**Monthly Parish Meeting – DRAFT Minutes**

**Councilors met for the Annual Parish Meeting on**

**Wednesday the 19th of July 2023 at 7.30pm at the Bulkington Village Hall**

**Present: Julie (Chair), Philip, Alison and Alex**

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| **Ref** | **Agenda Item** | **Actions** |
| 1 | **Apologies for absence:** Carla Haslam, Andrew Grabham and Tamara Reay |  |
| 2 | **To Record:**   * There were no changes to the Register of Interests * Declaration of Interest in Agenda Items: Alex expressed his interest in Agenda Item 6 * New Councillor Philip Oakey was voted onto the team with a unanimous vote * Chair Julie signed declaration of Acceptance of Office |  |
| 3 | **To Receive a report:** Tamara Reay was unable to attend but sent her report in advance of the meeting:  **Local Plan Review**  At Full Council on Tuesday 18 July, Wiltshire Council considered the review of the Wiltshire Local Plan, as this important document approaches the final stages towards adoption.    The Plan will set out the vision and framework for housing, infrastructure and land for employment growth for the next 15 years. Once adopted, all planning applications will be determined against the Plan, making it the most important place-shaping document for Wiltshire.    It also identifies sites for both housing and employment development until 2038. Following work to assess the number of homes needed, the number of planned homes in the Plan has been significantly reduced from its last iteration. When the Plan was consulted on in 2021, it proposed 45,630 homes over 20 years to 2036, but the updated Plan that Cabinet will consider proposes 36,740 homes, of which over 21,900 homes have already been built or are committed.    The local plan update now requires 40% of all new housing on developments of 10 homes or more to be affordable. Greater flexibility has been added to rural exception sites to make it easier to provide affordable housing in villages where there is clearly identified demand, but those developments will still need to be proportionate to the size of a village.  Bulkington is considered a small village in the Local Plan and so there is no specific new housing allocation for Bulkington.  The proposed Plan also sets out ambitious sustainability policies, as new developments will have to meet zero carbon standards, including energy generation such as solar panels. Biodiversity in Wiltshire will improve too, as the Plan policies set out a 20% net gain for all new developments, compared to the 10% legal requirement. All new developments must also have cycling and walking connections.    The detailed report is at <https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=14748>  Also attached is a summary of rural housing numbers.    **Solar Together**  Wiltshire Council and Swindon Borough Council are working with iChoosr, independent experts in group-buying, to launch a second Solar Together scheme, following the success of the first in 2022.  Since the first round of the scheme launched in May 2022, over 1,500 homeowners across Wiltshire and Swindon have so far installed over 8,500 solar panels and 720 storage batteries to benefit from generating their own renewable energy.  The prospect of choosing an installer and making the change to renewable energy can be quite daunting, but Solar Together makes the switch to clean energy as hassle-free as possible. The scheme supports people every step of the way, providing clear and objective information that people can trust, so that they can make a well-informed decision and receive expert guidance throughout the process.  The initiative offers solar panels (also known as solar PV) with optional battery storage and electric vehicle (EV) charge points. It also offers battery storage installation for residents who have already invested in solar panels and are looking to maximise how much of their self-generated energy they can use at home and become less dependent on electricity from the grid.  Solar Together operates on a group-buying approach, with the core principle that coming together as a group provides enhanced buying power and allows the approved providers to offer a better price than individual homeowners might get from entering the market alone.  The scheme is now open for registrations in Wiltshire and Swindon and the deadline is 11 August 2023. People who are interested can register for free, and, following a competitive bidding process managed by Solar Together, will then be sent their recommended provider and costs, with no obligation to proceed with the installation.  To register for the scheme, residents must either own their own house or have permission from the landlord to install solar panels. Small and medium-sized enterprises (non-domestic) and Commonhold Associations meeting this requirement can also participate. <https://solartogether.co.uk/wiltshire/home>  **Local Cycling & Walking Plan**  People in Wiltshire are being asked for their views on cycling and walking plans in Chippenham, Devizes and Trowbridge.  The three Local Cycling and Walking Infrastructure Plans (LCWIPs) set out proposals for cycling and walking networks in each town, and highlight how these networks will be improved and connected to make it easier and safer to walk and cycle in the towns.  