

Minutes of Grafton Parish Council Meeting held at the Coronation Hall

Monday 14 March 2016 at 1915 hours

| Item | Topic and Actions |
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| 1 | <p>Attendees: Mrs Whitcher (Chair), Mrs Dudney, Mr Herrod-Taylor, Mr Hyslop, Mr Lemon, Mr Morris , Mrs Parkin (Clerk)</p> <p>Members of the Public: Mr Beazley, Mr S and Mrs C Morris</p> |
| 2 | <p>Apologies: Mr Hosier, Ms Bullock</p> |
| 3 | <p>Matters arising from Minutes of Parish Council Meeting held on 18 January 2016 – No matters arising. Minutes proposed by Mr Hyslop, seconded by Mr Herrod-Taylor, signed off by Mrs Whitcher.</p> |
| 4 | <p>Public Forum under adjournment – Mr S Morris raised the issue of potholes on the road adjacent to the new house build project on the Wilton Road and on the A338 towards Hungerford. Mr Herrod-Taylor advised of the Wiltshire Council online reporting tool ‘My Wiltshire’ where such issues can be logged for the Council’s attention. Mr Morris also enquired why the floodlighting at Wilton Windmill was currently non-operational. Mrs Parkin agreed to contact Wilton Windmill Society to enquire.</p> <p>Action: <u>Mrs Parkin to contact Wilton Windmill Society to enquire regarding the floodlighting</u></p> |
| 5 | <p>The Queen’s 90th birthday weekend – Mrs Whitcher, on behalf of Mrs June Pearson, provided a report on the arrangements for parish celebrations to be held on The Green at East Grafton on Sunday 12 June. The day will commence with a service at St. Nicholas’ church and be followed by activities on The Green to include royal fancy dress, races, sports challenges and a royal-themed treasure hunt as well as an ‘at cost’ BBQ and a ‘donation’ tea tent. Residents living around The Green had been consulted and given a positive response. Tractor/trailer transport will operate to enable residents from all villages to easily travel to and from East Grafton and to alleviate car parking. Coronation Hall (CN) has recently been successful in obtaining a grant from Pewsey Area Board for four gazebos, which will be used at the event and thereafter will be available to add additional space for Hall events. The Hall Committee thanked Mr Peter Lemon and Mrs Whitcher for the work and time committed to ensuring a successful outcome to the grant bid. On the evening of 12 June there will be further activities centred around The Swan in Wilton. It is anticipated that sufficient money will be raised to cover event costs, in a similar fashion to the Jubilympics of four years ago. Any residents who would like to volunteer to help with arrangements should contact clerk@graftonparish.com, June Pearson, Bill Clemence or David Lemon.</p> |
| 6 | <p>Financial Review – Projects and Budgets –</p> <p>Grafton Parish accounts as at 29 February 2016 – The expenditure summary as at 29 February was presented and approved. Proposed by Mr Herrod-Taylor, seconded by Mr Hyslop. Mrs Whitcher advised that there will be £500 of youth activities costs before the year end. In relation to the Clerk’s salary, Mr Herrod-Taylor questioned whether this was paid at the minimum wage and it was agreed Mrs Parkin would review.</p> <p>Traffic calming measures – Mr Hyslop reported that a meeting of the Community Area Transport Group (CATG) is shortly to take place. It is hoped to learn more of the proposal for Grafton parish to share a speed indicator device with other parishes. The traffic survey to inform the request for a speed limit reduction through Marten has yet to be undertaken.</p> <p>Young People initiatives -.Mrs Whitcher reported that February had been a busy month. In March a cooking event will take place and families with young children have been invited to attend to hear about the youth group. Two events are planned during the Easter holidays. Discussions are underway toward increasing the number of venues/activities where Spice Time credits (receiving credits for activities in return for volunteer work) can be redeemed. Mr Herrod-Taylor thanked Mrs Whitcher for her hard work and commitment which has given the young</p> |

