

SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday 30th May 2023. This meeting was held in the Community Centre.

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

Also Present: Cllr Tamara Reay, Paul Manning, Clerk, and 3 Parishioners

Agenda Item	Detail	Action
2023/085 Apologies for Absence	Mr Phil Springate	
2023/086 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 declarations of interest in items on the agenda (iii)- There were no requests for dispensations.	
2023/087 Local Councillor's Matters	<p>Cllr Reay provided the following updates on local matters:</p> <p>Changes to Kerbside recycling service from 5 June</p> <p>From Monday 5 June, Wiltshire Council will be able to collect small rechargeable electrical items as part of our fortnightly recycling service. These items include:</p> <ul style="list-style-type: none"> • MP3 players • Electric toothbrushes • Shavers/trimmers • All vapes and e-cigarettes • Smart watches • Mobile phones • Digital cameras • Charging devices/power banks • Wireless earphones <p>All you need to do is to place these items in a carrier bag next to your blue-lidded bin on your next collection date from Monday 5 June onwards. Please don't put any of these items in the bin.</p> <p>The collection has been made possible by making two changes to the materials collected via the kerbside collection service from the same date (5 June). Textiles and shredded paper will no longer be collected for recycling via the kerbside scheme.</p>	



Agenda Item	Detail	Action
2023/088 Minutes of the Previous Meeting	<p>The Minutes of the meeting held on 25th April 2023 were circulated to all Councillors.</p> <p>Acceptance of the Minutes of this meeting as an accurate record was proposed by Bridget Johnstone and seconded by Pamela Akerman. With the exception of Jamie Halliday who was not present at this meeting, all remaining Councillors present voted in favour.</p> <p>The Minutes of the Annual Parish Council meeting held on 16th May 2023 were circulated to all Councillors.</p> <p>Acceptance of the Minutes of this meeting as an accurate record was proposed by Martin Wiltshire and seconded by Jamie Halliday. All remaining Councillors present voted in favour.</p> <p>A shortened version of the May Parish Council minutes to be placed in Spotlight.</p>	Clerk
2023/089 Councillor Co-option	<p>The Chairman introduced Mr Paul Manning who had expressed an interest in becoming a Councillor. As he had been previously questioned about his experience, skills and interests in the village and held the office of Parish Councillor, Martin Wiltshire proposed he become a co-opted Councillor for the Parish Council. This was seconded by Pamela Akerman and all Councillors present voted in favour. Paul Manning 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 ten Councillors and one vacancy. The Clerk will place an advert in the June addition of Spotlight.</p> <p>Paul Manning to complete Councillors Declaration of Interest</p> <p>The Clerk to set-up a new Councillor mailbox for Paul Manning</p>	<p>Clerk</p> <p>Paul Manning Clerk</p>
2023/090 Matters Arising Not Already on the Agenda	<p>Blossom Hill</p> <p>Enforcement have acknowledged the Council's concerns and visited the location. Enforcement have committed to ongoing monitoring of the work being undertaken by the owners.</p>	
2023/091 Local Highways & Footpath Infrastructure Group (LHFIG)	<p>Local Highways & Footpath Infrastructure Group (LHFIG)</p> <p>Seend Cleeve Northern Extension of 30mph speed limit</p> <p>The extension of the existing 30mph speed limit needs to be implemented before new residents arrive. Cllr Tamera Reay, advised she is liaising with the Head of Wiltshire Highways to expedite this requirement.</p> <p>Bollands Hill</p> <p>Concern was raised regarding the road width below the junction with Pelch Lane. LHFIG stated the minimum width for central white lines to be applied was 5.5m. The actual road width at this location is 4.8m. The Clerk to advise LHFIG of the Council's findings and request this is included as an Agenda item at the next LHFIG meeting.</p> <p>Much of the HGV traffic using Bollands Hill also passes through Worton. The Clerk & Councillor Reay attended Worton's Annual Parish Council Meeting and</p>	<p>Cllr Reay</p> <p>Clerk</p>

