

SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday, 26th February 2019 at Seend Community Centre.

Present: Mrs G A'Bear, Mrs A Heatley, Mr T James (Chair), Mrs C Vince, Mr J Williams and Mr M Wiltshire

Also present: Councillor Jonathon Seed, Mrs Sue Bond (Clerk), and one parishioner.

Agenda Item		Action
2019/145 Apologies for Absence	Mrs P Akerman, Mr P Manning, Mr B Nicholls and Mr J Padfield	
2019/146 Declaration of Lobbying	(i) There were no declarations of changes to the Register of Interests.	
(i) Declaration of changes to the Register of Interests	(ii) Mrs A'Bear declared an interest in the approval of the cheques as there was a cheque made out to her for the cost of the NP website renewal.	
(ii) Declaration of interest in items on the Agenda	(iii) There were no requests for dispensations.	
(iii) Requests for Dispensation		
2019/147 Local Councillor Matters	Councillor Seed reported that he was involved in two enforcement issues in the parish. He spoke on a number of the issues on the agenda, and these have been reported under the correct agenda items.	
2019/148 Minutes of the Previous Meeting	1. The Minutes of the meeting held on 29 th January had been circulated to all Councillors. 1.1 <u>Resolution:</u> Acceptance of the Minutes as an accurate record was proposed by Mrs A'Bear and seconded by Mrs Heatley All other Councillors voted in favour of approving the minutes.	
2019/149 Matters Arising Not Already on the Agenda	<ul style="list-style-type: none"> • Footpath signs referring to health of livestock not yet sourced. Mr Padfield was to do this, but not at meeting to report back. • Hedge now cut at the top of Bolland's Hill. • Defibrillator signs put in phone box at Sells Green. • Litter picking equipment – prices still to be researched. 	
2019/150 Items for Discussion from Members of the Parish	There were no items from members of the parish.	
2019/151 Police Matters	The following incidents had been reported: January 7 th Criminal damage caused by vehicle damaging fence causing a second vehicle to collide with debris – The Three Magpies. 8 th Report of theft of Charity money – Seend Cleeve 19 th 2 vehicle RTC 1 into the side of the Bell Pub. 22 nd Theft of bicycle from outside of the Barge Pub. 25 th Vehicle seized for no insurance – Seend High Street 8 th Feb Accident on A365 between Three Magpies and Broad Lane.	
2019/152 Neighbourhood Plan	1.1 Mrs A'Bear reported that all the material presented at the recent NP consultation coffee morning had now been put on the website. They had not managed to exhibit the display boards around the village yet, but that they will hopefully be able to do this in March. 1.2 Place Studios Ltd are continuing with their support of the NPSG with another workshop planned with the steering committee in March. 1.3 It is hoped that the Neighbourhood Plan will be in a draft form by the end of the year.	
2019/153 Highway Matters	CATG meeting – the Clerk attended as the Chairman was unable to attend. 1. <u>Church Crossing</u> – After representations were made by the Clerk and Councillor Seed, members of CATG agreed for the road to be given a coloured high friction surface application. The estimated cost with traffic management would be approx £1,000 with the parish council paying a third	

