

SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday, 25th April 2017 at Seend Community Centre.

Present: Mrs G A'Bear, Mrs P Akerman, Mrs T Carr, Mrs A Heatley, Mr T James, Mr P Manning, Mr T Murch (Chairman) Mr K Rigg, Mr M Wiltshire and Mr M Wood.

Also present: Mrs S Bond, Cllr J Seed, Mr B Crisp, Dr N Knott and Mr J Williams

Agenda Item		Action
2017/229 Apologies for Absence	There were no apologies for absence	
2017/ 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 declarations of changes to the Register of Interests (ii) There were no declarations of interest in items on the agenda. (iii) There were no requests for dispensation.	
2017/230 Police Matters	<p>Mrs Heatley reported that she had not received any details of local crimes from the Community Policing Team, but she had received information through the Alert Neighbourhood group of a burglary in Sells Green on 24th April (17.15). A suspect broke into a unit by pulling off metal sheets that were bolted to a frame. Once inside the suspect/s stole a welder and car battery.</p> <p>The Policing Team monthly newsletter reported that they would be clamping down on illegal fishing. This newsletter will be put on the website.</p> <p>Mr Alex Trombetta would be willing to talk to the parish council about the new policing regime. It was agreed that Mr Trombetta should be invited to the June Parish Council meeting to give a brief talk.</p> <p>The clerk had been notified by the clerk of Melksham Without of vandalism at the Bowerhill picnic area and at Giles wood which took place on the night of 12th April. Councillors expressed sadness at that this mindless act of vandalism.</p>	Mrs Heatley
2017/231 Local Councillor's Matter	<p>Councillor Seed said that there was little to report from the County Council due to the forthcoming elections, but that if the Parish Council had any issues he would be happy to help.</p> <p>Spiderwebb Paddock – the Chairman asked if Councillor Seed could check what the current position was with regard to ensuring that the owners of Spiderwebb Paddock cannot claim residency. Councillor Seed said he would check with the Enforcement Officer.</p> <p>Berhills Lane – Councillor Seed was asked what was happening with the highway sign at Berhills Lane. He reported that the Enforcement team had been there a number of times. The property is currently up for sale. The particulars stated that there was a parking plot. This has now been taken off the estate agents description as not true. Concern had been expressed that parked cars were blocking the visibility of cars exiting the junction. Councillor Seed was urged to get the sign moved back to its original position.</p> <p>See under Highways item for other points of discussion from Councillor Seed.</p>	Councillor Seed
2017/232 Items for discussion from members of the Parish	<p>A resident had sent a photograph of the 3-way finger post at the top of the Pelch that signposted Melksham, Seend Cleeve and Seend Worton. They thought that the sign was confusing as it implied there was a Seend Cleeve and a Seend Worton. This confusion was further exacerbated by the fact that there is no sign for Seend at the Bell Crossroads. This issue was discussed by Councillors, but it was felt that there was no real reason to get it changed. However, Mr James proposed that the Parish Council investigate the costs of having a sign for Seend at the top of the hill near the crossroads. This was seconded by Mrs Heatley. All in favour.</p> <p>The Clerk was asked to look into it.</p>	Clerk
2017/233 Chairman's comments	The Chairman was pleased to say that Sue Bond had agreed to continue as Parish Clerk, for the time being.	