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| | <p>people initiative increasing momentum.</p> <p>Playing Fields update – Mr Lemon advised a three phase approach to the development of the playing fields. Phase 1: installation of football and rugby posts; Phase 2: summer-months astro-turf cricket wicket; Phase 3: installation of a zip wire and skateboard ramp. Matched grant funding would be required which Mrs Whitcher is progressing. It was noted that community consultation will be required and it was agreed to share the proposals in the April edition of the Community News (CN) asking for feedback. The Under 9’s Junior Rugby Club has already used the playing fields for coaching session and will soon be used for Wilton Juniors cricket coaching. Mr Lemon is keeping Sunflowers fully informed. It was agreed that a deposit be made to secure the purchase of the skateboard ramp, proposed by Mr Herrod-Taylor, seconded by Mr Lemon.</p> <p>Actions: Mrs Parkin to review the Clerk’s salary in relation to the National Minimum Wage</p> <p>Mrs Whitcher to undertake community consultation regarding the proposed use of the playing fields and to progress the grant process</p> <p>Mr Lemon to provide a deposit in relation to securing the skateboard ramp</p> |
| 7 | <p>Annual Parish Meeting/Annual General Meeting status – Mrs Parkin reported that she had received several confirmations of participation at the Annual Parish Meeting (APM) taking place on the evening of Monday 9 May and had provided all organisations with a reminder. Mrs Dudney proposed inviting PCAP to attend and provide a report and also to ask Councillor Stuart Wheeler to update on the mooted move of the Devizes Canal Trust Museum to Crofton Beam Engine. Mrs Parkin reminded the councillors that the Annual General Meeting (AGM) will include the election of a new Chair, review of areas of responsibility and decisions regarding donation requests received during the past year.</p> <p>Actions: APM - Mrs Parkin to invite PCAP to participate and to request an update from Councillor Wheeler regarding the Canal Trust Museum. AGM – Mrs Parkin to email councillors regarding the election of a Chair</p> |
| 8 | <p>Utility Parking Space – Mr Lemon reported that he had contacted Wiltshire Council (WC) regarding the land nearby the post box in East Grafton and had asked WC to resolve the issue. WC are now following due process.</p> |
| 9 | <p>Coronation Hall (CH) – The 2014/15 CH accounts had been circulated. Mrs Whitcher reported good progress on financial accounting and with regard to forward looking budget and planning. The caretaker role is vacant and has recently be advertised in the CN. Mrs Dudney suggested advertising the role in Burbage and Great Bedwyn village shops and post offices. Mrs Whitcher advised that Mrs Pearson had resigned from the Hall Committee, though was keen to remain involved in activities. Mr Clemence, Chair of the Hall Committee, had indicated he wanted a better understanding of the Charity Commission requirement for the relationship between the Hall Committee and the parish council as trustees. Mrs Whitcher proposed a meeting be held with all interested parties to discuss and investigate the structure of the relationship between the two entities.</p> <p>Concerns regarding the state of the access track to CH and the car parking area had been received from nearby residents. The CH Committee have arranged for a temporary surface of gravel and grass seed for the parking area to allow the grass to grow through and, as a goodwill gesture, are funding £1,000 to scrape back, level and fill the access track. The parish council welcomed this goodwill gesture from the CH Committee. Investigations are in hand to identify potential longer terms solutions for the parking area.</p> <p>Actions: Mrs Whitcher to progress advertising the caretaker role locally and to arrange a meeting to discuss the structure of relationship and responsibilities of The Coronation Hall and Parish Council.</p> |
| 10 | <p>Planning/Development – Housing needs survey update – Mr Hosier had been unable to provide an update for the meeting in his absence.</p> <p>Action: Mr Hosier to provide councillors an update on status via email</p> |

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| 11 | <p>PCAP update – Mrs Witcher reported that the Everleigh re-cycling centre will continue to operate for at least a further year; a community policing model is being piloted in part of Wiltshire whereby police groups with responsibilities for separate geographic areas are joining together with the aim of retaining knowledge and sharing ownership; the Vale Health and Wellbeing Centre providing upgraded sports facilities, located in Pewsey, is due to open in 2018. Mrs Witcher had attended a meeting regarding housing development and advised she would circulate the presentation.</p> <p>Action: Mrs Witcher to circulate the housing development presentation</p> |
| 12 | <p>Speed Watch update – Mrs Parkin updated in Ms Bullock’s absence. The most recent planned Speed Watch activity had been cancelled on the day due to foggy conditions. An additional Speed Watch location/s in Wilton Road is being progressed by WC. A further location at the corner by The Swan in Wilton was proposed – a favourite route to the Fair Mile from Bedwyn along Hollow Lane.</p> <p>Actions: Ms Bullock to clarify the East Grafton Wilton Road Speed Watch location/s with WC and to request WC risk-assess the suggested location in Wilton</p> |
| 13 | <p>Parish un-warding – Mrs Parkin had circulated an email exchange with WC who acknowledge Grafton parish’s desire to unward and would use this in discussion regarding the scope of future consultations.</p> <p>Action: Mrs Parkin to include an update item on the 11 July agenda</p> |
| 14 | <p>Outstanding actions from prior meetings - 18/1/16:</p> <p>– Playing Fields – Mr Hosier to review ground maintenance costs increase with G Smith. Several parents related to rugby and cricket teams had offered possible help regarding the playing fields.</p> <p>Action: Mr Hosier to provide via email details of the year-on-year increase and explanation from G Smith together with competitive quotes for the work</p> |
| 15 | <p>AOB –</p> <p>Age UK Wiltshire discussion on improvement of services for older people in the Pewsey area - It was confirmed that no-one was available to attend the event on 24 March.</p> <p>Parish Photographic Library Project – Mr Peter Lemon had advised that he had received no response to the item in the Community News encouraging residents to provide photographs for an archive. It was noted that some Grafton parish photographs are in a Wiltshire archive, others are retained within the parish. Mrs Witcher advised that she was considering whether the youth group may be able to support the documentation of recent parish history in some way.</p> <p>Actions: Mrs Parkin to inform Age UK Wiltshire and request a summary of the discussion Mrs Parkin to include a discussion item on the Parish Photographic Library Project on the 11 July agenda</p> |

Meeting closed at 2040 hours

Date of next meeting Monday 9 May 2016 at 1915 hours – Annual Parish Meeting, AGM, Parish Council Meeting

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