

SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday 28th February 2023. This meeting was held in the Community Centre.

Present: Mr Terry James, Mrs Pamela Akerman, Mrs Bridget Johnstone, Mr William Lack, Mr Phil Springate, Mr John Williams,

Also Present: Clerk, Mr Jamie Halliday, Cllr Tamara Reay and 2 Parishioners

Agenda Item	Detail	Action
2023/020 Apologies for Absence	Mrs Jackie Hamblin, Mrs Anita Heatley, Mr Martin Wiltshire	
2023/021 Declaration of Lobbying (i) Declaration of changes to the Register of Interests (ii) Declaration of interest in items on the Agenda (iii) Requests for Dispensation	(i)-There were no changes of declarations to the Register of Interests. (ii) - There were no were declarations of interest in items on the agenda (iii)- There were no requests for dispensations.	
2023/022 Local Councillor's Matters	<p>Cllr Reay provided the following updates on local matters:</p> <p>Wiltshire Council Budget The Council's budget for 2023-24 has been approved by Full Council. Budget increases have been kept to a minimum through cost savings rather than using existing reserves.</p> <p>Blue Bin Recycling Cllr Reay explained the problems caused through placing 'thin-film' plastics in this bin that result in significantly increased processing costs for the Council. Items such as cling film, plastic bags and the film used to seal ready meals are a particular problem along with disposable nappies. These items need to be placed in your black bin. Over the next few weeks, collection teams will be placing amber tags on bins that contain inappropriate items such as:</p> <ul style="list-style-type: none"> • Black plastic - plastics are sorted using laser technology that can identify different plastic types. Black plastics are difficult for the equipment to detect so these cannot be separated for recycling from other materials managed at the facility, so are rejected. • Cardboard contaminated with foodstuff e.g. pizza boxes • Film lids from pots, tubs trays and cling film • Plastic bags, e.g., carrier bags, sandwich bags, freezer bags, bin liners, Crisp/sweet packets • Pet food pouches, disposable drinks cups and plastic straws • Compostable plastics (including cups, trays, films, and cartons) • Plastic packaging and polystyrene, plant pots • Rigid plastic e.g. toys, garden furniture • Boxes with plastic windows, please remove the window first • Foil-lined cardboard tubes e.g. Pringles tubes • Scrap metal, dirty cans or tins - please rinse all recyclables first • Clinical / metal products and batteries • Books, Textiles, Shredded paper, Plastic tubes & Coffee pods 	



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	<p>Antisocial Behaviour Unfortunately, this has become persistent in Devizes town centre. The disturbance is being caused by a small group of individuals. Agencies including the Police are engaged to establish the cause and find a solution.</p> <p>School Travel Plan Cllr Reay reported there has been no further engagement with the school.</p>	
2023/023 Minutes of the Previous Meeting	<p>The Minutes of the meeting held on 31st January 2023 were circulated to all councillors.</p> <p>Acceptance of the Minutes of this meeting as an accurate record was proposed by John Williams and seconded by Bridget Johnstone. All remaining councillors present voted in favour.</p> <p>A shortened version of the minutes will be placed in Spotlight.</p>	Clerk
2023/024 Matters Arising Not Already on the Agenda	<p>Damaged Stile in Row Lane The Landowner has agreed to repair the stile.</p> <p>Defibrillator Support Phil Springate and Jamie Halliday agreed to take on the weekly checks of the Defibrillator at the Brewery. The Clerk to arrange a familiarisation session.</p> <p>Mark Wood will continue to check the remaining village defibrillators.</p>	Clerk/ Jamie Halliday/ Phil Springate
2023/025 Items for Discussion from Members of the Parish	None	
2023/026 Local Highways & Footpath Infrastructure Group (LHFIG)	<p>Local Highways & Footpath Infrastructure Group (LHFIG) Although some correspondence has been received from LHFIG regarding the minutes posted following the LHFIG meeting on 17th January 2023, the Clerk to contact LHFIG to see if a meeting can be arranged to agree a way forward.</p> <p>Rusty Lane LHFIG has invoiced the Parish Council for the resurfacing of Rusty Lane.</p> <p>Bradley Lane A report from Wiltshire Council is outstanding. Tamera Reay & the Clerk to follow up with the Rights of Way Team.</p> <p>Broad Lane Tamera Reay & the Clerk to follow up with the Rights of Way Team.</p> <p>Seend Cleeve Sewage Spill Wessex Water agreed to share the results of their investigation scheduled for mid-march with the Parish Council.</p> <p>Speedwatch Two volunteers have completed the necessary training. However, to operate the Speedwatch campaign, five trained volunteers are required.</p> <p>The next LHFIG meeting is 18th April 2023. The Chairman and Clerk to attend.</p>	<p>Clerk</p> <p>Tamera Reay / Clerk</p> <p>Tamera Reay / Clerk</p> <p>Chairman/ Clerk</p>



