

**SEEND PARISH COUNCIL**

Minutes of the meeting held on Tuesday, 26<sup>th</sup> January 2016, at Seend Community Centre.

**Present:** Mrs G A'Bear, Mrs T Carr, Mrs A Heatley, Mr T James, Mr P Manning, Mr J Padfield (Chairman), Mrs J Savage, Mr M Wiltshire and Mr M Wood.

Also present: Cllr J Seed and members of the public

**Apologies for absence**

Apologies received from Mr T Murch and Mr K Rigg.

**Declaration of Interests**

There were no declarations of interest.

**Police and Local Councillor's Matters**

Cllr Seed reported that the railings outside Wesley Cottage have now been repaired. With regard to the Freight Survey, two points are now being analysed. There is disappointing news about the installation of the reactive signs at the pinch point in the High Street, this is unlikely to happen until after the new contractor is in place in April. On the question of dog fouling, Dog Wardens are unable to issue penalty notices on unadopted roads; the Dog Warden can visit and talk to the dog owner, and also put up signs. The CATG has proposed the road safety problems of Bolland's Hill and Turnpike (A365) as two areas in Seend for consideration, alongside 32 others in Wiltshire; two areas will be selected and investigated. The date of the next Area Board meeting has been changed from 10<sup>th</sup> to Wednesday 24<sup>th</sup> February (noted on the website). The Melksham Campus is going ahead in the next 2-2½ years. The facilities at Woolmore Farm for football and rugby should be completed by the summer. The campus will comprise a swimming pool to ASA gala standard, sports hall, gym and fitness suite, together with the Town Hall, Assembly Hall and Library. Work on the Market Place will commence in April next year. There will also be a Doctors Surgery and facilities for cricket, tennis, outdoor bowls and a skate park.

The Clerk asked Cllr Seed to confirm whether the PC would be charged for requesting a metro count, an email from David Holker in December indicated that the cost is £210 per day. Cllr Seed confirmed that PCs are not charged for metro counts.

Nothing has been heard recently from our Neighbourhood Police. Mrs Heatley agreed to take on the role of liaison with the Police.

**Mark Evans – Canal & River Trust**

The Chairman welcomed Mark Evans, Waterway Manager at the Canal & River Trust. The Chairman outlined to Mr Evans the concerns of the Parish Council that the C&RT receive money from canal users, but do not provide amenities in the form of car parking. This has resulted in an increasing number of vehicles being parked in three areas of Seend around the access points to the K&A Canal, but in particular by the Barge Inn, Seend Cleeve and Spout Lane, where the overcrowded parking is a hazard, as it was unlikely that emergency vehicles would be able to access properties in Spout Lane; this despite additional car parking being installed by the Parish Council. Mr Evans explained the concept of continuous cruising on the canal network, which meant that boats could stop for up to 14 days and then move to a different area. The canal is being used as a place to live (not just for leisure), the annual licence is less than £1K and people try to play the system. They have a number of enforcement officers on the canal who note when boats park. The money obtained from licences is used for the upkeep of the canal. The C&RT does not own land, and there are no plans to provide parking facilities at the moment. The moorings in Seend are visitor moorings, intended for use for up to 14 days.

Cllr Seed said that, if people are living on the canal, have jobs nearby and send their children to the local school, the C&RT have a responsibility to provide amenities, but they seem to want to ignore the problem of people and their cars. The concern is the long term parking for people living on the canal.

Mr Evans said that he would contact the Estates team and find out what the local situation is. He was trying to get as much information as possible about the perceived problems, as he would like to come back with an answer. Looking at the capacity of the canal the situation is worse in the west (between Devizes and Bath), and he wants to be supportive at a local level.

Cllr Seed said that perhaps this needs a question to the local MP, Claire Perry, who is involved with transport.

The Chairman asked Mr Evans if the C&RT could survey boaters, to ask if they own a vehicle and where is it parked? He replied that this could be a problem because of boaters' human rights, no survey has been undertaken to date.

The Clerk to send details of the parking problems to Mr Evans to follow up.

Mr Evans was asked how the work at the bridge by The Barge is progressing. He replied that it is on schedule, the work will cost in the region of £720K.

Mr Evans was asked about the exits from the canal onto Bolland's Hill, and whether the self-closing springs on the gates could be inspected to ensure they close securely, and whether more signage could be provided.

The Chairman asked Cllr Seed if he could take the opportunity to speak to Claire Perry about the canal, and ascertain what the C&RT's responsibilities are.

#### **Items for discussion from members of the Parish**

It was noted that Seend School has been listed in the Daily Telegraph as being in the top 10 performing schools in the country, based on last year's Year 6 SATs results. The Clerk to write and congratulate the staff and pupils on their results.

