

Terry to sign

# SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday 28<sup>th</sup> June 2022. This meeting was held in the Community Centre.

**Present:** Mrs Georgina A'Bear, Mrs Pam Akerman, Mrs Carol Dickinson, Mrs Jackie Hamblin, Mrs Anita Heatley, Mr William Lack, Mr Phil Springate, Mr John Williams, Mr Martin Wiltshire

**Also Present:** Mr Chris Stirland (Clerk), Cllr Tamara Reay

Agenda Item	Detail	Action
2022/112 Apologies	Mr Terry James,	
2022/113 Declaration of Lobbying	(i) There were no changes of declarations to the Register of Interests. (ii) There was one declaration of interest in items on the agenda Martin Wiltshire declared an interest in the Salt Spreader and would not participate in any decision made. William Lack declared an interest in Manor Field planning application. (iii) There were no requests for dispensations.	
2022/114 Local Councillor's Matters	<b>Devizes Gateway</b> Devizes Gateway (The proposed new Railway Station at Lydeaway) has received additional funding to allow a further detailed study and proposed train timetable to be undertaken. This is expected to be completed within this financial year. The project will require civil works at Westbury to facilitate additional trains to support the new station <b>Local Cycling &amp; Walking Infrastructure Plan (LCWHIP)</b> Devizes is included within the new action plan. However, Seend is outside the current plan and so will not benefit from the initial investment. There is a consultation website being set up. Cllr Reay to provide the address. <b>School Travel Plan</b> Next meeting date to be arranged by Cllr Reay <b>Electric Charging Points</b> Councillors noted the existing funding arrangement from WCC excludes community facilities such as the Community Centre and Irene Usher Pavilion as they are on private land. Cllr Reay explained the conditions of the funding arrangement are under review and she would lobby for an amendment. <b>School Grounds Access</b> Cllr Reay suggested the Council should try to obtain advice from WALC. The Clerk to escalate previous support request within WALC. It was suggested that the Council should establish parishioners' views regarding the closure of the school grounds by placing an article in Spotlight. In addition, a direct approach should be made to the Friends of Seend School and School Governors' for their view.	Cllr Reay Cllr Reay Cllr Reay Clerk Clerk

T.C.

