

SEEND PARISH COUNCIL

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

Present: Mr Terry James (Chairman), Mrs Bridget Johnstone, Mr Jamie Halliday, Mr Paul Manning, Mrs Debbie Savage, Mr Phil Springate, Mr John Williams

Also Present: Cllr Tamara Reay, 2 parishioners and the Clerk

Agenda Item	Detail	Action
2024/001 Apologies for Absence	Mrs Pamela Akerman, Mrs Jackie Hamblin, Mr William Lack, Mr Martin Wiltshire	
2024/002 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 apart from Bridget Johnstone who declared a purchase of 56 Sells Green and has updated the Register. (ii) – There were no other declarations of interest in items on the agenda. (iii)- There were no requests for dispensation.	
2024/003 Local Councillor's Matters	Cllr Reay provided the following updates on local matters: Bell Crossroads / Bollands Hill Cllr Tamara Reay attended a meeting with Wiltshire Highways and the Parish Council to review traffic management at these locations on Tuesday 5th December. There was an agreed list of actions including: • A public statement from Wiltshire Highways • Formal confirmation that the locations discussed exceed the intervention level required for approval of a Local Safety Scheme. • A decision as to whether LHFIFG will continue to lead this work Wiltshire Highways published a statement on 30th January 2024 confirming that site selection for 2024/25 Cluster Site List had commenced with the Bell Crossroads included on the basis of the criteria. However, Highways need to complete the analysis to determine how it ranks within the overall countywide list of sites. If this location is prioritised for actions through the Council's Local Safety Scheme Programme, it will be instigated separately to the LHFIFG. Highways advised further measures may be implemented in the short term, including refurbishment of the junction's road markings. An accident at the Bell Crossroads on 21st January between a bus from Trowbridge and car travelling from Worton was also discussed and Cllr Reay stated she would continue to press for intervention by Wiltshire Highways. Bollands Hill Road Closure The road will be closed on 7th February just north of the Pelch Lane junction to the Canal Bridge for surface repairs.	

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	Flooding There has been one report of a property in Seend Cleeve that was under threat of flooding but thanks to support from neighbours a disaster was avoided. There are several different types of financial support for flooding, depending on the damage and the type of property affected, including: - Flooded households can apply for up to £500 (through the DLUHC-administrated Community Recovery Grant). - Households and businesses significantly affected by recent flooding will be eligible for 100% council tax and business rates relief for at least three months (Scheme administrated by DLUHC). - Eligible flood-hit property owners can apply for up to £5,000 to help make their homes & businesses more resilient to future flooding via the Property Flood Resilience Repair Grant Scheme. - Farmers who have suffered uninsurable damage to their land caused by exceptional flooding will be able to apply for grants of up to £25,000 through the Defra Farming Recovery Fund. 2024/25 budget proposals published Wiltshire Council's proposed budget for 2024/25 is £486m, with more than half being spent on adult and children's social care services. Wiltshire Council has also allocated an extra £10m over the next two years towards filling potholes and a road resurfacing programme. The budget also proposes an additional £1m investment for extra gully cleaning work and reactive pothole filling. Parking adjacent the Barge Bridge It was noted there has been an increase in the number of vehicles parking adjacent to the bridge potentially making it dangerous for road users. The Parish Council to seek advice from Wiltshire Highways regarding some form of parking restriction within the immediate vicinity of the bridge.	Clerk
2024/004 Minutes of the Previous Meeting	The Minutes of the meeting held on 28th November 2023 were circulated to all Councillors. Acceptance of the Minutes of this meeting as an accurate record was proposed by Paul Manning and seconded by Jamie Halliday. Except for Terry James who was not present at this meeting, all remaining Councillors present voted in favour. A shortened version of these minutes to be placed in Spotlight.	Clerk
2024/005 Matters Arising Not Already on the Agenda	Gigaclear The Parish Council wrote to Gigaclear expressing its disappointment that the fibre infrastructure deployment is being terminated. In their reply, Gigaclear stated Seend could fall into the scope of a new gigabit broadband roll out in Wiltshire under Project Gigabit, the government's flagship £5 billion programme. Gigaclear will contact the parish if Seend is to be included in this programme.	
2024/006 Items for Discussion from Members of the Parish	Spout Lane Parking A resident of Spout Lane explained the current parking situation. As a result of restrictions to parking at Seend Cleeve, Spout Lane saw an increase in vehicle	