#### **Minutes of the previous meeting**

Minutes of the meeting held on Tuesday 24<sup>th</sup> November 2015 had been circulated to all Councillors, and were taken as read. There were no amendments; acceptance of the minutes was proposed by Mr James, and seconded by Mr Manning.

#### **Matters arising**

**Canal bridge, Seend Cleeve** – Paul Kelly, C&RT, has visited the site and the signage has been reorganised. Traffic still occasionally enters Pelch Lane from Bolland's Hill. A taxi was reported to Wilts Council for doing so, the driver has been contacted by Wilts Council and the issue has been addressed; the complaint remains on file for one year. The Clerk has been in contact with Paul Kelly on a regular basis and fed back any complaints, i.e. house splashed with mud by contractor's lorries, wall cleaned and cones supplied by contractors, also complaints about the muddy footpath (post meeting note: The C&RT has now laid down a flexible plastic pathway system across the field by the Barge). The Clerk was asked to contact the C&RT, asking them to clean Pelch Lane and Seend Cleeve, which has become muddy with contractor's vehicles.

**Bolland's Hill, Mr & Mrs McCulloch's field and field at top of Pelch Lane** – Letter received from Mr & Mrs McCulloch who indicate that, whilst they are concerned about road safety at the top of Bolland's Hill, they do not agree with the PC's suggestions relating to their field. Email from Richard Nocton at Woolley & Wallis, he is unable to advise the new owner of the field adjacent to Bolland's Hill.

**Winter Snow Preparations** – The salt spreader has now been delivered and already put to use. The Clerk has contacted the Weather Team to enquire about possible further supplies of salt.

**Telephone box in Seend Cleeve** – This was decorated at Christmas by Freddie & Martha Honeybone, and looked very festive. Mrs Honeybone advises she does not want material costs reimbursed. Fritz Schuff, who lives in Seend Cleeve, has replaced the old notice board by the telephone box with a new one, and the area is very much improved. The Clerk to write and thank Mr Schuff.

**High Street crossing** – The Clerk to contact Ed Bodman and Phil Dyke to obtain quotes for the proposed work.

**Worton PC and C20 proposals** – Further email sent to Worton PC on 12 December, no response to date.

**Railings at pinch point** – The railings have now been replaced. The Clerk will obtain reflective tape and apply to railings.

**Defibrillation unit in village** – Neither the Community Centre nor the Pavilion is keen to have one installed. The Clerk has obtained information from MWO PC who is installing defibrillators, about The Community Heartbeat Trust, but location needs to be sorted first. The Clerk to go back and ask the Community Centre and Pavilion to reconsider.

**Oriel House hedges** – Letter sent to Mr & Mrs Axford, they have contacted the Clerk to advise that it is not their hedge, they think it is owned by Paul Martin. The Clerk to go back to Mr & Mrs Axford, to ensure they understand that the hedge referred to is the one going north (towards the canal bridge) from the entrance to their drive.

**Notice Board outside the Post Office** - The Clerk has contacted Martin Smith, asking him to fix a small hasp and padlock to the right-hand side of the board, with the Clerk to hold the key.

**Drains in Row Lane** – The Clerk is awaiting information about the location of the problem drains, to be provided by Mr Rigg, she will then report on MyWiltshire App.

**Insurance for salt spreading** – Mr Wiltshire confirmed that his current insurance is sufficient.

**Workshop on planning** – email sent on 7 December, no response to date, but follow up email has been sent.

#### **Appointment of Trustee for The Seend Fund**

Anita Shea, Secretary of the Fund, has sent information about the proposed Trustee, Jane Fishlock, who lives in Sells Green. Councillors voted unanimously to endorse Mrs Fishlock's appointment. The Clerk to advise the Fund's Secretary.

#### **Neighbourhood Plan Update**

Mrs A'Bear reported that a meeting had been held on 13 January, and the responses to Wiltshire Council's various questions were finalised. This should result in the appointment of a Link Officer who will help with managing the NP process, which will probably take about 2 years to complete. Delivering the Rural Housing Needs Survey to all households in the village is the next

task, and the questionnaire has been started; volunteers would be needed to help distribute. The next slot is w/c 29 February, closing 11 April. The Parish Council will supply the parish summary.

**Highways/road safety issues**

Mrs A'Bear read out the mission statement from the Road Safety Group:

The proposals will seek to reduce the risks of personal injury on the roads and pavements, vehicular damage to property, a reduction in traffic noise and pollution.

Objectives:-

- 1) To reduce the number of HGV's travelling along the A361, to a level below that of the prescribed primary (Green) route of the A365.
- 2) To confirm and, where it is above these thresholds, reduce the 85th percentile for traffic speeds in the Parish of Seend to a level below the Community Speedwatch threshold of:
  - 20 mph limit - 85%ile speed of 24.1 mph
  - 30 mph limit 85%ile speed 35.1 mph
  - 40 mph limit 85%ile speed 46.1 mph
- 3) To create a feeling of greater security and safety amongst local residents, and children in particular, who use the pavements and roads in the area either as pedestrians or cyclists.
- 4) To effect a reduction in the reported number of traffic collisions causing damage to property and parked cars within the Parish of Seend

The group wish to liaise with Steve Vaux with the preparation of a focused Residents Questionnaire in order to gain a detailed insight into their requirements together with their support.