	<p>The Chairman said that, following on from last month's discussions on Community Assets, he had spoken with the Community Centre management team about whether they should look into registering it as a Community Asset, but that he had not yet spoken with the Lye Field Trustees.</p> <p>As the WI appeared to be considering the demolition of the WI Hall there was little point in asking them if they wanted the hall to be retained as a Community Asset.</p> <p>As this was their last meeting, Mr Murch thanked Mrs Carr, Mr Manning and Mr Rigg for their dedicated service on the Parish Council. Mrs Carr had been a councillor for 15 years and Mr Manning for 13 years. He went on to thank all the current Parish Councillors for their contribution and to look forward to the 4 new councillors who would be joining from 16th May.</p>	
2017/234 Minutes of the previous meeting held on 28 February	The minutes of the previous meeting on 28 March 2017 had been circulated to all Councillors and were taken as read. Acceptance of the minutes was proposed by Mr Manning and seconded by Mrs Carr. All approved.	
2017/235 Matters arising	<p>It was reported that Highways had been busy refreshing the white lines on the roads around the village and were replacing/installing cats-eyes near Redstocks. It was hoped that the repainting of the white lines on the bend near Sells Green had now resolved the particular concerns of a resident of Sells Green which had been reported at the last meeting.</p> <p>Spout Lane – Mr Wood said that whilst the gullies seemed to be working at either side of the road, there was still water appearing, seemingly through the tarmac, but it was not clear what could be done to rectify it. Mr Wood agreed to report it again on My Wiltshire, as this situation would only get worse again in the winter months.</p> <p>Spiderwebb Paddock – the nuisance of dogs constantly barking has continued to be a problem, and is particularly bad when the dogs are left unattended. The Clerk was asked to contact Environmental Health at Wiltshire County Council to see if they can resolve the problem.</p> <p>Salt Spreader – was now fixed and would be ready for action next Winter.</p> <p>The Chairman thanked Mr Wiltshire for discussing the parking in the Lye with the resident concerned.</p> <p>The Brewery – it was reported that a new tenant had taken over on a 3-month contract, and that there were already signs of a much improved atmosphere and great support for the new landlord.</p> <p>Bus Shelter – the light is in the process of being fixed by a local electrician. The photo cell (dawn to dusk switch) was broken and is being replaced.</p> <p>Parking issue in the Lye – Mr Wiltshire reported that he had spoken to the resident and all had been resolved.</p> <p>Defibrillator – Mr Wood, said that the checks he had carried out on the defibrillator suggested that it had not been used, and therefore it was still a mystery as to who had tampered with it.</p> <p>Great British Spring Clean – Mr Wood had written to Seend School to thank the school children for their efforts in litter picking in the area surrounding their school in support of the Great British Spring Clean weekend.</p> <p>Work on Bell Hill – it was reported that signs had gone up on Bell Hill notifying of impending work. The Clerk was asked to contact Wessex Water to find out what work was going to be carried out.</p>	<p>Mr Wood</p> <p>Clerk</p> <p>Clerk</p>
2017/236 Neighbourhood Plan	<p>Mrs A'Bear reported that the group were still formulating their "Visions, Objectives and Policy" Statement. This was a major part of the Neighbourhood Plan as it set the bench mark for assessing potential development sites, so it was extremely important to get this statement right. Once they had the statement ready in draft form, the group would launch a light consultation period lasting 6 weeks, before it would go to Wiltshire Council Council for their input.</p> <p>Mrs A'Bear reported that there will be a meeting on 27th April to show the progress of the plan. A councillor said that there were likely to be questions</p>	

	about why it was taking so long to complete. Mrs A'Bear agreed that it was a slow process, but that it cannot be rushed and could take as long as 2-3 years to complete. Some of the delay can be caused by Wiltshire County Council's slow response to consultations.	
2017/237 Defibrillator	<p>There was debate as to whether the defibrillator should remain on the agenda, but it was agreed that it should as there were likely to be ongoing issues with it.</p> <p>The PC might want to consider whether the funds received this year from the Sandridge Solar revenue be used for the purchase of another defibrillator to be located in Sells green or Seend Cleeve.</p>	
2017/238 Area Board/CATG	<p>The Clerk reported that the next Area Board Meeting was on 7th June, 7pm at Melksham United Church and that the next CATG meeting is on 13th June, 4pm at Melksham Fire Station.</p> <p>The new PC will need to have Councillors assigned to the various roles across the range of the PC's responsibilities. Mr James had kindly agreed to represent the PC at the next meeting of the CATG.</p>	
2017/239 Aster Homes	<p>It was understood that Aster Homes were planning a consultation meeting sometime in May, but that the Parish Council had not yet been notified of the date. It was agreed that the Parish Council should not be involved in this meeting.</p>	
2017/240 Highway Issues SRSI Report	<p>The Chairman thanked Dr Knott and Mr Crisp for attending and letting the PC have sight of the most recent draft.</p> <p>Mr Crisp reported that the SRSI report was in its final draft stage and that they had taken on board some of the comments they had received in its almost final revision. There was still time for minor amendments to be made, but only in the next couple of weeks before the document was finalised.</p> <p>There was a debate over whether the SRSI Report had been "presented", "accepted", "approved" or "received" as a result of Mrs Carr's comments. It was agreed, following the Chairman's remarks that the report had been submitted and received by the Parish Council and the Neighbourhood Plan Group but had not been approved by either the Parish Council or the Neighbourhood Plan Group, as we remained in a consultative phase. Dr Knott said that he felt that it was now up to the PC/NP to decide whether the report should be implemented in its entirety or not.</p> <p>Further discussion will need to take place by both groups, on the report, in due course.</p> <p>Dr Knott hoped that the Parish Council would support many of the recommendations made in the report and to take these to Wiltshire Highways for action. He expressed concern that Wiltshire Council were reluctant to spend on localised road safety issues and that the Parish Council should take a stronger stance in fighting for the changes needed to improve road safety in the parish. Dr Knott felt that there was too much bureaucracy in the Highways department that limited the chance of smaller councils from getting the improvements they wanted.</p> <p>The Chairman said that for all highway issues, the correct route was to first go through CATG and the Area Board. He said that the Parish Council had to be mindful of the potential cost of such projects as the parish council would be liable for at least one third of the costs of implementing them. Therefore prioritising what changes were needed would be very important. Mr Wood said that if we know of particular highway projects we want implemented in the future, then we could increase the Precept to help cover the cost. But this would require long-term planning and also consideration for the financial impact it would have on residents.</p> <p>Councillors said that the Parish Council had been instrumental in achieving a number of highway improvements over recent years including the removal of the old railway bridge and straightening of the road, the installation of the VAS in the High Street, disabled parking near the canal in Spout Lane. And most, recently, a pedestrian crossing, close to the church, had been approved by CATG but yet to be built. The Parish Council will have to pay one third of the cost of the crossing. It has recently raised a community issue to get the 30mph speed limit to be extended to include New Buildings in Seend Cleeve. This is still "in progress".</p> <p>The Neighbourhood Plan had also incorporated into its plan a number of road</p>	

