



Draft of the Minutes of Grafton Parish Council Meeting held at the Coronation Hall, East Grafton on Monday 04 March 2024 at 19:30

Item	Topic and Actions
1.	<p>Attendees: Mr Edward Nelson (Vice Chair), Mrs Ann Dudney, Mr Kevin Burke, Mr Mike Hatherell, Mr George Hosier, Mr Richard Pash, Miss Maria Vonsova (Clerk).</p> <p>Apologies for absence: Mr Lemon (Chair), Mrs Annie Whitcher, Mr Rupert Bentley.</p> <p>Members of the Public: Mr David Wilson, Mrs Marie Turpin.</p>
2.	<p>Matters arising from Minutes of Parish Council Meeting held on 08 January 2024: None. The minutes were proposed by Mr Hosier, seconded by Mrs Dudney and signed by Mr Nelson. See comments under the Public Forum which highlights amendments to these minutes – these were accepted by the Council following the adjournment.</p>
3.	<p>Public Forum under adjournment: Mr Wilson objected to the passage in Overgrown Trees and verges on the Village Green; Culvert maintenance: <i>The culvert maintenance is the responsibility of the landowners on the Village Green.</i> He disputes that culvert maintenance is his responsibility as the road and anything under the road is Highway ownership. The passage has been amended to: <i>The culvert maintenance is the responsibility of the landowner.</i></p> <p>Furthermore, Mr Wilson pointed a misspelling of the surname of a local resident. In session Speed Watch/SID the surname Mr Wilcot, should be Mr Willcocks. The clerk corrects a surname beginning with small s instead of capital S in name Mr Frank Silk in the Public Forum Adjournment.</p> <p>An email synopsis from Mr Beale, regarding defibrillators and potholes, was presented.</p> <ul style="list-style-type: none"> - Existence of a contract with Community Heartbeat when the units were first acquired and installed - If contract exists, what form of guarantees covered the purchase including later replacement - Why our unit had to be sent to the USA, why was it retained for so long and what cost - Improved communication across the Parish with those responsible for unit checking - Logistics of spare defibrillator - ensuring regular checks and immediate availability, with instructions to all involved how the spare unit can be collected <p>Regarding the issue of potholes and absence of the Parish Steward - Mr Lemon met with the Steward to expedite the current damaging issue.</p> <p>Actions for: Mr Burke to reply to Mr Beale email.</p>
4.	<p>Planning Application:</p> <p>Application No: PL/2024/01444 Deadline: 15 March 2024.</p> <p>Application Type: Householder planning permission.</p> <p>Proposal: Demolition of existing extension and erection of single storey extension to east elevation. Alterations to existing garage to create ground floor annexe accommodation.</p> <p>Site Address: Honey Barn, Hollow Lane, Wilton, SN8 3SR.</p> <p>Link: https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ3000003x3xp</p> <p>The council decided to support this planning application whilst requesting clarification on the effect of sun light reflecting from the solar panels on the roof, clarification regarding the missing garden house in the planning proposal and the future of the trees which appeared to block the sun from the planned solar panels.</p> <p>Application No: PL/2024/01567 Deadline: 18 March 2024.</p> <p>Application Type: Full planning permission.</p> <p>Proposal: Proposed new dwelling in rear garden.</p> <p>Site Address: Willow Cottage, 239, East Grafton, Marlborough, SN8 3DF.</p> <p>Link: https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ30000043TBF</p> <p>The Parish Council supported this planning application.</p> <p>Action: Clerk to send response to the Wiltshire Council.</p>
5.	<p>Financial Review: Mr Bentley emailed parish financial report to the end of February 2024. Likely costs for defibrillator maintenance/replacement are within the budget at current available costings.</p> <p>Action: Mr Bentley to update on the financial situation on the next meeting.</p>
6.	<p>Parish Updates:</p> <p>Coronation Hall:</p> <p>The beech hedge was pruned following the last meeting.</p> <p>Solar Panel Progress: Miss Vonsova read an update from Mrs Whitcher: A quote from Marcus Allen is due to be received soon - Mr Clemence is following up with RGW Engineering. The Charity Commission Annual Return has been lodged.</p> <p>Pest control: Rodent specialist had been contacted to inspect the hall for any sight of infestation. If positive, appropriate actions will be taken.</p> <p>Action: Mrs Whitcher to update the Council on the Coronation Hall at the next Parish meeting.</p>
	<p>Playing Field Maintenance:</p> <p>Removal of Skate Ramp: Mr Hatherell confirmed the ramp demolition and removal has taken place using local</p>