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2022/115 Minutes of the Previous Meeting	<p>The Minutes of the meeting held on 31<sup>st</sup> May were circulated to all Councillors.</p> <p>Acceptance of the Minutes of this meeting as an accurate record was proposed by William Lack and seconded by John Williams. All Councillors who were present at that meeting voted in favour. A shortened version of the minutes will be placed in Spotlight.</p>	Clerk																		
2022/116 Matters Arising Not Already on the Agenda	<p><b>Best Kept Village Competition</b> Seend came second within the 'Larger Village' Section with Bromham the winner.</p> <p><b>AGAR – Public Rights</b> The Clerk to check that the Chairman would be willing to hold the accounts file during his period of absence</p>	Clerk																		
2022/117 Items for Discussion from Members of the Parish	None																			
2022/118 Police Matters	<p>The following incidents were recorded by the Police:</p> <table><tr><th>Date</th><th>Incident Description</th></tr><tr><td>29 May</td><td>A361 Seend - two motorbikes collided resulting in damage to one of the bikes and injury to its rider.</td></tr><tr><td>30 May</td><td>A361 Seend – vehicle stopped and seized – no insurance</td></tr><tr><td>5 Jun</td><td>Elderly female was seen walking in the early hours along road in Sells Green. She was returned home by the police</td></tr><tr><td>11 Jun</td><td>two vehicles had a slight collision on Bath Road, Seend because one overtook another vehicle on a sharp bend and caused slight damage to oncoming vehicle. Offending vehicle didn't stop</td></tr><tr><td>12 Jun</td><td>Two cows in the road near to Bell Hill junction – owner collected</td></tr><tr><td>16 Jun</td><td>Bridge 148 K&amp;A canal – concerns for an injured dog on a canal boat that was barking aggressively at passers-by. RSPCA contacted to investigate</td></tr><tr><td>19 Jun</td><td>Spout Lane - report of an elderly driver driving in a concerning manner. Vehicle not located</td></tr><tr><td>24 Jun</td><td>Between Seend and Worton - report of a cow running in the road in distressed state. Farmer arrived and cow moved into field</td></tr></table> <p>PCSO, Janet Gould, is retiring at the end of July. Vice Chair Anita Heatley thanked her, on behalf of Seend Parish Council, for her work and support she has given over several years. At present, there is no successor. However, two PCSO's will be covering our Parish until a replacement is recruited.</p> <p>The Police and Crime Commissioner, in partnership with Wiltshire Police, Wiltshire Council, Swindon Borough Council and councillors, have launched a survey for residents to have their say on what would make</p>	Date	Incident Description	29 May	A361 Seend - two motorbikes collided resulting in damage to one of the bikes and injury to its rider.	30 May	A361 Seend – vehicle stopped and seized – no insurance	5 Jun	Elderly female was seen walking in the early hours along road in Sells Green. She was returned home by the police	11 Jun	two vehicles had a slight collision on Bath Road, Seend because one overtook another vehicle on a sharp bend and caused slight damage to oncoming vehicle. Offending vehicle didn't stop	12 Jun	Two cows in the road near to Bell Hill junction – owner collected	16 Jun	Bridge 148 K&A canal – concerns for an injured dog on a canal boat that was barking aggressively at passers-by. RSPCA contacted to investigate	19 Jun	Spout Lane - report of an elderly driver driving in a concerning manner. Vehicle not located	24 Jun	Between Seend and Worton - report of a cow running in the road in distressed state. Farmer arrived and cow moved into field	
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	them feel safer at night in public spaces. The survey, which will help shape a Safer Nights Charter, can be found on the Wiltshire-pcc.gov.uk website and runs from Tue 21 June until Tue 19 July.	
2022/119 Highways and Rights of Way	<p><b>Salt Bins</b> The following Bins need refilling</p> <ul style="list-style-type: none"> <li>• Seend Clevee (Adjacent to The Brewery Inn)</li> <li>• Row Lane (Junction to A361)</li> <li>• Rusty Lane (Community Centre)</li> <li>• Rusty Lane (Irene Usher Hall)</li> </ul> <p>It was noted that the Salt Bin in Spout Lane needs to be replaced as it was damaged by Gigaclear.</p> <p>Clerk to inform 'Weather &amp; Drainage' Officer</p> <p><b>Salt Spreader</b> Martin Wiltshire advised a new salt spreader is required and together with Terry James has identified a potential replacement costing ~£600.</p> <p>Resolution: Anita Heatley proposed Terry James and Martin Wiltshire visit the supplier and if the unit is acceptable place an order. This was seconded by Jackie Hamblin.</p> <p><b>Seend Highways Meeting</b> Clerk to make arrangements for Highways visit. Meeting arranged for 14 Jul 1.30-3.30. Clerk, John and Georgina will meet at The Bell car park to discuss options with Highways regarding The Stocks, The Bell crossroads and Bollands Hill.</p> <p><b>Collapsed Drain</b> A drain on highway of A361 in the High Street outside Altfield has been reported as partially collapsed again. The Clerk to contact Highways</p> <p><b>CATG Meeting</b> The next CATG meeting is scheduled for 5<sup>th</sup> July</p>	<p>Clerk</p> <p>Terry James / Martin Wiltshire</p> <p>Clerk</p> <p>Clerk</p>
2022/120 Neighbourhood Plan	Georgina A'Bear advised she had received correspondence from WALPA confirming they are continuing to pursue Wiltshire Council about the 5-Year HLS.	
2022/121 Planning	<p><b>Planning Matters</b></p> <p><b>PL/2022/04100</b> - Householder Application - 47 Seend Clevee, Seend, Melksham, SN12 6PU Demolition of conservatory and construction of single storey extension</p> <p>Resolution: Georgina A'Bear proposed this application be approved. This was seconded by William Lack. All councillors who were present voted in favour</p>	Clerk