It was agreed that it would be useful in the next few months to get someone from Highways to come and look at the questions, to make sure they are realistic.

Mrs Carr said that the CATG has confirmed that both the A361 and the A365 share the same status. The Freight Survey analysis has still to be completed, it will then be sent to the Parish.

The Clerk had received information from Hamilton-Baillie Associates in Bristol, with a pdf produced for Dorset Council - *Traffic in Villages – a toolkit for Communities*.

Email received from Dr Knott, reporting that two more accidents had taken place last week, one at Bell Hill crossroads and one at Bollands Hill.

**Planning Matters**

Application Ref: 15/12568/FUL & LBC                      Old Wyatts, Row Lane  
Proposed glass enclosure to existing double carport

Following discussion, Councillors voted unanimously in favour of this application.

Application Ref: 15/12500/FUL                      Great Thornham Farm, Trowbridge Road  
Change of use of farm tea rooms to residential annex

Following discussion, Councillors voted unanimously in favour of this application, with the proviso that the annex remains part of the main farmhouse, and is not sold as a separate dwelling.

Application Ref: 16/00105/FUL                      Home Farm, Bell Hill  
Non load bearing agricultural building

Following discussion, Councillors voted unanimously in favour of this application.

**Correspondence**

Letter from Mrs Thorpe, suggesting that Councillors should submit a profile to appear in Spotlight each month. Councillors discussed, and agreed to submit a short profile of 8 or 9 lines; Mrs A'Bear to do the first one. Councillors did not agree that the profiles should appear on the PC website.

The Clerk had received an email to advise that the temporary traffic lights at Baldham Bridge would remain until parapet repair work was carried out, this would take place when the new maintenance contract commences in April.

**Financial Matters**

- a) There were six cheques for signature:
 

Mrs R E Fisher	£348.27	Clerk's salary January
----------------	---------	------------------------

J.P.

HMRC	£10.80	PAYE
Mrs R E Fisher	£173.42	Clerk's expenses October - December
Machine Mart	£996.00	Grit/salt spreader
BWBSL	£20.71	Wessex Water – supply at allotments
Mrs S J Phillips	£20.00	Plants & compost

Acceptance proposed by Mr James seconded by Mr Manning, agreed unanimously.

- b) A grant request had been received from BRAG (Bowerhill Residents Action Group), in relation to the picnic/wildlife area they had created close to the canal, specifically to assist with the costs of emptying the waste bin at the site, which is within the Seend Parish boundary. The Clerk had obtained relevant figures from MWO PC. This shows that the annual cost is £1,315, made up of Parish Caretaker visits, mileage and commercial waste collection. MWO PC gives an annual grant of £400, which pays for its public liability insurance, amongst other items. Councillors discussed this matter, but felt that having looked at the PC's financial commitments for the coming year, they were unable to help with a grant to BRAG.
- c) A bank reconciliation to the end of December had been circulated to all Councillors; this showed that there is £16,072.70 in the Parish Council's accounts.

The Chairman raised the issue of the Clerk's salary from April 2016. The Chairman advised that a job evaluation could be undertaken, to ascertain the appropriate salary point for the Clerk's role. As the Clerk is paid according to the salary ranges that form part of the National Agreement between the NALC and SLCC, a request can be made to the NALC & SLCC for a specific job evaluation. This will require an undertaking by both parties to abide by the decision arrived at. Mrs Savage said that she was not in agreement with this course of action, nor would she abide by a decision. She would give the Chairman details of a person who could undertake a job evaluation. Councillors discussed the issue; the Chairman proposed that the issue should go to arbitration, seconded by Mrs A'Bear. Councillors voted 8 in favour with 1 abstention. The Chairman asked Mrs Savage to forward details of the person she had mentioned. The Clerk would provide details of the NALC/SLCC appeals process.

**Any other business**

**Caravan at G & S Patios** – The Clerk to follow this matter up with Steven Jenkins.

**Wisteria Cottage, High Street** – The manhole cover to the left of the gate is cracked.

**Annual Parish meeting** – Mr Padfield advised Councillors that he would be standing down from the PC at the Annual meeting in May.

**Setting up room for next meeting** – Mrs Heatley and Mr Manning agreed to do this for the February meeting.

**Date of next meeting**

The date of the next meeting is Tuesday, 23<sup>rd</sup> February 2016, at Seend Community Centre at 7.30 p.m.

There being no other business, the Chairman closed the meeting at 10.15 p.m.

CHAIRMAN