

SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday 25th July 2023. This meeting was held in the Community Centre.

Present: Mr Terry James, Mrs Bridget Johnstone Mrs Pamela Akerman, Mr Jamie Halliday Mrs Jackie Hamblin, Mr Phil Springate, Mr John Williams, Mr Martin Wiltshire

Also Present: The Clerk & 3 Parishioners

Agenda Item	Detail	Action
2023/122 Apologies for Absence	Mr William Lack, Mr Paul Manning, Cllr Tamara Reay	
2023/123 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) –Pamela Ackerman declared an interest in Planning Application PL/2023/05376. There were no other declarations of interest in items on the agenda (iii)- There were no requests for dispensation.	
2023/124 Local Councillor's Matters	Cllr Reay provided the following updates on local matters: 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. 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.	



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	The detailed report is at https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=14748 Under the new Wiltshire Local Plan, Seend is classed as a large village and as such may be potentially tasked to provide an additional 23 houses by 2038. Cllr Reay has offered to review/unpick the Plan to which the Parish Council agreed. As Phil Springate is the Neighbourhood Plan Coordinator, he agreed to be the primary contact for this. The Clerk to write to Cllr Reay. 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 in each area. The council has already consulted on the draft county-wide Wiltshire LCWIPs and a Salisbury LCWIP. It was noted the online survey: www.wiltshire.gov.uk/transport-town-cycle-networks did not work if a postcode outside of Devizes was entered meaning cyclists who commute from outside the town cannot currently take part. The Clerk to advise Cllr Reay of the issue.	Phil Springate/ Clerk Clerk
2023/125 Minutes of the Previous Meeting	The Minutes of the meeting held on 27th June 2023 were circulated to all Councillors. Acceptance of the Minutes of this meeting as an accurate record was proposed by John Williams and seconded by Bridget Johnstone. With the exception of Terry James, Jamie Halliday and Martin Wiltshire who were not present at this meeting, all remaining Councillors present voted in favour. A shortened version of these minutes to be placed in Spotlight.	Clerk
2023/126 Matters Arising Not Already on the Agenda	Canal & River Trust (CRT) A large number of live aboard boats have been recorded being moored for more than the maximum 14-day period. The Clerk has requested a visit from the CRT Moorings Officer and is awaiting an update. Dynamic Councillor Training Bridget Johnstone will be attending the next training event on 26th July 2023. Tennis Club It was noted the Tennis Club is a private members only organisation and therefore the Parish Council is unable to make a donation towards the repair of the facilities. However, should the club be able to offer some free open sessions available to the whole community, the Parish Council would review its position.	

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	Damage to Swing Bridge by Giles Wood Phil Springate contacted Sargent Gemma Rutter regarding the damage to the Bridge. This is being treated as a criminal act and the police are investigating.	
2023/127 Items for Discussion from Members of the Parish	None	
2023/128 Local Highways & Footpath Infrastructure Group (LHFIG)	Local Highways & Footpath Infrastructure Group (LHFIG) Bollands Hill The Parish Council was saddened to hear about the fatal accident that occurred on Sunday 9 th July. The Parish Council would like to express its sorrow and sympathy to the families of both parties. The Parish Council understands that the accident is subject to a full investigation by Wiltshire Police, and a Coroner's Inquest. As part of that process, the Police investigators will consider the Highway in the causation factors of the accident. If they identify any issues, they will include them as part of their submission to the coroner who in turn may raise it with Wiltshire Council as the Highway Authority. The Bell Crossroads LHFIG are scheduling the immanent deployment of additional infrastructure. The Stocks Advanced Direction Signage (ADS) New signage has been deployed at The Stocks. Bradley Lane & Rusty Lane Cllr Reay has identified a new contact point for the Parish Council and the Clerk has forwarded the Parish Council's request for the upgrade works. The next LHFIG meeting is confirmed as being Wednesday 18 th October 2023. The Chairman to attend.	
2023/129 Speedwatch	Speedwatch A best practice guide for the deployment of Speed Indicator Devices (SID's) had been circulated to Parish Councillors. John Williams advised three additional volunteers have joined Speedwatch and he is in the process of arranging their training. The Risk assessment identifying potential locations for Speedwatch has been submitted to Wiltshire Police for approval.	John Williams
2023/130 Neighbourhood Plan	None	
2023/131 Planning Matters	Planning Matters PL/2023/05155 – 5 The Lye, Seend - Maple - Reduce by 3 metres Resolution: Terry James proposed this application be approved. This was seconded by Jackie Hamblin. All remaining Councillors present voted in favour. PL/2023/05376 - Barn at Curnick Lane, Sells Green, Seend - Demolition of one building (which has an approved residential use) and replacement with one purpose built residential dwelling (resubmission of PL/2023/02712)	Clerk

