



Draft of the Minutes of Grafton Parish Council Meeting held at the Coronation Hall, East Grafton on Monday 09 January 2023 at 19:30

Item	Topic and Actions
1.	<p>Attendees: Mr Edward Nelson (Vice Chair), Mrs Ann Dudney, Mrs Annie Whitcher, Mr Kevin Burke, Mr Richard Pash, Mr Rupert Bentley, Miss Maria Vonsova (Clerk).</p> <p>Apologies for absence: Mr Lemon, Mr Hosier, Mr Hatherell.</p> <p>Members of the Public: Councillor Stuart Wheeler, Mr Chris Orsich, Mr Christopher Beale, Mr David Wilson.</p>
2	<p>Matters arising from Minutes of Parish Council Meeting held on 2022: <i>A comment from Mr Baxter towards the minutes of Parish Council Meeting held on 07 November 2022. A statement in the minutes: "It was agreed strategically placed traffic mirror adjacent to Mr Baxter`s neighbourhood fence was the best option of tackling this issue." Correspondence received from Mr Baxter: "This cannot be implemented and is not an option. To be effective such a mirror would need to be situated opposite my driveway on the verge side bank which is owned by my good neighbours at 'Millstones. They do not consent to such a placement and have given me valid reasons which are wholly understandable and respected."</i> Minutes proposed by Mr Burke, seconded by Mr Pash and signed by Mr Nelson.</p>
3	<p>Public Forum under adjournment: Canal and River Trust update on the works at Crofton got cancelled as Mr Charles Baker, the senior project manager could not attend this meeting.</p> <p>Action: None.</p>
4	<p>Planning application:</p> <p>Application number: PL/2022/09313 Deadline: 12/01/2023</p> <p>Application type: Listed building consent (Alt/Ext)</p> <p>Proposal: This application seeks to replace the existing Crittall type windows to the west side and front elevation of The Croft Barn with new timber flush-frame casement windows. As well as reopen two windows in the west side elevation, which have been boarded over.</p> <p>Address: The Croft, Grafton Road, Wilton, SN8 3SS.</p> <p>This planning application was unanimously agreed.</p> <p>Action: Parish clerk to respond to the Wiltshire council with support for this planning application.</p>
	<p>Tree application:</p> <p>Response from Wiltshire Council regarding lack of detail on tree planning applications- Parish clerk confirmed receiving a response from Wiltshire Council addressing this issue. In summary: Trees excluded in the Tree Preservation Order (TPO), that`s 211 Notification, does not necessitate extensive technical details. However, if the Parish Council requires more information to the related tree application it should contact Wiltshire council`s tree department immediately.</p> <p>Community involvement- Mrs Dudney informed the committee of insufficient space in the Community News in December to address the replanting trees issue. It will be published in January issue.</p>
5	<p>Financial Review: Mr Bentley announced that the finances of Parish are in good order. It was agreed that the precept for 2023/24 be confirmed via email prior to a meeting on 16 January to confirm the decision to retain as for 2022/23. See minutes below.</p> <p>Action: Mr Bentley to update on the financial situation next meeting.</p>
6	<p>Parish Updates:</p> <p>Coronation Hall: Mrs Whitcher confirmed the Hall has successfully recruited a cleaner. The regular Hall hires are back after the Christmas break. The Hall was fully booked during the Christmas period; unfortunately, a few damages were recorded. Hall Committee is keen to create a Community Events Team more details will be in February Community News.</p> <p>A further meeting is required to discuss plans for installing solar panels, Pewsey Area Board (PAB) have agreed a grant application.</p> <p>Action: Mrs Whitcher to update the committee on the next parish meeting.</p>
	<p>Playing Field Maintenance: Mr Nelson summarised Mr Hatherell`s email: After meeting at Sunflowers with Mrs Sue England, Mrs Whitcher, Mr Lemon and Mr Hatherell it was agreed to conduct a survey on WhatsApp regarding potential requirements for the Playing Field.</p>