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	<p><b>PL/2022/04388 – SEEND WOMENS INSTITUTE, RUSTY LANE, SEEND, SN12 6NS</b> Notification of proposed works to trees in a conservation area</p> <p>Resolution: Carol Dickinson proposed this application be approved. This was seconded by Jackie Hamblin. All councillors who were present voted in favour</p>	Clerk
	<p><b>PL/2022/04090 – Rew Farm, Seend Cleeve, Seend, SN12 6PS</b> Notification for Prior Approval under Class Q for a Proposed Conversion of agricultural building into 2 new dwellings.</p> <p>Resolution: William Lack proposed this application be approved. This was seconded by Martin Wiltshire. All councillors who were present voted in favour</p>	Clerk
	<p><b>PL/2022/04855 – The Cottage, High Street, Seend, SN12 6NU</b> Notification of proposed tree works to trees in a conservation area</p> <p>Resolution: Georgina A'Bear proposed this application be approved. This was seconded by Jackie Hamblin. All councillors who were present voted in favour</p>	Clerk
	<p><b>PL/2022/04867 – Manor Field, High Street, Seend, SN12 6NU</b> Notification of proposed tree works to trees in a conservation area</p> <p>Resolution: Carol Dickinson proposed this application be approved with a condition that as this a conservation area, a new native tree should be planted. This was seconded by John Williams. All councillors who were present voted in favour</p>	Clerk
2022/122 Correspondence	<p><b>Queens Jubilee Canopy</b></p> <p>The Parish Council has received requests from some parishioners for trees that are not listed in the 'free' tree packs scheme to support the Queens Jubilee Canopy. The Council will only procure 'free' trees that are offered under the community programme and not in situations where they are to replace existing trees.</p> <p>The clerk to write to those parishioners who have expressed an interest in the scheme</p> <p><b>Footpath Working Group (FWG)</b></p> <p>Jackie Hamblin explained that the FWG has volunteers available to clear footpaths around Seend. If anyone is aware of a Footpath that requires clearing, they should contact the FWG. The Clerk to put a note in Spotlight.</p> <p>It was suggested the Parish Council make a contribution to the cost of fuel for the trimmers. William Lack proposed the Parish Council pay a maximum of £50pa towards fuel costs for such work. Payment would be against receipts. This was seconded by Pam Akerman. All Councillors voted in favour.</p>	Clerk  Clerk

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2022/123 Devizes Area Board	<p>John Williams provided a meeting update and confirmed the installation of the 'High Friction Surface' on the Council's priority list, is imminent. The next Devizes Area Board meeting is on 5<sup>th</sup> September.</p> <p>£5k was granted to the Seend Lye Recreation Field towards their Carbon Challenge 2023.</p>	
2022/124 Parish Steward	<p>A list of work undertaken, by our new Parish Steward, Emma Richards, in June has been circulated to Councillors</p> <p>Current work requested for July visit includes cleaning of The Love Lane Jubilee bench. The fingerpost at Pile Farm (opposite the junction to New Buildings in Bolland's Hill) is obscured by hedging. This requires cutting back and the sign cleaned</p> <p>Some weeding is required around the railings at the pinch point in High Street and Bus Shelters at the Bell Crossroads</p>	Clerk
2022/125 CPR Training	As a result of adverts in Spotlight only one parishioner replied. The Council therefore decided it would not be feasible to take the training forward at this time. The clerk to write to the parishioner	Clerk
2022/126 Sandridge Solar Community Benefit Payment	<p><u>1. Bicycle Lock ups</u></p> <p>The Three Magpies confirmed they are willing to have a new bike rack installed adjacent to the Phone Box at the junction to Spout Lane. The area is tarmacked</p> <p>The Clerk to order 2 sets of 5 racks (1 set, concreted and 1 set, tarmac). John Williams will liaise directly with the supplier to arrange delivery at the tack shed on The Lye Field.</p>	Clerk/John Williams
2022/127 Statement of Accounts	<p><u>Review of DCK financial statement.</u></p> <p>The Internal Auditor raised concerns regarding DCK's summary of our Accounts. This has been corrected and the Parish Council now has the required tools to create the AGAR report for future years. The Internal Auditor, as part of his work will review and approve our accounts going forward.</p> <p>Resolution: Anita Heatley proposed the Council pay DCK Accounting their outstanding charge of £300 and cease their services going forward. This was seconded by William Lack. All councillors voted in favour.</p>	
2022/128 Clerks Laptop	<p>The Clerk explained the issues with the old Laptop and out of support software.</p> <p>Resolution: William Lack proposed the Clerk purchase an annual subscription copy of Microsoft Office 365 at £59.99 per year. This was seconded by Carol Dickinson. All Councillors voted in favour</p>	Clerk