	<p>contractors at a reduced price.</p> <p>Installing Pétanque at the Parish Playing fields: The construction of the Pétanque court is postponed due to the wet weather and will resume as soon as weather permits. The base of the ramp is in good condition and will be used for seating area. Mr Hatherell confirmed for the grass cutting for this year is set in place.</p> <p>Action: Mr Hatherell to update the Council on the matter of playing fields next scheduled parish meeting.</p>
	<p>War Memorial Fence:</p> <p>Permission for climbing rose sought: Mrs Dudney asked on behalf of Mrs Anna Parkin to plant climbing roses along the new wooden fence at the St Nicolas' church. This suggestion was welcomed by the committee.</p> <p>Action: Mrs Dudney to update on planting of the roses next scheduled meeting.</p>
	<p>Speed Watch/SID: Mr Hatherell confirmed that weather had restricted the use of the camera during the last available session. He plans to run weekly sessions over the next available 3 weeks. The batteries in East Grafton SID have been replaced. Mr Willcocks is now trained and joins the small team of volunteers.</p> <p>Action: Mr Hatherell to update on the progress of Speed watch next parish meeting.</p>
	<p>PCAP: Mr Pash presented synopsis from 18 January meeting:</p> <ul style="list-style-type: none"> - A website has been launched to provide people with ideas on how to lower their carbon output by viewing properties with these measurements already in place - Grafton Parish is mitigating the impact of the loss of ash trees, due to the ash dieback, by planting mature trees. This was supported by a grant from Wessex Water of £2000 and a £1000 donation from Wilton Windmill. A team to help with planting trees is available in Wiltshire Council if required - Sadly, the funding for VisitWiltshire has ceased after a Cabinet Meeting of Wiltshire Council <p>Local Highway and Footpath Improvement Group (LHFIG) rumble strips progress: Mr Nelson announced that the rumble strips are to be painted this spring as soon as the danger of frost diminishes.</p> <p>Road Safety on the Green: Mr Nelson announced that a request had been submitted for a survey of the road running through the Green towards Sunflower nursery. We are expecting a date to be agreed by the LHFIG team.</p> <p>Safety for horse riders on A338: Mr Nelson confirmed this matter has been logged with the LHFIG who will be reviewing road infrastructure in April.</p> <p>Action: Mr Pash is to update on PCAP. Mr Nelson to report on the rumble strip progress.</p>
	<p>Defibrillators: Mrs Burke confirmed ordering and replacing spared pads which were out of date for the defibrillator unit in East Grafton. Mr Burke confirmed that there was no legal agreement between the Heartbeat Trust (HBT) and Grafton Parish Council regarding the procedures for repair and replacement.</p> <p>Mr Burke advised council on a government scheme "Community Automated External Defibrillators (AED) fund". The funding covers 50% of the purchase of External Heated Cabinet and AED on condition of match funding from the Parish Council. The sum of £750, from the fund and from the Parish Council, is required to purchase each unit. The Parish council agreed to order 3 defibrillators using this scheme. Proposed by Mr Burke, seconded by Mr Hatherell. It was agreed that any spare defibrillators would be hold in the village hall for use in the case of emergency. Mrs Dudney stressed the importance of detailed examination of the contract, maintenance service details, repairs and replacement before submitting the AED application.</p> <p>Mr Pash confirmed for the photographs of the defibrillators with what3words locations are published on the Parish Website.</p> <p>A meeting of all defibrillators volunteers and anybody who would like to attend will be arranged by Mr Burke for 20 March at 6 pm in the Manor Barn, Wilton where a formal procedure for the defibrillators between all interested parties (council, volunteers, medical professionals in this parish) would be proposed and agreed</p> <p>Arranging CPR training session: Clerk read Mrs Whitcher's update: Two courses (max 20 people each course) are set for 12 and 26 April and have been advertised in February and March Community News editions. The clerk confirmed 14 attendants for 12 April and 16 for 26 April so far.</p> <p>Action: Mr Burke to report defibrillator progress at the next meeting.</p>
	<p>Community Calendar: The updated community calendar was emailed prior to the meeting by Mr Nelson as for 04 March 2024. Drainage works, with traffic lights, are planned from 06 to 08 March on A338 adjacent to the Marten hamlet turning. Traffic controls will be installed 18 May to 21 June whilst the National Grid is undertaking overhead power line refurbishment in Wexcombe, North East to the end of the Fair Mile. The footpaths in this area will be also closed for safety reasons.</p> <p>June Community Event: Mrs Whitcher's suggestion to organise Rounders was positively welcomed by committee. This Rounders event is planned on 07 June.</p> <p>Action: Mr Nelson to publish the updated calendar on the web site. Mrs Whitcher to report process organising Rounders event next scheduled meeting.</p>
	<p>Fund Rasing for flood prevention: Mrs Whitcher presented in her report an option of fundraising for flood protection after an approach by a local resident. As the system for flood prevention is already in place the council dismissed this matter.</p> <p>Action: None.</p>
	<p>Neighbourhood Plan (NP): Mr Pash shared a copy of the draft NP with councillors prior to the meeting containing all policies and development. During the meeting he asked for feedback. Furthermore, Mr Pash confirmed for the Housing Allocation Policy to go ahead after the application for Environmental assessment has been approved. This policy allows for each proposed site to be Environmentally evaluated with time schedule completed in June. After receiving the Environmental assessments each applicant of the proposed site would be written with the results of</p>