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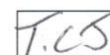
Agenda Item	Detail	Action
	parking. It was noted that company vehicles are parked in the lane overnight which have been linked to those living on canal boats. It was also noted there are occasional van-dwellers now parking in the locality. The net result is that local residents have effectively lost their parking facilities. Cllr Reay advised the Parish Council to contact the Head of Parking Operations at Wiltshire Council and forward her a copy of the latest correspondence with the Canal & River Trust (CRT)	Clerk
2024/007 Local Highways & Footpath Infrastructure Group (LHFIG)	Local Highways & Footpath Infrastructure Group (LHFIG) The Bell Crossroads / Bollands Hill LHFIG's advised their annual budget is ~ £32k pa, hence they have neither the finance or resource to undertake the work required for Bell Crossroads / Bollands Hill. LHFIG stated the project will need to be managed by Wiltshire Highways and have taken an action to transition this project away from LHFIG. The Parish Council is proposing a logical approach that creates a roadmap with incremental steps with the following objectives: • The Bell crossroads junction is made more visible to drivers approaching from either Bell Hill and Bollands Hill • Traffic on Bell Hill and Bollands Hill is calmed to reduce vehicle speeds and minimise the risk of a junction overshoot • Associated measures to reduce the volume of HGV's on Bollands Hill • Traffic calming around the Bollands Hill Canal bridge to protect the increased volume of horse riders and pedestrians crossing in this area Electronic signage A361 High Street The reliability of the electronic signage of on-coming vehicles has been raised with LHFIG along with a request to consider either a repair or replacement. Bradley Lane & Rusty Lane The Rights of Way team acknowledged the Parish Council's request to progress these works and the project is being allocated to one of their team members. It is hoped a meeting to commence the project will take place in the spring. The Clerk to continue to press for engagement and include Cllr Reay in the latest correspondence. The next LHFIG meeting is 16th April. The Chairman & Clerk to attend.	Clerk Chairman / Clerk
2024/008 Speedwatch	Speed Watch The Community Speedwatch team has been out 2-3 times a week and the team has noticed a general reduction in vehicle speeds. The Team would like to purchase a Speed Indicator Device (SID). Debbie Savage agreed to identify suitable models and prices.	Debbie Savage
2024/009 Neighbourhood Plan / Local Plan	Neighbourhood Plan Phil Springate and Jamie Halliday to meet with Georgina A'Bear and agree/understand the Neighbourhood Plan review process. Wiltshire's Local Plan Nothing to report	Phil Springate / Jamie Halliday

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2024/010 Planning Matters	Planning Matters As there was no Parish Council Meeting in December the following applications were reviewed remotely: • PL/2023/10429 - Highways Verge, School Rd, Seend - Works to Trees in a Conservation Area - Oak tree - crown lift to 5.2m over road; prune away from BT pole, power line and streetlight to give 1m clearance and remove deadwood – No objection • PL/2023/10167 - Brow Cottage, Seend Hill - Works to Trees in a Conservation Area T1 Horse Chestnut - Fell to Low stump. Tree is near Overhead Power lines, Recent failure resulting in a power cut for surrounding house. Tree shows signs of historic failure and poor pruning. - No objection subject to a Condition that a new tree is planted • PL/2023/10383 – Squirrels, School Road - Works to trees in a conservation area - T1- Oak tree - 25% - 30% thin of crown Crown lift tips of branches to 12ft Reduce two limbs back from Bungalow between 2m – 3m - No objection • PL/2023/06399 & PL/2023/06532 - Little Thornham Farm, - Convert redundant farm stone barns into holiday lets. Insertion of 1 new window, 1 new internal door opening and 4 conservation style rooflights into fabric. Rebuild chimney. Replace windows. New stud partitions to first floors – Closing Date 20/12/2023 No objection provided there is a Condition the barns remain ancillary to the farm. • PL/2023/10602 - Newlands, 3 Seend Cleeve, - Householder planning permission - Rear first floor sun canopy extension & two front porch extensions for two front doors. – Closing date 16th Jan – No Objection The following Planning Application were reviewed at this meeting: PL/2024/00305 - 44, Seend Cleeve - Detached Garage with Workshop Resolution: Terry James proposed this application has no objection. This was seconded by Jamie Halliday. All remaining Councillors present voted in favour. PL/2024/00141 - The Barge Inn - Stable for shires horses and storage of associated equipment, drays and sign shop Resolution: Paul Manning proposed this application has no objection to either of the options proposed. This was seconded by Jamie Halliday. All remaining Councillors present voted in favour.	Clerk Clerk
2024/011 Sandridge Solar Benefit Payment	The village Defibrillators have been added to the national defibrillator website (Defib-Finder) https://www.defibfinder.uk/ and a new page has been created on the Parish Council's website detailing the location of the 3 Parish defibrillators. The Community Centre Defibrillator was deployed on January 15 th .	
2024/012 Devizes Area Board	The next Area Board Meeting will take place on 26 th February 2024 and will be run in conjunction with Wiltshire Council Highways team, members of whom will be at the meeting to give a local update around speeding, traffic, air quality, road maintenance, community transport and congestion. The meeting will take place from 6.30pm at Needham House, Victoria Road, Devizes, SN10 1FA. An information Leaflet has been displayed on parish notice boards and posted on Facebook.	Pamela Akerman / Jamie Halliday