Agenda Item	Detail	Action
	Resolution: Jamie Halliday proposed the Parish Council provide a comment supporting the points raised by Wiltshire Rights of Way and a reference to the previous comment submitted by the Parish Council. This was seconded by Phil Springate. With the exception of Pam Akerman who had previously declared an interest in this application, all remaining Councillors present voted in favour. PL/2023/05824 - 7 Dial Close, Seend - T1 Birch, Crown Reduction 3/4m Due to proximity to building and shading. T2 Cherry deadwood and reshape due to unbalanced crown after limb failure. Resolution: Bridget Johnstone proposed this application be approved. This was seconded by John Williams. All remaining Councillors present voted in favour. PL/2023/03778 - Ferrum House, Pelch Lane, Seend Cleeve, Seend - Change of use of land from agricultural to domestic, with Installation of 40 panel ground mounted solar panel system, using GSE mounting kit, within land to south of main house. Due to an earlier closing date for this application, the Parish Council had reviewed this application prior to this meeting and agreed it had no objections. For the record, Terry James proposed this application be approved. This was seconded by John Williams All remaining Councillors present voted in favour.	Clerk Clerk Clerk
2023/132 Asset of Community Nomination	Asset of Community Nomination ACV/2023/0016 – Area of Grassland Near Bollands Hill Seend Steve Vaux joined the meeting and answered questions regarding pedestrian access. In the event the land became a community asset, public access to the woodland would be possible. However, it is understood the land has been purchased by a third party. The land will still be listed on Land Registry as a potential Community Asset.	
2023/133 Sandridge Solar Benefit Payment	John Williams and the Clerk to agree a date to install the cycle racks at the Three Magpies	John Williams / Clerk
2023/134 Devizes Area Board	Jamie Halliday gave an update of the last meeting 19th June 2023 Key Points noted: • A new Chairman and Vice Chair have been appointed • Very good and interesting feedback received on the results of the previous grants provided by the Area Board. • Wiltshire Police are continuing their work in Devizes to address anti-social behaviour The next Area Board is 6.30pm 11th September 2023.	Pamela Akerman / Jamie Halliday
2023/135 Items of Correspondence	Openreach The Parish Council received a request from Openreach for the Parish Council to encourage parishioners to sign-up for their network campaign to obtain government funding to upgrade their existing network has been received. Openreach is contacting residents directly and requesting they submit their Government Gigabit Vouchers in support of Openreach.	

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	As the Parish already has a full fibre network deployed by GigaClear, the Parish Council decided to remain neutral as it is up to individual residents to choose the service that best fits their requirements. The Clerk to reply to Openreach Parish Emergency Assistance Scheme (PEAS) Martin Wiltshire agreed to collect 20 Bags of Salt from Chippenham 6th October 8 – 2pm The Clerk to complete a Salt Bin Audit and forward result to the PEAS administrator.	Clerk Martin Wiltshire Clerk
2023/136 Parish Steward	As a result of the termination of the Roundway contract with Wiltshire Council the Parish has a new Parish Steward (Kevin Jamin). He will be working in the Parish two days/month. Clerk to request the Parish Steward undertake the following work • Clear Weeds around the railings by the Oak tree at the end of School Road / Junction with A361 High Street • Clear remaining leaves/litter and remove weeds from the Bus Shelter at Sells Green • Dial Close – General weed clearing/spaying along kerb edges	Clerk
2023/137 Councillor Vacancies	The Parish Council has one vacancy.	
2023/138 Saltford Community Association	Phil Springate provided an overview of the Community Association Model If village organisations do not have volunteers to manage and administer an organisation they could consider outsourcing their individual admin/management roles to a single village organisation (Community Association) that manages multiple village organisations under one roof. The Association has the ability to manage and administer an organisation's activities such as meeting/bookings/events/facilities management meaning that an organisation requires less volunteers. Using Saltford (Nr Keynsham) as an example, the Community Association employs two office staff (Secretary & Treasurer) and one Hall Manager. All other roles are volunteers. Between them they manage the affairs of multiple organisations. For further information click: https://saltfordhall.co.uk	
2023/139 Privacy Policy and Information & Data Protection Policy	The Privacy Policy and Information & Data Protection Policy paper had been circulated to Councillors for Re-adoption. Resolution: John Williams proposed the Parish Council re-adopt both policies. This was seconded by Martin Wiltshire. All remaining Councillors present voted in favour.	Clerk