	<p>of the cost. As the Church Crossing had come in under budget, there were some funds left to do the additional work. This would help to make the crossing more visible. Await firmer costings and a time scale from Mr Stansby.</p> <p>2. <u>Bell Hill Crossroads</u> – The final figure for the road improvements was £49,500. It was much higher because of the need to have traffic management on site for the whole period. We still only had to pay the agreed £6,000. Mark Stansby said there were still one or two issues to sort out. He agreed to have a site visit with us to iron out any concerns the parish have. A road safety audit report was carried out and its findings show that the works were carried out correctly and that no problems were identified.</p> <p>3. <u>Metro Count, High Street</u> – Still awaiting the results. Highways have updated and re-issued their Wiltshire Practice Note for the eligibility and deployment criteria for SIDS. This is a useful document. Seend will not be able to install a SID unless there is a proven speeding issue based on results of a Metro Count.</p> <p>4. <u>Footway Repairs</u> – Highways have been given £1 million to spend on footway repairs. CATG felt that any applications for repair work by the parishes should be approved through CATG. This may be an opportunity to put forward the footpath from the Stocks to Seend. It would have to compete with other applications, but it would be worth submitting a request to be put on the list. The Clerk was asked to put forward a request.</p> <p>5. <u>Road Closures</u> 25th March (1 day) Temporary closure of A3102 Bromham to Melksham Road from its junction with A342 to its junction with Brick Hill. For road resurfacing work.</p> <p>4th-5th April Temporary closure of A361 (part) Seend, Keevil and Semington from its junction with Seend Head to its junction with Little Green. For patching and reconstruction work.</p>	Clerk
2019/154 Electoral Boundary Review	<p>1.1 Councillor Seed reported that the first draft of the recommendations for new electoral divisions, division boundaries and division names for Wiltshire has been published by the Local Government Boundary Commission England. The draft has made changes to Seend's electoral boundary, as they have created a new Seend, Poulshot and Potterne Division that includes the villages of Bulkington, Poulshot, Seend, Potterne, Erlestoke, Marston, Worton and Coulston. A new Melksham Rural division has been created that includes those parishes that were in the Seend and Summerham division, namely Keevil, Great Hinton, Semington and Steeple Ashton who are being joined with Melksham Without South and Broughton Gifford to create a Melksham Berryfield and Rural Division., These were recommendations made by Wiltshire Council to the LGBCE who have taken them fully on board.</p> <p>1.2 Mrs Heatley asked Councillor Seed whether there was any point submitting a further response to the LGBCE, as it seems that this change is pretty much a done deal. Councillor Seed thought not as it was not likely to change the minds of the LGBCE.</p> <p>1.3 The new division would become part of the Devizes Area Board, a move away from Melksham Area Board. This was also likely to mean that Councillor Seed would no longer be our Councillor after the 2021 elections when the change to the new boundary divisions would take place.</p> <p>1.4 Councillor Seed said that by our next Parish Council meeting in April, we would know more about all the changes.</p>	
2019/155 Planning Matters	<p><u>Planning Matters</u></p> <p>There were no new planning applications to discuss at the meeting.</p> <p><u>Planning Approvals:</u> 18/10449/LBC The Laurels –approved with conditions</p>	

	<p>18/12126/TCA Beech House – no objection 18/10636/FUL 28 Parkview Row Lane (approved with conditions).</p> <p>The decision date for Little Mitchells Farm planning application (18/12131/OUT) is set for 28th March.</p>	
2019/156 Area Board Update	<p>1. The Clerk had attended the Area Board meeting.</p> <p>1.1 There were updates on the Melksham Campus and the road works on the Countrywide Roundabout. The Campus had been hindered and delayed by a number of planning issues, but it was hoped that full planning approval will be given by the end of August, and tenders then sent out for a decision by end of year.</p> <p>1.2 Countrywide Roundabout – the contractors Dyer and Butler have set up a dedicated website so that people can find out what is happening at each stage of the works being carried out.</p> <p>1.3 The new Community Engagement Manager for Melksham is Peter Dunford. Rhys Schell has been promoted to Communities Specialist Manager Engagement and Governance.</p> <p>1.4 West Wiltshire Ramblers had their grant approved but for not as much as they hoped. The Area Board were eeking out the remaining funds between the grant applicants. West Wilts Ramblers were given: £2,103 instead of £2,709:</p> <p>1.5 Date of next two meetings are: 24th April and 5th June. Mr Williams to attend.</p>	Mr Williams
2019/157 Asset Register	<p>1. All Councillors had been circulated with an updated Asset Register which now included the 3rd defibrillator and cabinet, and the WW1 bench. The Clerk had searched back through the old minutes to get the purchase price and when bought or made, so that it was as comprehensive as it could be. One of the Internal audit recommendations was to ensure that the asset values agreed with those on the annual statement of accounts prepared by DCK Beavers. She reported that a further update would be needed once the 2018-19 Statement of Accounts had been prepared in May.</p> <p>1.1 <u>Resolution</u>: Mrs Vince proposed that the revised Asset Register be adopted, seconded by Mr Wiltshire. All Councillors approved.</p>	
2019/158 Correspondence	<p>1. <u>Great British Spring Clean - 22nd March – 23rd April</u> details had been sent to the Clerk. This was now taking place over a period of one month, rather than just a weekend in the past. Last year's event was cancelled due to heavy snow. The Clerk to put a note in Spotlight about it, but not to organise anything formally.</p> <p>2. <u>Back In Time TV series</u> are looking for Wiltshire families to take part in a new series about rural life through the ages. Filming would take place on the summer holidays. Councillors suggested that the Clerk forward the information to Seend School.</p> <p>3. <u>CPRE Best Kept Village Competition 2019</u> Details have been sent to the Clerk. Deadline for entry is 22nd April 2019. Mr Williams agreed to enter Seend again, and to co-ordinate the preparation for it.</p> <p>4. <u>Housing Site Allocations Plans</u> are now going before a Planning Inspector appointed by the Secretary of State to conduct an examination into the soundness and legal compliance of the plan. The hearing sessions will take place in April. If we wanted to attend, we would need to notify them by 8th March.</p> <p>5. <u>A Review of Polling districts and Polling stations</u> is being carried out by Wiltshire Council. The purpose of such a review is ensure that all electors have reasonably practicable facilities for voting and that polling places are reasonably accessible to electors who are disabled. The review will need to be completed by 31 January 2020.</p>	<p>Clerk</p> <p>Clerk</p> <p>Mr Williams</p>
2019/159 Financial Matters	<p>1. There were 7 cheques for signature:</p>	

