

Bromham Parish Council

Minutes of Meeting held in Bromham Clubhouse

11th March 2024

Draft Minutes

Councillors Present: Peter Paget (PP), Jim Butler (JB), Kate White (KW), Peter Hindle (PH), Sam Paget (SP), Cary Thompson (CT), Jonathon Seed (JS), Phil Collins (PC), Adam Slusarczyk (AS). Plus: Laura Mayes (LM), Adrian Hampton, Head of Highways Operations (AH), Valerie Fergus - Clerk (VF), 18 members of the public.

Meeting commenced at 7.30pm.

No.	Agenda Item	Action
1	Apologies: Keith Mahoney, Jean Collens. Adam Collins	
2	<p>Parishioners 10 minutes:</p> <ul style="list-style-type: none"> • Ernest Escott – Hawkstreet Flooding – despite gully jetting the flooding is not clearing due to the considerable amount of residual silt. Subject discussed further by LM, JB, AH – noted in item 7. • No Flood signs on Hawkstreet, AH to address and ensure flood signs are put in place. • Den Fillis – D-Day celebration on 6th June. Permission requested to raise flag on High Street. Granted. • Chris Wilson - Retrospective Planning Application 64, Hawkstreet. – Original PP granted for garage, built as dwelling. Discussion covered in item 4 and item 11. 	AH
3	<p>Agree Minutes from last meeting.</p> <ul style="list-style-type: none"> • Minutes from PC Meeting 05/02/24. Accepted and signed. A.I.F. 	
4	<p>Laura Mayes Update:</p> <ul style="list-style-type: none"> • Flooding issues covered in item 7. LM very much involved in supporting flooding issues in the village. • Met with owner of Battle House and trees around the streetlights have been cut back as requested. • Trees in Yard Lane have been reported. Trees situated between two houses blocking streetlights, ownership of trees unknown. AH will report to Highways. • Still no judgement on travellers’ site, when pressed for response told to wait. • Ongoing issues at Wyatt’s Lake have been escalated to deputy chief executive who, frustratingly has passed it on, escalated again due to evidence of people living on site with no permission or amenities, welfare check requested, it is also hoped that this may also help to draw more attention to other existing issues. Still waiting on environment agency to further investigate the state of the site and unauthorised use of the land for dumping waste, also storage of vehicles and associated paraphernalia. Ian Percy was proceeding with legal action but so far no update. JS reported that there has been a site visit by Wiltshire Council and police a few months ago, also witnessed by PC – no subsequent report. • 64, Hawkstreet. LM feels very strongly about this retrospective PP as this is the second time they have not followed the original PP granted. LM has ‘called this in’ to the committee and will lodge objection, would request support of Parish Council by also raising an objection. 	
5.	<p>Adrian Hampton. EV Charging. Head of Highway Operations</p> <ul style="list-style-type: none"> • Presentation explaining different types of EV charging stations and options for installation. The options include going with a commercial company which seems very attractive on the surface with no installation costs and receipt of a monthly rental fee, but these tend to come with caveats such as being tied to a contract for 10 – 15years, also the tariff to the end user could not be controlled locally and may be quite high. If PC were to install EV charging station then Wiltshire council would offer contractor support. Costs could vary from a few thousand £’s to £20K, 	

