

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

Monday 15 May 2017 at 2020 hours

Item	Topic and Actions
1	Attendees: Mr Lemon (Chair), Mrs Whitcher, Ms Bullock, Mrs Dudney, Mr Hosier, Mrs Parkin (Clerk) Members of the Public: None
2	Apologies: Mr Herrod-Taylor, Mr Hyslop
3	Matters arising from Minutes of Parish Council Meeting held on 13 March 2017 – No matters arising. Minutes proposed by Mrs Dudney, seconded by Ms Bullock, signed off by Mr Lemon. Matters arising from Minutes of Planning Meeting held on 10 April 2017 – No matters arising. Minutes proposed by Mrs Whitcher, seconded by Ms Bullock, signed off by Mr Lemon.
4	Public Forum under adjournment – No members of the public present.
5	Annual Audit 2016/17 - Approval of Governance Statement - Mrs Parkin advised that Mrs Comyn had undertaken an independent audit of the processes and finances of the parish council, as was required by the external auditor Grant Thornton. The Governance Statement had been previously circulated and was duly approved by the Parish Council (PC), proposed by Mr Hosier, seconded by Mrs Whitcher, signed off by Mr Lemon (Minute reference 5.1 0017). Approval of Accounting Statements - The Accounting Statements had been previously circulated and were duly approved by the PC, proposed by Mr Hosier, seconded by Ms Bullock, signed off by Mr Lemon (Minute reference 5.2 0017). Timetable to submission - Mrs Parkin advised that the exercise of public rights would commence on Friday 12 June through until Friday 21 July (30 working days). The submission of audit documents to the auditors would be made on Saturday 10 June 2017.
6	Updates – Coronation Hall – Mrs Whitcher advised that mirrors were to be installed during the coming week to enhance facilities for ballet dance classes. It was anticipated that this investment would mean classes currently held elsewhere re-locate to the Coronation Hall. The Coronation Hall committee advised that it wishes to support the PCC as much as possible with activities to raise funds for the St. Nicholas' church heating fund. It was noted that parish councils are obliged to support the PCC with maintenance of the churchyard grounds. Speed Watch – It was noted that Marten now had 40mph signs up and Mr Lemon praised Mr Hyslop for his continued efforts over a long period to achieve this. Youth activities – A variety activities had been held recently, attracting attendance from all parts of the parish. The summer months' programme is under discussion. The Parish Rounders event is scheduled for Friday 9 June, to raise funds towards the zip wire and St Nicholas' church heating fund. In light of the zip wire fund raising, Mrs Whitcher suggested she investigate opportunities for a grant. PCAP – Mr Herrod-Taylor had circulated a PCAP update by email on 1 May 2017 which was noted. Actions: Mrs Dudney to check with Millie Lemon regarding status of churchyard grounds maintenance Mrs Whitcher to investigate potential zip wire grant opportunities
7	Requests for donations – It was noted that the following organisations had provided support specifically to Grafton Parish residents , after discussion, it was agreed to support PCAP with a donation of £150.00, Bedwyns' Link Scheme with a donation of £75.00, Carer Support Wiltshire with a donation of £100.00 and Wiltshire Citizens Advice with a donation of £50.00. Proposed by Mr Hosier, seconded by Mr Lemon. Action: Mrs Parkin to organise payment to the four organisations

8	<p>Grass Cutting in Wilton – Mr Lemon advised that he had approached Wiltshire Council who had advised that they were not able to undertake the grassing cutting around the Wilton Pond area. It was agreed to speak to the England household, living close to Wilton Pond, to see if the two boys may be able to undertake the grass cutting. Action: Mr Lemon to speak with the England family</p>
9	<p>Noticeboards – Wilton Road and Wexcombe – Wilton Road – It was noted that the noticeboard is the property of Ian Harman not of the PC. Wexcombe – It was agreed that Mr Hosier would ensure that agendas and minutes were posted in Wexcombe. Action: Mr Hosier to action agendas and minutes for the Wexcombe noticeboard</p>
10	<p>Actions carried forward from prior meetings: 11/07/16 – East Grafton noticeboard – Noticeboard to be mended. Mrs Dudney offered to action. 13/04/17 – Housing Strategy and allocation consultations – Mr Herrod-Taylor to link with PCAP. 13/04/17 – East Grafton tractor drivers and speed of travel through the village. Mr Lemon and Mr Hosier advised that each had spoken with their drivers to reiterate speed restrictions. 13/04/17 – Utility parking space – Mr Lemon is meeting with Councillor Wheeler to discuss. 13/04/17- Flooding in Dark Lane – Confirmed that this has been resolved by Mr Lemon. Actions: Mrs Dudney to action mending of the East Grafton noticeboard and replacement of Perspex glass Mr Herrod-Taylor to update the PC regarding the housing consultations at the July PC meeting Mr Lemon to report at the July PC meeting on meeting Councillor Wheeler regarding the Utility Parking Space</p>
11	<p>Planning – - 17/03348/FUL 14 Severalls, East Grafton. 2 bay garage with ancillary accommodation over. Decision: Object. Over development of the site with the construction of a double garage and accommodation above which approximates to ¾ the size of existing property and concerns regarding the potential ultimate use of the garage and accommodation space. The height of the new build will be higher than the existing hedge and would overbear the neighbours to the north of the property - 17/03721/CLE 292 Grafton Road. Application for Certificate of Lawfulness for Existing single storey extension. Decision: No objections - 17/03125/FUL Old Swan Cottage, Wilton. Convert conservatory to breakfast room, garage to garden room, reduce size of porch, new boiler room and widen access gates. Decision: Support with conditions that the parking area within the garden be used to reduce the congestion of on street parking in Wilton Action: Mrs Dudney to respond to Development Management – Wiltshire</p>

Meeting closed at 2115 hours

Date of next planning meeting - Monday 12 June at 1300 hours

Date of next PC meeting – Monday 10 July 2017 at 1915 hours

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