	<p>the report.</p> <p>Action: Mr Pash to brief on the NP progress next scheduled meeting.</p>
	<p>Potholes at West Grafton: Clerk read from Mrs Whitcher’s message: The pothole in West Grafton got progressively worse, it now stretches across the road. Status from Wiltshire Council website say the issue has been assessed and remedial works are planned without firm date.</p>
	<p>Parish Steward: Mr Lemon updated via WhatstApp prior to meeting: Mr Lemon has arranged meeting with the parish steward this Wednesday to point out potholes and work to be done in this parish.</p>
	<p>Overgrown trees and verges on the Village Green: Mrs Dudney is progressing this issue. The verges were cut back in January.</p> <p>Action: Mrs Dudney to report any changes at the next scheduled meeting.</p>
	<p>Annual General Meeting (AGM) reports requests and plan: The participants will be requested to send their reports to the Parish clerk via email for publication in the Community News and will be invited to attend the meeting with the option to present their reports.</p> <p>The participants for AGM as agreed: Parish Council Chairman’s Review of the Year, Coronation Hall, Defibrillators, Speed Watch, Wiltshire Council, Wiltshire Police, Grafton Parish Church, Sunflowers at Grafton and Grafton Goslings, Grafton Horticultural Society, Wilton Windmill Society, Grafton and Bedwyn link Scheme, Pewsey Community Area Board, Pewsey Vale Tourism Board, Crofton Bean Engines, Alzheimer Coffee Morning and Winter Warmers group, Wilton Cricket Club.</p> <p>Action: The Parish Clerk to send the request for the reports at the beginning of April followed up by reminder at the end of the April.</p>

Meeting adjourned at 21:50 with thanks to everybody who attended from the Vice Chair, Mr Nelson.

Annual Parish Meeting (APM), Annual General Meeting (AGM) & Grafton Parish Council Meeting: 13 May 2024 at 19:30, Coronation Hall, East Grafton

Next Grafton Planning Meeting: 08 April 2024 at 18:00. The Thatch Barn, Wilton

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