	<p>depending on several factors including - location, the infrastructure, what power supply is coming in, size of chargers. Wiltshire Council would be available for help and advice with for example, feasibility studies.</p> <ul style="list-style-type: none"> • Issue with Rural EV charging stations is that all government funding so far has been focussed on consumer charging at home rather than destination charging stations. The destination charging stations (50kw chargers) are located near to main routes and have the more powerful charging units – not viable for rural areas. • In summary – there are many factors to be taken into consideration before committing to an EV charging station not least of which is cost, type of installation and power supply. • CIO already looking at grant funding for EV charging station should one be required on the Community Hub site. 	
6	<p>Updates on Previous Agenda Items.</p> <ul style="list-style-type: none"> • Pound Bus Shelter – No update but not posing any imminent problems. • Community Hub CIO request, letter to the charity commission has been drafted and received ready to present to the Social Centre Committee to be signed. Lease is also ready to be issued for signatures by both PC and CIO. Deadline to conclude and meet all conditions of COF grant is 15th of April. • Land Purchase – Offer to purchase land has been sent to seller. No response received yet. PC to follow up. • Fruit tree planting in Pond Field. Proposed area to run around the back of Pond Field no further than 5 meters into the field, also a few on the mound at the side of the basketball area. Around 25 – 30 trees to be planted. Self-funding with Villagers having the option of sponsoring the trees. Agreed. A.I.F. • CCTV – Agreed to source 3 quotes as this facility is needed to help prevent further vandalism to the pavilion. Will need to review current wi-fi provision to allow for CCTV system. Ideally the system sourced would have the capability to be added to in order to provide further cover for the new Community Hub. Data protection legislation to be consulted. Agreed in Principle. Prop. AS, Sec. JS A.I.F. • Neighbourhood Plan – Applied for and received grant for £4550 which will cover cost of the consultants looking at potential sites. • Model Standing Orders – Review and Update. – Current Model Standing orders to be personalised specific to Bromham Parish Council – suggestions provided by VF, also attention drawn to changes to items under Financial Controls and Procurement and to item previously omitted concerning the annual review and appraisal of the Parish Clerk, VF requested item to be included in updated version. Proposal – to accept suggested changes and addition – Prop. JS, Sec. PH. A.I.F. Resolved. • Village Website – PH. and VF met with Myles Brock from Creative Emergent to discuss proposals for new website. Happy with outcome and confirm work will start on new website. New email addresses for Parish Councillors to be resolved when new website is up and running. 	<p>PC</p> <p>VF</p> <p>VF & PH</p>
7.	<p>Village Flood Plan + Parish Online digital Mapping.</p> <ul style="list-style-type: none"> • Discussion during item 2 – Ernest Escott raised the point that despite two visits to Hawkstreet on consecutive days from the gully jetting machine the flooding across the road remained the same – the gullies were not cleared; residual silt needs to be cleared. LM shares frustrations of Hawkstreet residents with this ongoing problem and in an effort to resolve it has a meeting booked with David Arnup 9/03/24, also to be discussed are the issues in Netherstreet and St. Edith’s Marsh. Adrian Hampton explained that different machinery may be needed for the issue in Hawkstreet with excessive silt build up and is something he will look into. JB + others have visited the site and lifted all the drain covers, the drains are not flowing freely, badly silted up, high water levels even on dry days. Suggestion of a new drain which would redirect flood water away from both Hawkstreet and houses in 	<p>JB</p>

	<p>St. Edith's Marsh. A question was raised as to the best route for the excess water to be re-routed. LM reiterated the need for the Village flood plan as issues are complex, JB has spoken with the Crown and landowners. The lack of flood signs was flagged up by Chris Ashcroft – verges are being eroded and vehicles not being fore-warned of flooding - AH to action.</p>	AH
8.	<p>Allotments. PC Declared an interest and signed Declaration of Interest Book.</p> <ul style="list-style-type: none"> • 31 current allotment holders, 6 agricultural size allotment holders (rent collected by PC on behalf of the Crown) • Rent Increase – 6% increase (to £165 per acre) to agricultural tenants which reflects the increase in rent with new lease signed with the Crown. • Rent increase for PC allotments – considerations – no rent increase for some time, maintenance work has had to be carried out as some allotments are not up to standard. Proposed increase for standard plot from £22 to £28. Larger plots to have pro rata increase applied. Prop. CT, Sec. SP, A.I.F. Resolved. • All plots currently occupied with two on the waiting list. • Rental increase notices will be sent out this month. • Neil Davison raised issue of lack of water for the allotments. 	
9.	<p>Cemetery – Fee Review.</p> <ul style="list-style-type: none"> • Fees compared with other parish cemeteries - All Cannings, Potterne and Urchfont. • Last increase in fees 2021. Cemetery maintenance excellent and a price increase is justified. Proposed 25% increase on all cemetery fees from April 1st. • Proposed JB, Sec. SP, AIF - Resolved. 	
10.	<p>Grass Cutting Quotes.</p> <ul style="list-style-type: none"> • Quotes requested for grass cutting on both Millennium Field & Jubilee Field at least 15 times a year and Pond Field 8 times a year. Exceptions to the grass cutting contract will be the BMX track area, Orchard Area and Football pitch. Grass requested to be cut a week before the carnival takes place. • Bawdens. - £3173.00 ex. VAT • Countrywide - £2463.75 ex. VAT • LandscapeCare - £8470.00 ex. VAT. • Countrywide was proposed to take up the contract for the next year starting April 1st. Prop. SP, Sec. AS A.I.F. Resolved. 	
11.	<p>Planning Applications.</p> <ul style="list-style-type: none"> • PL/2024/01409 64, Hawkstreet, Retrospective Planning Application. Chris Wilson highlighted the fact that this is the second retrospective planning application made by the owners of 64, Hawkstreet, original planning permissions granted have not been adhered to showing a complete disregard of the planning permission applied for and granted. The garage was not built in accordance with the original planning consent, including not using the PP specified building materials or the PP specified end use of the 'garage'. JS commented that this is a blatant breach of planning regulations. • The issue of the barn, subject of the most recent planning application, is also not being built in accordance with the approved planning permission granted. • Issue also raised about the state of the land which is designated as agricultural land but looks more like a scrap yard and would appear to be receiving many deliveries of 'scrap' materials. LM commented that when challenged on this point the applicants have stated that the building materials currently on the site are being used for the building of the barn and will not remain on site on completion of the barn. • The entrance to 64, Hawkstreet is also causing issues, no hard core in place, banks are collapsing creating more silt and exacerbating the issue of excess water in Hawkstreet. LM is to add these comments to her burgeoning file on this property. Parish Council to Object to PP. Prop. JS, Sec. JB. A.I.F. Resolved. 	VF