The aim of the LCWIPs is to deliver infrastructure that will enable and encourage more trips to be made on foot or by bike, and help to improve air quality, reduce traffic congestion and cut carbon emissions. They will also be used to inform the planning process where relevant, and future funding from the Department for Transport for active travel schemes will be linked to the walking and cycling schemes. The council has already consulted on the draft county-wide Wiltshire LCWIPs and a Salisbury LCWIP.  In the future the council intends to develop LCWIPs for Amesbury, Bradford on Avon, Calne, Corsham, Malmesbury, Marlborough, Melksham, Royal Wootton Bassett, Tidworth, Warminster and Westbury. The consultation on these three LCWIPs ends on 31 July, and once complete, all responses will be collated and considered before the LCWIPs are finalised. To find out more, read the documents and take the online survey, people should go to: [www.wiltshire.gov.uk/transport-town-cycle-networks](https://www.wiltshire.gov.uk/transport-town-cycle-networks).  **All About Potholes**  Potholes remain a key focus for Wiltshire Council’s Highways Team - a webinar was held a few weeks ago which enabled people to find out how potholes are inspected, prioritised and filled throughout the county, as well as information on long-term maintenance schedules and resurfacing.  The recording can be viewed at [(24) Pothole webinar - YouTube](https://www.youtube.com/watch?v=h5NOhbFdKSU) | Clerk to mention of Facebook and highlight that only quotes from Wiltshire Council providers are free – this does not apply to all providers. |
| 4 | **Local Police Report:**  Melksham Rural South: ED13 Seend, Great Hinton, Poulshot, Bulkington, Keevil, Steeple Ashton   * 29 Crimes Reported – 14 classified as violence (includes malicious comms), 7 criminal damages * 16 incidents Reported- 3 ASB 2 of which are neighbour related   Incidents of note:   * Steeple Ashton- 25/06/23- Dwelling burglary, forced entry, cash & jewellery taken * Post Office Seend- 05/07/23- Unknown suspect has put a screw in the back gate leading to a Post Office and Cafe from the outside of the gate, screwing it shut and preventing it from being opened. Thought to be related to a local dispute. * Lower Foxhangers Marina- 25/06/23- Electric bike stolen * Greenacres, Semington- Police car tyres deliberately punctured whilst dealing with an incident * Seend- 04/07/23- Sash window tried- potential attempt burglar   **Our PCSOs have highlighted the importance of reporting all break-ins and suspicious activity - as the police force is understaffed they are working off the data gathered through reports and will spend more time in the town centres unless something happens in the smaller villages.**  **It only takes a moment to make a report online:**[**https://www.wiltshire.police.uk/ro/report/**](https://l.facebook.com/l.php?u=https%3A%2F%2Fwww.wiltshire.police.uk%2Fro%2Freport%2F%3Ffbclid%3DIwAR3DCNWY3tLcR96-Rg8afjSNeKh5RBTSWlWvIHM_jBxVeZSjV1CeQYtarI8&h=AT0zJCBxgx-J2uqX001iMDjF93GXFP_D06sNPk4vSV8ORJAYwCp73yXr0QqPeFqJ_YhqbHqweCbXe2sdDP7AN85_O8DX_8NNDHIo4YNHCoJz_fnSa9WpXQ-wXH0jafp14g&__tn__=-UK-R&c%5b0%5d=AT3MPAHvJDG4suDQ-aqP5Umcx5glX3me7763yFm3fMItkkWVaSp_AqGgstR57KrgRkoNAUk2Aze096niRjV2b4JUkFVsDQc7zBKIkcup9Uw6xTpGs3jKdklFYSW-8C2JZlEj-qqH-2578FHL6iOlGmG_ZlbEuwz2tH8p9iLe_FxHnEUZbHV5v_UoDfNdksq9_6Hrh49KEi7pY9yZSqStzZ8)  **In an emergency, or if you need urgent police assistance, you should always dial 999. You can also report suspicious activity by contacting the police in confidence on 0800 789 321.**  **The police advise that an active Neighbourhood watch scheme is also a good deterrent to crime. If there is any appetite for re-instating the Neighbourhood watch scheme in Bulkington and there are active volunteers to run it, the Parish Council can assist you in forming a group.** | Clerk to send Police report to Philip |
| 5 | **Open Forum:** No issues raised. |  |
| 6 | **War Memorial request:** The Parish Council team have been dealing with a War Memorial request since December 2022. Thank you for your patience as this has taken up a considerable amount of Parish Clerk and Councillor time. Legal advice has now been sought from a number of different sources. |  |
| 7 | **Local Planning Updates:**  No comments raised  Bulkington CP Application Ref PL/2023/05045 - Modification of Planning Obligation Address: Tudor Cottage, 14 High Street, Bulkington, Devizes, Wilts, SN10 1SJ Proposal: Discharge of Section 106 Agreement under planning application W/11/02717/FUL Applicant Name Mr & Mrs Dilford Case Officer: Steven Vellance Respond By 28-07-2023 Application Link: <https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BIbIY>  No comments raised  Bulkington CP Application Ref PL/2023/04219 - Works to a Listed Building Address: Manor Farm, Bulkington, Devizes, SN10 1SL Proposal: Removal of UPVC windows and replacement with single glazed timber frame windows in reference to enforcement letter ref : ENF/2023/00292. Applicant Name: Mr & Mrs G Breach Case Officer: Fiona Webb Decision Date: 29-06-2023 Decision: Approve with Conditions Application Link: <https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001Axdzl> |  |
| 8 | **Minute Approval:** Approval of the last Minutes of the Parish Council Meeting in June |  |
