs Parkin to liaise with Susie Brew regarding Neighbourhood Watch Mrs Dudney to provide Mr Morris with contact details for repair works to East Grafton's PC noticeboard; Mrs Dudney to arrange for an advert for the PC councillor vacancy for the next edition of Community News</p>
7	<p>Coronation Hall update – Mrs Witcher outlined the Coronation Hall (CH) support team, both volunteer and paid roles and advised that it was felt that the current approach to managing/maintaining CH was sufficient. It was agreed that there was a need for input, liaison and co-ordination between the various parish organisations and community activities to which CH would contribute. Archive documentation regarding CH had been located which needed review.</p> <p>Actions: Mrs Witcher to discuss community activities coordination with CH Committee Mrs Dudney to review the archive documentation</p>
8	<p>Planning and Development Housing Needs survey update – Mr Hosier advised he is waiting for feedback on the survey from Action Hampshire.</p> <p>Action: Mr Hosier to circulate the detail on receipt</p>
9	<p>Speed Watch campaign update – Mrs Parkin reported on behalf of Ms Bullock that two additional sites (Wilton Road in East Grafton opposite Lynden Close and The Swan carpark in Wilton) had been requested for consideration by the Wiltshire Police Speed Watch team.</p>
10	<p>Parish un-warding update – Mrs Parkin advised that she had enquired of Wiltshire Council Electoral Services on the status of Grafton parish's request, but had yet to receive a reply.</p> <p>Action: Mrs Parkin to pass contact details, emails and background briefing to Mr Herrod-Taylor who will now lead on this</p>
11	<p>Parish Photographic Library Project - It was felt that this was an interesting and valuable project and agreed to raise it at the next Annual Parish Meeting to see if there may be someone in the parish who would like to lead on it.</p> <p>Action: Mrs Parkin to note this topic for the 2017 APM</p>
12	<p>AoB – Mr Herrod-Taylor proposed an informal meeting be held to discuss proactive ideas for supporting the parish</p> <p>Action: Mrs Parkin to liaise on a date; Ideas to be discussed further at the September meeting</p>

Meeting closed at 2050 hours

Date of next meeting Monday 5 September 2016 at 1915 hours

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