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Councillor Co-option 2023/027	<p>Councillors agreed to move this item from 'Items of Note' and discuss it separately.</p> <p>The Chairman introduced Mr Jamie Halliday who had expressed an interest in becoming a Councillor. He was questioned about his experience, skills and interests in the village. Phil Springate proposed he become a co-opted Councillor for the Parish Council. This was seconded by William Lack. All Councillors present voted in favour. Jamie Halliday signed the 'Declaration of Acceptance of Office' and confirmed receipt of an electronic copy of the Council's Code of Conduct handbook.</p> <p>The Parish Council now has a complement of nine Councillors and two vacancies. The Clerk will place an advert in the April addition of Spotlight.</p>	Clerk
2023/028 Neighbourhood Plan	Terry James advised that Georgina A'Bear has kindly agreed to respond to the request from 'Melksham Without' to discuss the landscape Buffer between Seend & Bowerhill. He will provide an update to the Parish Council.	Georgina A'Bear / Chairman
2023/029 Planning Matters	PL/2022/09068 - Land adjacent Woodpeckers, Berhills Lane - Erection of two dwellings (resubmission of PL/2021/11736). Councillor Tamara Reay attended the Eastern Area Planning Committee in Devizes and advised the application has now been approved.	
2023/030 Sandridge Solar Community Benefit Payment	The possibility of installing an additional cycle rack adjacent to the East Bound Bus Shelter at Sells Green was discussed.	John Williams
2023/031 Devizes Area Board	The next Area Board meeting is scheduled for 6 th March at the Devizes Bowls Club. Pamela Akerman agreed to attend. The meeting will include a workshop on sustainable transport including updates on the Devizes Gateway rail station, the Local Cycling and Walking Plan, electric car charging and plans for enhanced bus services.	Pam Akerman
2023/032 Items of Correspondence	<p>Best Kept Village Competition CPRE have forwarded the Entry Forms for completion</p> <p>Police Report The latest report has been circulated to councillors covering the Melksham Area. 16 offences were recorded in 'Melksham South' which includes Seend Parish. The Police are maintaining this area as a priority for another month.</p> <p>Councillor Development Bridget Johnstone will be attending the Councillors training course at Calne Town Hall, 12th April. The cost to be covered by the Parish Council</p>	<p>John Williams</p> <p>Bridget Johnstone</p>
2023/033 Parish Steward	<p>The Clerk to request the Parish Steward undertake:</p> <ul style="list-style-type: none"> Reclean the Keep Left Bollard Lanterns either side of the Bell Crossroads on Bollands Hill Speedwatch Sign on A361 western entrance to the village Clear the gullies on Spout Lane to reduce the amount of spring water on the road. 	Clerk

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2023/034 Constitutional Updates	<p>a) Code of Conduct Prior to this meeting Councillors had been sent a new unchanged copy from the previous year.</p> <p>Resolution: William Lack proposed and Pamela Akerman seconded the re-adoption of the Code of Conduct. All councillors present voted in favour.</p> <p>b) Governance and Management Risk Register Prior to this meeting Councillors had been sent an updated copy with the number of Councillors on the Precept Committee reduced from six to five.</p> <p>Resolution: Terry James proposed and John Williams seconded the adoption of the Governance and Management Risk Register. All councillors present voted in favour.</p> <p>c) Asset Register The annual review of the Parish's recorded assets has been undertaken by John Williams with the assistance of the Clerk. An updated version of the Register had been circulated to Councillors for approval at this meeting.</p> <p>Resolution: Phil Springate proposed the updated Asset Register should be adopted. This was seconded by John Williams. All councillors who were present voted in favour.</p> <p>The Clerk to update the council's website.</p>	Clerk																											
2023/035 Subcommittee Membership Review	<p>As a result of Georgina A'Bear's retirement there are a number of vacancies. Councillors agreed to join the following Subcommittees:</p> <ul style="list-style-type: none"> • Planning - Bridget Johnstone, William Lack • Precept – Bridget Johnstone, Jamie Halliday • Neighbourhood Plan – Terry James <p>The Clerk to update the council's records and circulate the new list</p>	Clerk																											
2023/036 Financial Matters	<p>Cheques for Signature</p> <table border="1"> <thead> <tr> <th>CHEQUE PAYEE</th><th>AMOUNT</th><th>REASON</th></tr> </thead> <tbody> <tr> <td>Mr C Stirland</td><td>£679.32</td><td>Clerks Salary</td></tr> <tr> <td>Mrs A Heatley</td><td>£42.00</td><td>Service Contribution</td></tr> <tr> <td>Mr M Wood</td><td>£30.00</td><td>Defibrillator Support - Travel costs</td></tr> <tr> <td>Seend trust Community Centre</td><td>£600.00</td><td>Kings Coronation</td></tr> <tr> <td>Mr J Williams</td><td>£33.56</td><td>Cement for Cycle Racks</td></tr> <tr> <td>Wiltshire Council</td><td>£4000.00</td><td>Rusty Lane Surface Repair</td></tr> <tr> <td>WALC</td><td>£36.00</td><td>Clerk Training</td></tr> <tr> <td>Camelot Media</td><td>£25.00</td><td>Email Domain Renewal (12 months)</td></tr> </tbody> </table> <p>Resolution: William Lack proposed acceptance of the cheques, seconded by Terry James. All Councillors present voted in favour.</p> <p>Bank Reconciliation January 2023, circulated to Councillors was £38,681.09.</p>	CHEQUE PAYEE	AMOUNT	REASON	Mr C Stirland	£679.32	Clerks Salary	Mrs A Heatley	£42.00	Service Contribution	Mr M Wood	£30.00	Defibrillator Support - Travel costs	Seend trust Community Centre	£600.00	Kings Coronation	Mr J Williams	£33.56	Cement for Cycle Racks	Wiltshire Council	£4000.00	Rusty Lane Surface Repair	WALC	£36.00	Clerk Training	Camelot Media	£25.00	Email Domain Renewal (12 months)	
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2023/037 Items for Note	Please see item 2023/027	
2023/038 Date of next meeting	The Chairman thanked everyone for coming & closed the meeting at 8.22pm The next meeting is scheduled for 28th March 2023 at 7pm.	



Anita Heatley (Vice Chair)
Date: 28th March 2023