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2024/013 Items of Correspondence	Rural Roads Safety Leaflet Rural Roads Safety Leaflet – A parishioner suggested the Parish Council provide a safety leaflet for Rural Drivers. Spotlight have indicated they could print the leaflet and insert it into a future edition of Spotlight. Cost £14 (B&W) plus paper. Paul Manning proposed the Parish Council arrange to include the leaflet in the next available edition of Spotlight. This was seconded by John Williams. All Councillors who were present voted in favour. Bradley Lane A parishioner has advised they are concerned about the proposed surface upgrade as it could encourage cyclists to use the path. Parishioners will be given the opportunity to express their views before any work is approved by the Parish Council. The Parish Council will put a note in Spotlight when a proposal from the Rights of Way team has been received. VisitWiltshire The Parish Council is supportive of VisitWiltshire and its work to promote tourism in Wiltshire. The Clerk to write to Cllr Reay requesting that their funding is allowed to continue.	Clerk Clerk
2024/014 Parish Steward	The Clerk to request the Parish Steward undertake the following work: • Clean the 'Keep-Left' Central Bollards either side of the Bell Crossroads • Clear broken glass from the Eastbound Bus Stop at Bell Crossroads • Clear leaves and debris from Westbound Brick Bus Stop at Sells Green • Clear leaves and debris from Eastbound Brick Bus Stop at The Lye • Replace the Light in the Eastbound Bus Shelter at The Stocks • Clear Leaves and debris from corner of school road / A316 High Street by the oak tree and safety barriers	Clerk
2024/015 Asset Register	The annual review of the Parish's recorded assets has been undertaken by the Clerk and an updated version of the existing Asset Register circulated to Councillors for approval. John Williams agreed to revarnish the Notice Boards Lye Field and Post Office later in the year. The Clerk to clean Sells Green Bus Stop notice board & Defibrillator Housing. Terry James proposed and Phil Springate seconded that the Register represented a fair assessment of the Parish Council's Assets. All Councillors present voted in favour. The Clerk to update the website	John Williams Clerk Clerk
2024/016 Annual Parish Council Meeting and Annual Parish Meeting	Parish Councillors agreed the date for the Annual Parish Council Meeting and Annual Parish Meetings would be Tuesday 7th May 2024. • Annual Parish Council Meeting 7pm – 7.30pm • Annual Parish Meeting 7.30pm – 9pm Bridget Johnstone & Phil Springate agreed to organise refreshments. The Clerk to book the Irene Usher Memorial Hall	Bridget Johnstone / Phil Springate Clerk