Agenda Item	Detail	Action
	<p>were introduced to Mr Richard Slack who is Worton's LHFIF point of contact. It is hoped the two councils can work together to alleviate some of the issues that exist along this route.</p> <p>The Stocks Advanced Direction Signage (ADS) LHFIF are scheduling the deployment of additional signage. Although a firm date has not been forthcoming, the Parish Council believes the deployment will be completed within the next two months.</p> <p>A parishioner has advised Wiltshire Police has stated the road is too fast and suggested the possibility of deploying additional speed signs. ("Wiltshire Police – Kill Your Speed"). The Clerk to request evidence of the police response so that it can be followed up.</p> <p>Broad Lane The Clerk reported the potholes on MyWilts App and tasked the Parish Steward to visit the Lane to fill some of the smaller potholes and report any that are beyond the capability of the Parish Steward.</p> <p>Bradley Lane & Rusty Lane The Clerk advised Wiltshire Council Rights of Way and Countryside Team that their quote to upgrade the surface of Bradley Lane was acceptable and details of the landowners had been provided. It was also proposed that the completion of the surface upgrade to the canal (~130m) could be undertaken at the same time. Cllr Reay to contact Wiltshire Council Rights of Way and Countryside Team and identify the new contact point for the Parish Council.</p> <p>Roadside Parking adjacent the Barge Bridge & Spout Lane Bridge CRT has displayed 'No Parking' Signs in an attempt to reduce parking by the entrance to the canal at the Barge Bridge.</p> <p>Wiltshire Highways reported the area adjacent to Spout Lane Bridge has been inspected and the edge markings will be refreshed. The work will be programmed when the lining gangs are in the area.</p> <p>The next LHFIF meeting is 4th July 2023. The Chairman and Clerk to attend.</p>	<p>Clerk</p> <p>Cllr Reay</p> <p>Chairman / Clerk</p>
<p>2023/092 Items for Discussion from Members of the Parish</p>	<p>Seend Tennis Club The secretary of the Tennis club gave a presentation about the club's need to raise funds to replace the existing court surface, repair the fence and potentially install floodlighting. The club has ~60 paid members who live in Seend and surrounding villages. The club has been working with the school and Lawn Tennis Association to provide summer holiday coaching.</p> <p>The Parish Council to consider what financial support could be provided to the club.</p> <p>Bridget Johnstone advised external funding could be available and will check with her contacts on the Councillor Development programme. In addition, it was suggested that Devizes Area Board may be able to assist. Pamela Akerman and Jamie Halliday to seek confirmation at the next Area Board meeting.</p>	<p>All</p> <p>Bridget Johnstone/ Pamela Akerman/ Jamie Halliday</p>