12.	Best Kept Village Entry. <ul style="list-style-type: none"> Bromham to enter. Entries to be received by 19th April. Judging for the first round will be between 15th and 13th June. 	VF & JS
13.	Inspections <ul style="list-style-type: none"> All areas inspected – no issues reported. 	
14.	Payments to be made. Payments Agreed. Please see payment sheet Page 4.	
15.	Matters to be discussed at Annual Parish Meeting – 25th April. <ul style="list-style-type: none"> Invitations to be extended to village organisations to give brief presentation and to answer questions. Community Hub – Moving forwards. 	
16.	Councillor Vacancy. <ul style="list-style-type: none"> Jenna Humphries and Richard Dyke attended informal interviews with the parish council prior to the start of the meeting. Both were very strong candidates. Richard Dyke won a majority vote in the ballot. Richard Dyke is therefore co-opted as the new councillor and will sign the Declaration of Acceptance before the next meeting. 	
17.	Any other Business/Letters/Emails <ul style="list-style-type: none"> Letters thanking the Parish Council for their donations received from Dorothy House, Monday Club, Wiltshire Air Ambulance, Devizes Link. Wiltshire Search and Rescue have written to ask if PC would consider making a donation to their organisation. Letter received from Insurance company to confirm that no claim could be made for the repair of the vandalised window on the pavilion as no crime number and no photos. Jenna Humphries handed the clerk a letter from Mrs. Humphries with a request to read it in full at the meeting and record in the minutes. The letter is added on Page 5. Solar Farm have extended their lease – will the period of income also increase? 	JS & VF
	Meeting was closed to the public at this stage.	
	Legal Matter.	
	Meeting Closed 10.00pm. Next meeting 8th April. Annual Parish Meeting 25th April.	

March Payments.

A	B	C	D	E	F	G	H	I	J
		BROMHAM PARISH COUNCIL PAYMENTS MARCH '24							
Payee	Reason	Invoice No.	£	VAT	Total	Pay Type	Notes.	Check	
Parish Online	Digital Mapping		£ 90.00	£ 18.00	£ 108.00				
SPS Marketing	Loading Page Issue		£ 66.00	£ 13.20	£ 79.20				
Clubhouse	Clubhouse Hire		£ 50.00		£ 50.00				
Bawden	Grass Cutting		£ 171.81	£ 34.36	£ 206.17				
K. White	Expenses		£ 39.46		£ 39.46				
Stu Nash	Cemetery maintenance		£ 378.00		£ 378.00				
Stu Nash	Cemetery Fuel		£ 24.75	£ 4.95	£ 29.70				
SLCC	Clerk's Training		£ 30.00	£ 6.00	£ 36.00		Bank debit in Feb.		
Wessex Water	Water Rates		£ 396.39		£ 396.39		303.15 reimbursed FBC + BSC		
V. Fergus	Clerk's Salary		£ 958.23		£ 958.23				
E. Brown	Street Maintenance		£ 281.00		£ 281.00				
Grist	Waste Management		£ 94.97	£ 19.00	£ 113.97				
V. Fergus	Expenses		£ 50.76	£ 10.16	£ 60.92				
Shire	Wire		£ 4.37	£ 0.87	£ 5.24				
Steve Hammond	Grass Cutting		£ 80.00		£ 80.00				
Myles Brock	Website		£ 250.00		£ 250.00				
SLCC	Memberships		£ 195.00		£ 195.00				
		TOTAL	£ 3,160.74	£ 106.54	£ 3,267.28				

Mrs R J Humphries
3 Roughmoor Cottages
Bromham
Chippenham
Wiltshire
SN15 2DU

10th March 2024

Dear Parish Council

I would like to clarify the confusion over a recent letter from the WC Enforcement Officer Steve Jenkins which I thought was meant for the PC and therefore forwarded it to the new Clerk. It was returned as meant for me from WC.

I received correspondence regarding a complaint for the unauthorised use of a garage for a dwelling at Oatlands, 55 New Road (Catherine Reed and family's home). The letter and 2 photographs was posted to Chippenham WC Offices and sent in my name and address, signed Mrs R Humphries Retired Parish Clerk.

I did NOT send this correspondence. I have acquired a copy of the letter and have reported this to the Police, therefore is on file in case of any further incidents using my name and address.

Please include and minute this letter as correspondence for the PC Meeting of 11th March.

I feel that the Parish Council should be made aware of this.

Regards

Rosalind Humphries

Rosalind Humphries