	<p>It was suggested the playing fields are mowed more frequently (weekly) during the summer. It was agreed that Mr Hatherell discuss this with the contractor.</p> <p>Action: Mr Hatherell to update the committee next parish meeting.</p>
	<p>Speed Watch/SID: Mr Nelson summarised an email from Mr Hatherell: Mr Hatherell has coordinated with Mr Andrew Paine (previous team leader) and Mr James Hamblin (East Royal team leader) and obtained the camera. The signage relating to Speed Watch on the designated sites is no longer visible and needs to be resolved. Mr Burke, Mrs Nat Neil, Mrs Tamara Reay and Mr Andrew Paine are now fully trained to join the existing team for speed watch. Mrs Clare Ratnage is still in training. Mr Hatherell is planning to organise speed watch in next couple of weeks if weather permits. Additionally, Wiltshire Police required the speed checking device for calibration. Mr Orsich complained over speeding in this village. Mr Nelson assured Mr Orsich although the parish committee does everything in its power, we have limited power.</p> <p>Action: Mr Hatherell to update on the progress of SW and SID next meeting.</p>
	<p>PCAP: Mr Pash announced there is no update as the next PCAP meeting is on 19 of January of this year.</p> <p>Footpath improvement progress: Mr Pash to update on footpath improvement progress on the next meeting.</p> <p>Local Highway and Footpath Improvement Group (LHFIG) rumble strip progress: The next LHFIG meeting sits on 25 Jan of this year. Mr Nelson to inform on progress of the rumble strips at the next meeting.</p> <p>LHFIG Wilton Rd parking restrictions update: An application for parking restrictions (white double lines) to be painted on the road outside Mr Baxter's property (Wilton Rd) has been submitted to the LHFIG for approval. The next LHFIG sits on 25 Jan 2023 where the request will be discussed and hopefully agreed. White lines should then be painted as part of an ad-hoc road marking order in the Spring.</p> <p>Action: Mr Pash is to update on PCAP – Footpath improvement progress on the next meeting. Mr Nelson to inform on the rumble strip and parking restrictions progress at the next scheduled meeting.</p>
	<p>Defibrillators: There was no update from Mr Hosier. Mr Whitcher confirmed the defibrillator in West Grafton was moved to her on Friday 6 January. Mr Beale informed the committee of pad replacements in the East Grafton defibrillator.</p> <p>Action: Mr Hosier to confirm the Defibrillator in West Grafton is coordinated with the 'Circuit'; The National Defibrillator Network which connects to NHS ambulance services.</p>
	<p>Community Calendar: Updated community calendar was emailed prior to the meeting by Mr Nelson.</p> <ul style="list-style-type: none"> • Laying wreath for Remembrance service report: Mr Nelson confirmed of attending this service. • Carols by candlelight report: Although the event was cancelled due to the frost Mr Nelson thanked Mrs Whitcher for preparing this event. • Christmas report: Mr Nelson thanked to Father Christmas, the elves, Mr Bill Clement and his team and to the vicar, for making this Christmas special. <p>Plans for Coronation Celebration May 2023: It was agreed to discuss any ideas for a Coronation Celebration on the next planning meeting, 06 February. Cllr Wheeler kindly volunteered to ask the Wiltshire Lieutenancy Office for details on planned national/county Coronation events.</p> <p>Action: Mr Nelson to update on any changes next parish meeting.</p>
	<p>Neighbourhood Plan (NP): Mr Pash presented committee with a synopsis of 05 December Neighbourhood Planning Meeting Plan Policies. After responses of community to a survey the NP group is proposing to develop the following policies:</p> <ul style="list-style-type: none"> • Community Policy – what should be preserved • Local Green Space Policy – incorporating all green spaces • Future Development Housing Site Allocation Policy – careful selection of areas for future build • Sustainable Local Transport Policy- encompassing footpaths and bridleways • Local Economic Development Policy- promoting local business • Keeping Dark Skies Policy – preservation of dark sky • Energy Development Policy – requires further discussion and consideration. <p>The next step is to discuss these policies with Mrs Pellegram in detail at the next meeting. Mrs Whitcher suggested adding fibre broadband connectivity for all the community be included as a priority policy - Mr Pash agreed to raise with Mrs Pellegram.</p> <p>Action: Mr Pash to brief on the NP progress next scheduled meeting.</p>
	<p>Parish Steward: Mr Lemon confirmed via email prior to the meeting there are no updates on the Parish Steward. Cllr Wheeler informed that Wiltshire Council is concentrating on filling pot holes after the spell of bad weather. Furthermore, £200.000 was allocated by Wiltshire Council to improve the Parish</p>

	Steward service by employing two stewards instead of one. Action: Mr Lemon to update on the Parish Steward next parish meeting.
	Web site enhancements: Email address resolution report: Mrs Dudney confirmed that the relevant website email addresses to be in order. She is tasked to share the mobile phone numbers used for site authentication with Mr Pash for future security. Software updates: Mr Pash confirmed that the recent WordPress software upgrade went well and is working efficiently and that the information relating to the Parish is up to the date. Action: Mr Pash to confirm receiving mobile numbers used for authentications from Mrs Dudney at the next meeting.
6.	Any Other Business:
	The Parish Clerk encouraged the meeting to report (with supporting photographs) any fly tipping in the Parish.
	Mrs Dudney asked the Parish Clerk for any planning applications relating to houses to be circulated to all of the councillors on their initial receiving. The clerk concurred. Action: The Parish Clerk to circulate any planning applications relating to houses prior to the Parish planning meeting from now on to all Parish Councillors.

Meeting adjourned at 20:50 with thanks and wishes of Happy New Year to everybody who attended from the Vice Chair Mr Nelson.

Next Grafton Parish Council Meeting: 06 March 2023 at 19:30, Coronation Hall, East Grafton

Next Grafton Planning Meeting: 06 February 2023 at 18:00. The Thatch Barn, Wilton

Contact: clerk@graftonparish.com

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Supplementary Meeting to agree the Precept for 2023/24 held at The Thatch Barn, Wilton on Monday 16 January 2023 at 6.45pm

Attendees: Mr Lemon (Chair), Mr Nelson (Vice Chair), Mr Pash, Mrs Dudney, Mrs Witcher by proxy, Miss Vonsova (Clerk).

1.	The precept of £9950.00 for 2023/2024 was unanimously agreed and signed by Mr Lemon and Miss Vonsova. Action: Clerk to send off the precept to financial planning at Wiltshire Council before the deadline.
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The meeting exited 19:05 with thanks from Mrs Dudney and Mr Lemon.