| 9 | **As there will be no August meeting due to the summer holidays, more funds were approved in this meeting to allow the clerk to make necessary payments during the summer.**  **Finance:**  Clerk Pay £325 x 2  Grass cutting for two months £228 x 2  William Breach Play Area - Annual Inspection £75  Bulkington.org.uk website domain name registration for 10 years £96.82  Signing of Cheque:  Village Hall Hire: 12 x £9.00  for July 2021 to July 2022                      £108.00  Village Hall Hire: 10 x £12.00  for September 2022 to June        £120.00  Alex and Philip volunteered to be added to online banking to facilitate payment of cheques going forward. | Clerk to make payments and begin paperwork for adding Councillors to Bank Account |
| 10 | **William Breach Playground:**  The works on the path and new pergola are now complete and the space has been reopened. The funds obtained through the Area Board Grant are due to come into the account this month and take up to 28 days to clear, the go ahead can then be given for the building of the new Trim Trail to be placed to the left of the path. The cost is roughly 4.5k to include installation.  The next priority for improvements is the purchase of an accessible gate, kids picnic table and a swing. Depending on final costs, the Rec Committee may need to fundraise/ or receive some parish funds.  Councillors discussed the works on the bridge and agreed to request additional quotes in a bid to get the bridge completed as soon as possible.    ROSPA Inspection: We have received notice of an upcoming ROSPA inspection, this is to take place during September. The team discussed the equipment checking process and whether the costs of inspection are likely to change as there is currently less equipment in the area than before July.  The inspectors offer a checklist for completing the regular checks of equipment. | Carla and Amy to confirm |
| 11 | **Parish Steward:** Outstanding jobs to be sent to The Clerk prior to next visit.  Bulkington has been assigned a new Parish Steward, some of you may have seen him in the village last week.  Our Clerk sends a list of priorities for him to concentrate on each month - these usually include grass verges, mossy pavements and hand clearing drains. As our Clerk doesn’t live in the village anymore, she can’t always see when a new area comes up for his attention; so please do email Hannah on theclerk@bulkington-pc.co.uk if you have a requests that you feel needs adding to his job list.  Here are a list of jobs we can ask our Parish Steward to carry out on his one day in the village a month:   * Hand clearing and cutting of growth from drainage grips and drain gully covers * Hand clearing of blocked drainage gullies, grips, culverts, pipes and pits * Clearing debris from the roads and footways * Pedestrian barriers preparation and painting * Cleaning and straightening of small road signs, street nameplates and bollards * Securing of existing small road signs, verge marker posts and supplied street name plates * Removal of limited graffiti from road signs, bollards and street nameplates * Hand cutting of grass and vegetation in visibility areas * Hand treatment of weeds * Hand clearance of encroaching growth and soils from footways * Repair of small potholes in roads and on footways | Clerk to add 30 sign cleaning/replacement to myWiltshire.  Clerk to send Matt best kept village notes  Clerk to add area in front of playground and near electricity hut to stewards list |
| 12 | **Recruitment:** We are currently recruiting for one Councillor to join the team, if you would like to put yourself forward, please email our Clerk Hannah. |  |
| 13 | **AOB:**   * The Bulkington.org.uk website domain name registration was purchased by the Parish Council in November 2013 but is due to expire on 19 November this year. The quote to extend this for the next 10 years was approved. * Work on drop curbs in to commence in August in Chestnut Drive and Northfields. * **It was raised that cars parked on the pavement in Chestnut Drive are really affecting pedestrian access. Our PCSOs have offered to patrol this area – so please note you may receive a police warning if your car is parked blocking a pavement.** * Tree Planting: Eden Speller has contacted the Parish Council with a proposal from the Woodland Creation Funding, councillors are interested to explore this further and invite Eden to attend the next Parish Council meeting on September 20th at 7.30 to discuss this in person. * Defibrillator: Philip agreed to take over the responsibility for the village Defibrillator and to conduct the necessary regular checks. * Open Reach – Fiber Broadband: Councillors discussed that fiberoptic broadband is due to be installed in the village at the end of the summer. Villagers are urged to sign up online registering their interest as this helps with its funding and helps bring the timing forward when the demand is high enough. * Councillors discussed reviewing the latest emergency plan in September. | Clerk to inform Calum  Clerk to ask LHFIG if the Parish Council needs to inform residents and request cars be moved  Clerk to feedback to Eden  Clerk to introduce Philip to Simon over email and arrange a handover. Clerk for reprint village notices featuring Philips name.  Clerk to post on FB  Alison to circulate prior to the meeting. Clerk to add to September agenda |
|  | **Next meeting: 20th September 2023 at 7.30pm**  **December meeting on 20th December to be brought forward to 13th to avoid pre-Christmas rush.** | Clerk to book hall and send full years dates to confirm. |