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2022/129 Financial Matters	<p><u>Financial Matters:</u></p> <p>1. <u>Cheques for Signatures</u></p> <table border="1"> <thead> <tr> <th>CHEQUE PAYEE</th><th>AMOUNT</th><th>REASON</th></tr> </thead> <tbody> <tr> <td>DCK Accounting Solutions</td><td>£300.00</td><td>Preparation of Accounts - 2022</td></tr> <tr> <td>Camelot Media</td><td>£18.00</td><td>New Mailbox for Carol Dickinson</td></tr> <tr> <td>Mr C Stirland</td><td>£627.32</td><td>Clerk May Salary</td></tr> <tr> <td>Mr C Stirland</td><td>£52.17</td><td>Clerks Expenses (April - June)</td></tr> <tr> <td>SLCC</td><td>£134.00</td><td>Renewal of Clerk Membership</td></tr> <tr> <td>Information Commissioner</td><td>£40.00</td><td>ICO Data Registration Renewal</td></tr> <tr> <td>Seend Community Centre</td><td>£101.25</td><td>Room Hire (April - June)</td></tr> </tbody> </table> <p><u>Resolution:</u> Anita Heatley proposed acceptance of the cheques seconded by Georgina A'Bear. All in favour</p> <p>2. <u>Total Cash &amp; Investments</u> to end of May 2022.</p> <p>Bank reconciliation to end May 2022 came to: <b>£38,312.82</b>. It was agreed that the original layout of the bank reconciliation would be emailed to Councillors for every meeting.</p>	CHEQUE PAYEE	AMOUNT	REASON	DCK Accounting Solutions	£300.00	Preparation of Accounts - 2022	Camelot Media	£18.00	New Mailbox for Carol Dickinson	Mr C Stirland	£627.32	Clerk May Salary	Mr C Stirland	£52.17	Clerks Expenses (April - June)	SLCC	£134.00	Renewal of Clerk Membership	Information Commissioner	£40.00	ICO Data Registration Renewal	Seend Community Centre	£101.25	Room Hire (April - June)	
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2022/130 Items for Note	<p>It was noted that some recent late items have been added to the agenda (e.g., Planning Applications). It was agreed that going forward, no further changes would be made after the Agenda has been placed on noticeboards, website and Village FB page.</p> <p>The Parish Clerk is on annual leave in July. Access to the Clerk's email account will be made available to other Councillors during his absence. Bank reconciliation will be made available for the meeting and email access/mobile etc will be arranged.</p>	<p>Clerk</p> <p>Clerk</p>																								
2022/131 Date of next meeting	<p>The Chairman thanked everyone for coming and closed the meeting at 9.17 pm.</p> <p>The date of the next meeting is 26<sup>th</sup> July 2022 at 7pm.</p>																									

*T.C. James*

Terry James (Chairman)

Date: 26<sup>th</sup> July 2022

