

**Minutes of the Meeting of
Heywood Parish Council
at 7:00 pm, 10 September 2018
at Heywood and Hawkeridge Village Hall**

Members present: Cllr J Masson Cllr K Youngs Cllr E Lock
 Cllr P Thompson Cllr T Griffin Cllr F Morland

Public forum: none.

- 46. Apologies for absence:** Wilts Cllr J Wickham, Wilts Cllr D Jenkins (due to ill health).
- 47. Declarations of interest:** none.
- 48. Minutes of Parish Council meeting held on 9 July 2018:** the minutes of the last meeting were approved and duly signed by the Chairman, Cllr Masson.
- 49. Update on items outstanding from last meeting:**
- 49.1 The Clerk reported that dog waste can be disposed of in regular rubbish bins, as long as it is bagged. The Clerk was requested to get three quotes for the supply and installation of a regular rubbish bin, to be located in place of the old dog waste bin and to apply for a grant from Westbury Area Board towards the cost.
- 50. Co-option of new member of Heywood Parish Council:** Mr Stephen Heron has applied to the Council to become a member. It was proposed by John Masson, seconded by Keith Young, that Mr Heron be co-opted to fill the vacancy for Storridge Ward of Heywood Parish; this was resolved by a majority.
Cllr Heron signed the Acceptance of Office form and was given a copy of the Code of Conduct.
- 51. Electoral Review of Wiltshire Council:** it was resolved to respond to the Electoral Review stating that
- a. The Council sees no good reason to leave Heywood as a warded parish, as at a population of around 700, it is too small and not consistent with other local parishes; and
- b. A Neighbourhood Plan is currently in preparation for the entire Parish Neighbourhood area.
- 52. Planning Applications:** resolution on the following responses:
- 52.1 18/05867/FUL - 2 Park Lane, Heywood: no objection;
- 52.2 APP/Y3940/W/18/3205417 – Land at Church Road, Heywood: all objections raised re the original application to be submitted.
- 52.3 Permission In Principle (PiP): the Council resolved to adopt a policy for the Clerk automatically to request an extension if a planning application deadline is before the next Council meeting; if an extension is then refused, an additional meeting will need to be called.
- 52.4 The New Planning Permission Framework (NPPF) has already been adopted and will be monitored in practice.
- 53. Highways issues:**
- 53.1 Two vehicles were reported as abandoned and removed, one by the owner.
- 53.2 It was resolved to approve the proposed double yellow lines in Headquarters Road, WWTE, but believes that such issues should be dealt with by Wiltshire Council.
- 53.3 Wiltshire Council’s Highways department will be contacted to establish how the Parish Steward is tasked with priority jobs.
- 54. Clerk’s report:**
- 54.1 The Clerk reported to the Council about the blog “Our Community Matters” on the Wiltshire Council website, and that a notice had been posted regarding the new noticeboard in Heywood.
- 54.2 The Council resolved to authorise the Clerk to attend a SLCC Regional Training Seminar in

November.

54.3 Hawkeridge Park Play Area: letters will be sent to keyholders giving the season's closing date as 28 October, and to thank them for helping.

54.4 Arrangements were made for taking minutes at the next meeting in case the Clerk is unable to attend.

55. RFO's report:

55.1 Accounts for the current year to date were circulated for information to members present.

55.2 The Payments Schedule and cheque were presented for approval and signature.

55.3 Item withdrawn.

56. Neighbourhood Plan Steering Group (NPSG):

56.1 Cllr Masson reported that he has submitted a claim for a grant of £1,200 from Locality to support planning for 2018/19. Funds to pay the Parish Clerk for assistance are not permitted.

56.2 Questionnaires returned will be analysed for further discussion by NPSG.

56.3 The next meeting of NPSG will be on Wednesday 12 September. Future meetings will take place in Heywood & Hawkeridge Village Hall.

56.4 The Clerk was requested to respond to correspondence received from A Watts. It was noted that future requests for information may contain redacted portions.

57. Glebe Land, Heywood: Cllr Griffin reported that residents have continue to maintain the Glebe Land and that a bench has been donated. The contractors who helped with the initial clearance have quoted £40 for future grass-cutting. Activities during the summer have raised in excess of £200: this will be held in the Parish Council's bank until required.

58. Heywood & Hawkeridge Village Hall:

58.1 HHVH will not charge the Parish Council for regular monthly meetings for 1 year. There will be a charge for NPSG meetings.

58.2 The Council resolved to support the installation of a new noticeboard at the Village Hall, costs and use to be shared with the HHVH committee. A grant from Westbury Area Board towards the cost will also be applied for.

59. Correspondence and publications:

59.1 Citizens Advice Bureau – letter requesting a donation: the Clerk to advise that the charity budget for this year has already been allocated.

59.2 Wiltshire Council, Community Led Housing Tuesday 11 September: no further action.

59.3 Information about "Warm and Safe Wiltshire": the Clerk to place a link to further information on the website.

60. Date of next meeting: it was confirmed that the next meeting of the Parish Council will be held at Heywood & Hawkeridge Village Hall at 7:00 pm on Monday 8 October 2018.

61. Matters for future consideration:

61.1 Footpaths and Rights of Way in the Parish: stiles in poor state of repair.

61.2 Quotes for supply of rubbish bin and new noticeboard at the Village Hall.

61.3 HPH/Hawke Ridge Business Park: contact regarding state of footpaths.

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