	<p>safety proposals suggested in the SRSI report.</p> <p>Councillor Seed reported that funding of local highway improvements was dependant on them being placed in the top five priority list, and that the two thirds financial support from CATG and the Area Board was not otherwise guaranteed. He stressed the importance of retaining the good will and support of the members of CATG and the Area board as key to the success of any community issues raised by the Parish Council.</p> <p>Councillor Seed recommended the use of the MyWiltshire app for reporting highway problems as the best way of getting them resolved. He said that this App had removed 5 stages of the process and therefore speeded things up. Mr Wood confirmed this, as he had reported a number of highway problems, such as broken streetlights and pot holes, and these had been fixed within a month of reporting. Councillor Seed said that issues can still be reported by telephoning the council, for those without a computer, but it can be a slower process.</p> <p>Dr Knott mentioned that the streetlight at the High Street pinch point was not working. Mr Wood agreed to report it on MyWiltshire.</p> <p>It was suggested that the Parish Council should advertise the My Wiltshire service in Spotlight, on the website and on the noticeboards, with an explanatory note as to how to report. The Clerk was asked to action this.</p> <p>Councillor Seed also emphasised the importance of village groups in getting things done through networking. They were a good way to advertise events and raise concerns.</p>	<p>Mr Wood</p> <p>Clerk</p>
<p>2017/241 Adoption of Phone Boxes</p>	<p>The Clerk reported that the Parish Council now officially owned the phone box in The Lye, as the signed contract had been returned by BT. Mr Wood suggested the idea of turning it into the smallest Parish Information Centre, displaying tourist leaflets. A note has been put in Spotlight inviting residents to make suggestions on how to utilise it and asking for volunteers to manage it.</p> <p>The Clerk reported that the Community Heartbeat Trust who had adopted the phone box at Sells Green were willing to transfer ownership to the Parish Council. Mr Wood proposed that the Parish Council adopt the Sells Green phone box. This was seconded by Mrs Akerman. All Councillors approved the adoption. The Clerk to sign the transfer papers.</p>	<p>Clerk</p>
<p>2017/242 Annual Parish Meeting</p>	<p>The Chairman offered to write the annual report for this meeting as the new Clerk has not been in place for the whole year.</p> <p>The Clerk reported that she had emailed representatives of the village clubs and organisations inviting them to attend and deliver, if they wish, a report on their activities.</p> <p>It was agreed that refreshments be offered at the start of the meeting. Mrs A'Bear offered to provide the refreshments again.</p> <p>The Clerk to ensure there are plenty of copies of the Agenda, last year's minutes and accounts.</p>	<p>Mr Murch</p> <p>Mrs A'Bear</p> <p>Clerk</p>
<p>2017/243 Planning Matters</p>	<p><u>Application Number: 17/02775/FUL</u> Site Location: 24 School Road Seend SN12 6NJ Proposal: Demolish existing extension and replace with new single storey rear extension</p> <p>Approval of this planning application was proposed by Mrs Heatley and seconded by Mr Manning. All unanimously voted in favour.</p> <p><u>Application Ref: 17/03678/TCA</u> Site Location: Dowlas Villa, 8 School Road, Seend, SN12 6NJ Application for Work to Trees in a Cons Area Proposal:- Cypress tree – fell</p> <p>Approval of this planning application, but with the condition that a new native tree be planted somewhere else on the property, was proposed by Mr Manning and seconded by Mr Rigg. All unanimously voted in favour.</p> <p><u>Application Number: 17/03161/FUL</u> Site Location: Cleeve Grange Trowbridge Road Seend, SN12 6PG Proposal: Change of use from office (Class B1) to a single residential dwelling (Class C3).</p>	