Agenda Item	Detail	Action
2023/093 Neighbourhood Plan	Nothing to report	
2023/094 Planning Matters	<p>PL/2023/02912 - The Old Stables, High Street, Seend - Rebuild collapsed southern boundary wall between Old Stables and Holy Cross Church.</p> <p>Resolution: Jackie Hamblin proposed this application be approved. This was seconded by Martin Wiltshire. All remaining Councillors present voted in favour.</p> <p>PL/2023/03647 - Dial Close, Electricity Sub Station, Seend - Rowen Tree, Fell to ground level due to large amount of deadwood and strimmer damage to base.</p> <p>Resolution: Jackie Hamblin proposed this application be approved with a Condition that a new tree is planted within the vicinity. This was seconded by Bridget Johnstone. All remaining Councillors present voted in favour.</p> <p>PL/2023/00020 - Manor Field, High Street, Seend - Construction of new detached garage and detached carport. Retrospective permission for alterations to the height of the existing orangery.</p> <p>Resolution: John Williams proposed this application be approved. This was seconded by Jamie Halliday. All remaining Councillors present voted in favour.</p> <p>PL/2023/03911 – Cleeve House Trowbridge Road, Seend - T1 Mature Oak - Deadwood Crown and reduce Western Limbs over hanging house by 3-4m(to suitable pruning points) to provide sufficient clearance to property.</p> <p>Resolution: Terry James proposed this application be approved. This was seconded by John Williams. All remaining Councillors present voted in favour</p> <p>PL/2023/03779 – Little Thornham Farm, Trowbridge Road, Seend - Proposed Two Glamping Pods</p> <p>Resolution: Terry James proposed this application be approved. This was seconded by Bridget Johnstone. All remaining Councillors present voted in favour.</p> <p>PL/2023/03778 - Ferrum House, Pelch Lane, Seend Cleeve, Seend, Melksham, SN12 6PZ Proposed Installation of 40 panel ground mounted solar panel system, using GSE mounting kit, within land to south of main house</p> <p>Resolution: Paul Manning proposed this application be approved. This was seconded by Martin Wiltshire. All remaining Councillors present voted in favour.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
2023/095 Sandridge Solar Community Benefit Payment	John Williams and the Clerk to agree a date to install the cycle racks at the Three Magpies	John Williams / Clerk
2023/096 Devizes Area Board	The next Devizes Area Board meeting will take place on 19 th June 2023	Pamela Akerman / Jamie Halliday



Agenda Item	Detail	Action																											
2023/097 Items of Correspondence	<p>Community Emergency Contacts The Clerk had previously circulated details of the request for Wiltshire Council to hold contact details of key individuals within the community who could be used as additional contact points within the community. The Parish Council felt the emergency services in conjunction with Wiltshire council were better placed to manage a major emergency and requested further information about how the plan would operate. The Clerk to write to Wiltshire Council.</p> <p>Canal & River Trust (CRT) Dog Waste Bin Removal The Parish Council was disappointed to learn of the proposal to remove the Dog Waste Bins from the Canal. The Clerk to write to the CRT</p>	<p>Clerk</p> <p>Clerk</p>																											
2023/098 Parish Steward	<p>The Clerk to request the Parish Steward undertake:</p> <p>Cutting back of the overgrowth along the pavement on A361 between Seend Cleeve and the Bell Crossroads particularly from the turning to Seend Cleeve to "Inglenook " towards the crossroads.</p> <p>Clearing the leaves and rubbish from the Sells Green Bus Shelter</p> <p>Cutting the grass on the island at the junction of Pelch Lane and Bollands Hill</p>	Clerk																											
2023/101 Councillor Vacancies	The Parish Council has one vacancy.																												
2023/102	<p>Donation Payments</p> <p>Although the following donation payments were agreed at the Precept meeting 15/11/22 and subsequently ratified at the Parish Council Meeting 29/11/22, justification for each donation is given below. It was also noted that Seend Link had requested that their annual donation be reduced to £150 as they currently have sufficient reserves to fund the service.</p> <table border="1"> <thead> <tr> <th>Donation</th><th>Amount</th><th>Justification</th></tr> </thead> <tbody> <tr> <td>Seend Parochial Church Council</td><td>£450.00</td><td>Support for Parish Magazine</td></tr> <tr> <td>Seend Parochial Church Council</td><td>£200.00</td><td>Church Restoration</td></tr> <tr> <td>Seend Parochial Church Council</td><td>£300.00</td><td>Churchyard Maintenance</td></tr> <tr> <td>Age UK</td><td>£60.00</td><td>Charity Support</td></tr> <tr> <td>Seend Community Bus</td><td>£500.00</td><td>Maintain Community Service</td></tr> <tr> <td>Seend Link</td><td>£150.00</td><td>Maintain Community Service</td></tr> <tr> <td>BRAG</td><td>£50.00</td><td>Maintain - Bowerhill Picnic Site</td></tr> <tr> <td>Citizens Advice</td><td>£50.00</td><td>Charity Support</td></tr> </tbody> </table>	Donation	Amount	Justification	Seend Parochial Church Council	£450.00	Support for Parish Magazine	Seend Parochial Church Council	£200.00	Church Restoration	Seend Parochial Church Council	£300.00	Churchyard Maintenance	Age UK	£60.00	Charity Support	Seend Community Bus	£500.00	Maintain Community Service	Seend Link	£150.00	Maintain Community Service	BRAG	£50.00	Maintain - Bowerhill Picnic Site	Citizens Advice	£50.00	Charity Support	
Donation	Amount	Justification																											
Seend Parochial Church Council	£450.00	Support for Parish Magazine																											
Seend Parochial Church Council	£200.00	Church Restoration																											
Seend Parochial Church Council	£300.00	Churchyard Maintenance																											
Age UK	£60.00	Charity Support																											
Seend Community Bus	£500.00	Maintain Community Service																											
Seend Link	£150.00	Maintain Community Service																											
BRAG	£50.00	Maintain - Bowerhill Picnic Site																											
Citizens Advice	£50.00	Charity Support																											