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2024/017 Adoption of Rusty Lane	Adoption of Rusty Lane The current owner of the southern section of Rusty Lane which runs from A361 High Street to a point beyond the junction with Bradley Lane has indicated they would like to offer it as a Gift to the Parish Council. The Lane is of key importance to a number of individuals, farms and village organisations. Potential maintenance costs and insurance requirements were discussed along with the possibility of adopting the Lane. The Clerk to write to the owner's solicitors.	Clerk
2024/018 Precept	The Precept budget meeting took place on 9th January with five Councillors from the Precept budget committee. The Parish Council agreed the Precept would be increased by 0.7% (£148) from £21,086 to £21,234 Paul Manning proposed that the Precept budget for 2024-25 should be increased to £21,234 seconded by Debbie Savage. All councillors present voted in favour. The Clerk to return the Precept request to Wiltshire Council.	Clerk
2024/019 Earmarked & General Reserves	Earmarked & General Reserves The Council reviewed the Earmarked and General reserves. The Parish Council has been advised that work undertaken by Highways at The Stocks will be approximately £2,000 rather than the £3,500 previously estimated. Resolution: Terry James proposed the earmarked reserve for The Stocks new signage be reduced to £2000 and 'Earmark' £5,000 towards the cost of a Speed Indicator Device. This was seconded by Jamie Halliday. All councillors present voted in favour. The Clerk to update the Earmarked and General Reserve accounts	Clerk
2024/020 Financial Matters	a. Move to Online Banking The process to move to On-Line Banking has proved to be bureaucratic taking longer than planned. Bridget Johnstone requested that she ceases to be an account signatory. Debbie Savage agreed to become a signatory for Lloyds Bank. The Clerk to prepare a new mandate. b. CIL Payment Allocation - £549.71. Resolution: Bridget Johnstone proposed the payment be allocated to Speed Indicator Device for the village. This was seconded by Phil Springate. All Councillors present voted in favour. c. To confirm the donation for the Lye Field Mower Resolution: Jamie Halliday proposed that Seend Parish Council grant the sum of £5,500.00 towards the cost of a new mower for the Lye Field. This was seconded by Phil Springate. All Councillors present voted in favour.	Authorised Councillors Clerk



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	d. Cheques for Signature <table><tr><th>Cheque Payee</th><th>Amount</th><th>Reason</th></tr><tr><td>Mr C Stirland</td><td>£901.59</td><td>Clerks Salary and Back Pay (1 of 3)</td></tr><tr><td>Camelot Media</td><td>£25.00</td><td>New Councillor Mailbox – D Savage</td></tr><tr><td>Hugofox Limited</td><td>£23.99</td><td>Website Monthly DD Subscription</td></tr><tr><td>Mr C Stirland</td><td>£138.37</td><td>Replace Drum, Toner Cartridges, Paper</td></tr><tr><td>Mr C Stirland</td><td>£51.50</td><td>Expenses (Oct - Jan)</td></tr><tr><td>Lye Recreation Field</td><td>£5,500.00</td><td>Donation – New Mower</td></tr><tr><td>water2business</td><td>£44.64</td><td>Allotment Water Bill - (Aug - Jan)</td></tr><tr><td>Mr C Stirland</td><td>£56.39</td><td>Namesco 3-year Domain Renewal</td></tr></table> Resolution: John Williams proposed acceptance of the payments, seconded by Debbie Savage. All Councillors present voted in favour. e. Bank Reconciliation at end of December 2023, circulated to Councillors was £46,885.95. f. Q3 (Oct – Dec). Accounts Sign-Off Jamie Halliday reviewed the Q3 Bank statements against the accounts and confirmed they reconcile.	Cheque Payee	Amount	Reason	Mr C Stirland	£901.59	Clerks Salary and Back Pay (1 of 3)	Camelot Media	£25.00	New Councillor Mailbox – D Savage	Hugofox Limited	£23.99	Website Monthly DD Subscription	Mr C Stirland	£138.37	Replace Drum, Toner Cartridges, Paper	Mr C Stirland	£51.50	Expenses (Oct - Jan)	Lye Recreation Field	£5,500.00	Donation – New Mower	water2business	£44.64	Allotment Water Bill - (Aug - Jan)	Mr C Stirland	£56.39	Namesco 3-year Domain Renewal	
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2024/021 Items for Note	Hook Hollow It is anticipated that SSEN will complete power provision to the new Development and if completed as currently scheduled should allow residents to move into their new homes by June. Clerks Hours w/c 5th February The Clerk will not be available on the mornings of Mon 5th and Tues 6th February but will instead be available on the mornings of Thursday 8th and Friday 9th.																												
2024/022 Date of next meeting	The Chairman thanked everyone for coming and closed the meeting at 9.14pm. 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 27th Feb</td><td>7.00pm</td><td>Community Centre</td></tr><tr><td>Parish Council Meeting</td><td>Tuesday 26th Mar</td><td>7.00pm</td><td>Community Centre</td></tr></table>	Meeting	Date	Time	Venue	Parish Council Meeting	Tuesday 27 th Feb	7.00pm	Community Centre	Parish Council Meeting	Tuesday 26 th Mar	7.00pm	Community Centre																
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T. C. James

Terry James (Chairman)
Date: 27th February 2024