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2023/140 Financial Matters	a) Seend Flower Cup A request was made for a replacement Parish Council Flower Show Cup. <u>Resolution:</u> Phill Springate proposed we purchase a new cup, seconded by Bridget Johnstone. With the exception of Jackie & John Williams who are members of the Flower Club all councillors voted in favour. b) Cheques for Signature <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>£693.59</td><td>Clerks Salary</td></tr> <tr> <td>Calne Town Council</td><td>£60.00</td><td>Dynamic Councillor Training Course</td></tr> <tr> <td>Camelot Media Ltd</td><td>£25.00</td><td>Reinstate P Manning Mailbox</td></tr> <tr> <td>water2business Ltd</td><td>£74.50</td><td>A llotment Water Bill - (Feb -July)</td></tr> <tr> <td>Seend Trust & Community Centre</td><td>£72.00</td><td>Room Hire April & May</td></tr> <tr> <td>Mr C Stirland</td><td>£120.99</td><td>Seend Flower Show Trophy</td></tr> <tr> <td>Seend Trust & Community Centre</td><td>£27.00</td><td>Room Hire June</td></tr> <tr> <td>Johnson Arborist Ltd</td><td>£100.00</td><td>Tree Works</td></tr> </tbody> </table> Resolution: Martin Wiltshire proposed acceptance of the cheques, seconded by John Williams. All Councillors present voted in favour. c) Bank Reconciliation at end of June 2023, circulated to Councillors was £39,259.45 d) Formal sign-off of Q1 accounts (April – June) Jamie Halliday formally signed off the accounts for Q1	Cheque Payee	Amount	Reason	Mr C Stirland	£693.59	Clerks Salary	Calne Town Council	£60.00	Dynamic Councillor Training Course	Camelot Media Ltd	£25.00	Reinstate P Manning Mailbox	water2business Ltd	£74.50	A llotment Water Bill - (Feb -July)	Seend Trust & Community Centre	£72.00	Room Hire April & May	Mr C Stirland	£120.99	Seend Flower Show Trophy	Seend Trust & Community Centre	£27.00	Room Hire June	Johnson Arborist Ltd	£100.00	Tree Works	
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2023/141 Items for Note	Hook Close John Williams advised the air leakage test of the first phase of the new houses had been successful. The test achieved 0.12 which is above the minimum requirement of 0.38. Hedges & Verges Martin Wiltshire noted the following: - Grass opposite end of Spout Lane Verge is compromising road sight lines. - Verge overgrowth requires cutting back along Row Lane - Hedge / Verge overgrowth from Canal Bridge up Bollands Hill on Left Hand Side needs cutting. Sustainable Bike Scheme Bridget Johnstone requested the possibility of providing Sustainable Bikes in Seend Parish be an agenda item for the next Parish Council meeting. Public Right of Way Jamie Halliday reiterated the need for footpath & bridleway users not to deviate from official routes.	 Phil Springate Clerk Clerk																											

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	October Parish Council Meeting The Chairman and Clerk will be unable to attend this meeting													
2023/142 Date of next meeting	The Chairman thanked everyone for coming & closed the meeting at 8.40pm. The next Parish Council meetings are: <table><tr><th>Meeting</th><th>Date</th><th>Time</th><th>Venue</th></tr><tr><td>Parish Council Meeting</td><td>Tuesday 29th Aug</td><td>7.00pm</td><td>Community Centre</td></tr><tr><td>Parish Council Meeting</td><td>Tuesday 26th Sept</td><td>7.00pm</td><td>Community Centre</td></tr></table>	Meeting	Date	Time	Venue	Parish Council Meeting	Tuesday 29 th Aug	7.00pm	Community Centre	Parish Council Meeting	Tuesday 26 th Sept	7.00pm	Community Centre	
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Terry James (Chairman)
Date: 26th August 2023