Agenda Item	Detail	Action																																																									
2023/102 Financial Matters	<p>a) Income The following Income has been received. 09/05/23 – Lloyds Bank Interest £17.56 10/05/23 – HMRC VAT Refund - £337.61 18/05/23 – Wiltshire Council CIL - £1,878.67 (PL/2022/07454)</p> <p>b) 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>£693.59</td><td>Clerks Salary</td></tr> <tr> <td>Mr C Stirland</td><td>£53.00</td><td>Vice Chairman Service Contribution</td></tr> <tr> <td>Mr C Stirland</td><td>£77.99</td><td>Replacement Defibrillator Pad</td></tr> <tr> <td>Seend Lye Recreation Field</td><td>£20.00</td><td>APCM & APM Room Hire</td></tr> <tr> <td>Gallagher</td><td>£550.88</td><td>Insurance Renewal</td></tr> <tr> <td>Mr C Stirland</td><td>£59.90</td><td>Replacement Toner Cartridge</td></tr> <tr> <td>Seend Parochial Church Council</td><td>£450.00</td><td>Donation - Spotlight</td></tr> <tr> <td>Seend Parochial Church Council</td><td>£200.00</td><td>Donation - Church Restoration</td></tr> <tr> <td>Seend Parochial Church Council</td><td>£300.00</td><td>Donation - Churchyard</td></tr> <tr> <td>Age UK</td><td>£60.00</td><td>Donation</td></tr> <tr> <td>Seend Community Bus</td><td>£500.00</td><td>Donation</td></tr> <tr> <td>Seend Link</td><td>£150.00</td><td>Donation</td></tr> <tr> <td>BRAG</td><td>£50.00</td><td>Donation - Bowerhill Picnic Site (BRAG)</td></tr> <tr> <td>Citizens Advice</td><td>£50.00</td><td>Donation</td></tr> <tr> <td>WALC</td><td>£455.63</td><td>Membership Renewal</td></tr> <tr> <td>Auditing Solutions Ltd</td><td>£360.00</td><td>Internal Audit - 2023</td></tr> <tr> <td>Georgina A'Bear</td><td>£24.20</td><td>APCM & APM Refreshments</td></tr> <tr> <td>Information Commissioner</td><td>£40.00</td><td>ICO Data Registration Renewal</td></tr> </tbody> </table> <p>Resolution: William Lack proposed acceptance of the cheques, seconded by Jackie Hamblin. All Councillors present voted in favour.</p> <p>c) Bank Reconciliation at end of April 2023, circulated to Councillors was £42,187.44</p> <p>d) Bath Building Society Interest Rates The Society will increase its interest rate from 1.85% to 2.05% effective 1st June 2023</p>	Cheque Payee	Amount	Reason	Mr C Stirland	£693.59	Clerks Salary	Mr C Stirland	£53.00	Vice Chairman Service Contribution	Mr C Stirland	£77.99	Replacement Defibrillator Pad	Seend Lye Recreation Field	£20.00	APCM & APM Room Hire	Gallagher	£550.88	Insurance Renewal	Mr C Stirland	£59.90	Replacement Toner Cartridge	Seend Parochial Church Council	£450.00	Donation - Spotlight	Seend Parochial Church Council	£200.00	Donation - Church Restoration	Seend Parochial Church Council	£300.00	Donation - Churchyard	Age UK	£60.00	Donation	Seend Community Bus	£500.00	Donation	Seend Link	£150.00	Donation	BRAG	£50.00	Donation - Bowerhill Picnic Site (BRAG)	Citizens Advice	£50.00	Donation	WALC	£455.63	Membership Renewal	Auditing Solutions Ltd	£360.00	Internal Audit - 2023	Georgina A'Bear	£24.20	APCM & APM Refreshments	Information Commissioner	£40.00	ICO Data Registration Renewal	
Cheque Payee	Amount	Reason																																																									
Mr C Stirland	£693.59	Clerks Salary																																																									