	<p>Approval of this planning application was proposed by Mr James and seconded by Mr Manning, as long as the condition set in paragraph 3.5 remains. This condition requires the removal of the alien evergreen trees and introduction of soft landscaping on the existing overflow car parking area. Also to replace the evergreen trees with native trees to be planted somewhere else in the grounds.</p> <p>All unanimously voted in favour.</p>										
2017/244 Correspondence	There was no correspondence.										
2017/245 Financial Matters	<p><u>Cheques for Signatures</u></p> <table> <tr> <td>Mark Wood</td> <td>£13.00</td> <td>Antiseptic wipes for Defibrillator training kit</td> </tr> <tr> <td>Mrs S Bond</td> <td>£366.29</td> <td>Clerk Salary for April</td> </tr> <tr> <td>Seend Community Centre</td> <td>£143.00</td> <td>Outstanding room hire Feb-Mar</td> </tr> </table> <p>Approval for the cheques was proposed by Mrs A'Bear and Seconded by Mr James. All agreed.</p> <p>Accounts – The Clerk reported that the 2016-2017 Accounts file had been delivered to the accountants for preparation of the annual statement of accounts, and they will then pass it to the Internal Auditors.</p> <p>Councillors had been circulated with the P&L spreadsheet and agreed with the bank reconciliation.</p> <p>Bank reconciliation to end of March 2017 = £11,906.97</p>	Mark Wood	£13.00	Antiseptic wipes for Defibrillator training kit	Mrs S Bond	£366.29	Clerk Salary for April	Seend Community Centre	£143.00	Outstanding room hire Feb-Mar	
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2017/246 Items for note	<p>Mr James reported that they had had an offer for a land valuation to be carried out for the allotment land. However, the Clerk reported that, on speaking with the accountants, it was not a requirement for the Asset Register. Therefore, as there is no intention to sell the land, there was no need to get it valued. Councillors agreed not to bother with a valuation.</p> <p>Mr Manning said that he was sad to be leaving the council and should a vacancy arise in the future, he would be happy to stand again.</p> <p>Mrs Carr expressed concern that the road in Dial Close at the back entrance of the school was being churned up due to the volume of cars doing 3-point turns at school pick up times. It may need to be repaired by Highways if it gets any worse. The Parish Council to keep an eye on it.</p> <p>Mr Rigg reported that there is a broken salt bin in Row Lane near the White House. As there are already two other salt bins in the lane, it can be taken away rather than replaced. Mr Manning to organise its removal.</p> <p>The Parish Steward item should be put back on the agenda. Mr Manning will need to brief the new councillor who will take over the Highways Liaison position.</p> <p>Mrs A'Bear reported that she had seen the half-sunken boat at the bottom of Rusty Lane being towed away by the C&RT.</p> <p>Baldham Mill. Mr Murch reported that the residents of one of the houses on the bends had made a new access entrance. The Clerk to check with the neighbouring parish to see if planning permission had been granted.</p> <p>Mr James and Mr Wood to get the meeting room ready for the next meeting.</p>	<p>Mr Manning</p> <p>Mr Manning</p> <p>Clerk</p>									
2017/247 Date of next meeting	<p>Tuesday 30th May 2017</p> <p>There being no other business, the Chairman closed the meeting at 9.50pm</p>										

CHAIRMAN
Date: 30th May 2017