	<p><u>Cheques for Signatures</u></p> <table> <tr> <td>Camelot Media</td> <td>£ 45.00</td> <td>NPSG Website updates</td> </tr> <tr> <td>Camelot Media</td> <td>£100.00</td> <td>Email package renewal</td> </tr> <tr> <td>Mrs S Bond</td> <td>£ 55.90</td> <td>Red reflective tape for railings</td> </tr> <tr> <td>Place Studios Ltd</td> <td>£1,540.60</td> <td>NP Consultancy work</td> </tr> <tr> <td>West Wilts Ramblers</td> <td>£ 600.00</td> <td>PC contribution to kissing gate project</td> </tr> <tr> <td>Mrs S Bond</td> <td>£ 535.65</td> <td>Clerk Feb Salary</td> </tr> <tr> <td>Mrs G A'Bear</td> <td>£125.86</td> <td>NPSG Website renewal</td> </tr> </table> <p><u>Resolution:</u> Mrs Vince proposed acceptance of the cheques. Seconded by Mrs Heatley. Mrs A'Bear abstained from voting. All other Councillors voted in favour.</p> <p>2. Bank Reconciliation to end of January 2019 - £ 15,533.24</p> <p>3. The transfer of £4,000 from Bath Building Society account to the Lloyds deposit account would take place on 6th March.</p>	Camelot Media	£ 45.00	NPSG Website updates	Camelot Media	£100.00	Email package renewal	Mrs S Bond	£ 55.90	Red reflective tape for railings	Place Studios Ltd	£1,540.60	NP Consultancy work	West Wilts Ramblers	£ 600.00	PC contribution to kissing gate project	Mrs S Bond	£ 535.65	Clerk Feb Salary	Mrs G A'Bear	£125.86	NPSG Website renewal	
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2019/160 Items for note	<p>1. <u>Berhills Lane</u> – Cars are still parking at the end of Berhills Lane. The Clerk was asked to let Councillor Seed know.</p> <p>2. <u>Street Light, Seend Hill</u> – Clerk to report that the light was permanently on. There may also be another streetlamp issue at the entrance to The Lye. Mrs Vince to investigate.</p> <p>3. <u>Grid repairs in the High Street</u> – Mrs Vince said she had reported some noisy grids on the High Street near the Laurels and another location.</p> <p>4. <u>Salt Spreading</u> – the Chairman thanked Mr Wiltshire for gritting the roads in Dial Close, The Lye and Seend Cleeve after the recent snowy weather.</p> <p>5. <u>Annual Parish Meeting</u> – date 20th May agreed. Mrs A'Bear and Mrs Vince to do the refreshments. The Clerk to check hall availability.</p> <p>Room set up – Mr James and Mr Williams.</p>	<p>Clerk</p> <p>Mrs A'Bear/Mrs Vince & Clerk</p>																					
2019/161 Date of next meeting	<p>There being no other business, the Chairman closed the meeting at 9.08pm</p> <p>The date of the next meeting is 26th March 2019</p>																						

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CHAIRMAN
Date: 26th March 2019