Mr C Stirland	£53.00	Vice Chairman Service Contribution																																																									
Mr C Stirland	£77.99	Replacement Defibrillator Pad																																																									
Seend Lye Recreation Field	£20.00	APCM & APM Room Hire																																																									
Gallagher	£550.88	Insurance Renewal																																																									
Mr C Stirland	£59.90	Replacement Toner Cartridge																																																									
Seend Parochial Church Council	£450.00	Donation - Spotlight																																																									
Seend Parochial Church Council	£200.00	Donation - Church Restoration																																																									
Seend Parochial Church Council	£300.00	Donation - Churchyard																																																									
Age UK	£60.00	Donation																																																									
Seend Community Bus	£500.00	Donation																																																									
Seend Link	£150.00	Donation																																																									
BRAG	£50.00	Donation - Bowerhill Picnic Site (BRAG)																																																									
Citizens Advice	£50.00	Donation																																																									
WALC	£455.63	Membership Renewal																																																									
Auditing Solutions Ltd	£360.00	Internal Audit - 2023																																																									
Georgina A'Bear	£24.20	APCM & APM Refreshments																																																									
Information Commissioner	£40.00	ICO Data Registration Renewal																																																									
2023/103 Items for Note	<p>Live streaming of Parish Council meetings It was agreed that this could be used to facilitate additional coverage of meetings that have significant community impact. (e.g. Melksham Bypass)</p> <p>30mph Wheelie Bin Stickers Councillors approved the suggestion to purchase wheelie bin stickers for deployment around the Parish. The Clerk to purchase 100 "30 Please Drive Carefully" stickers.</p>	Clerk																																																									



Agenda Item	Detail	Action												
2023/104 Date of next meeting	<p>The Chairman thanked everyone for coming & closed the meeting at 9.37pm</p> <p>The next Parish Council meetings are</p> <table><tr><th>Meeting</th><th>Date</th><th>Time</th><th>Venue</th></tr><tr><td>Parish Council Meeting</td><td>Tuesday 27th June</td><td>7.00pm</td><td>Community Centre</td></tr><tr><td>Parish Council Meeting</td><td>Tuesday 25th July</td><td>7.00pm</td><td>Community Centre</td></tr></table>	Meeting	Date	Time	Venue	Parish Council Meeting	Tuesday 27 th June	7.00pm	Community Centre	Parish Council Meeting	Tuesday 25 th July	7.00pm	Community Centre	
Meeting	Date	Time	Venue											
Parish Council Meeting	Tuesday 27 th June	7.00pm	Community Centre											
Parish Council Meeting	Tuesday 25 th July	7.00pm	Community Centre											



Bridget Johnstone (Vice Chair)
Date: 27th June 2023

