

SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday, 30th July 2019 at Seend Community Centre.

Present: Mrs G A'Bear, Mrs P Akerman, Mr T James (Chair), Mr W Lack, Mr J Padfield, Mr P Manning, Mrs C Vince, Mr M Wiltshire and Mr J Williams

Also present: Councillor Jonathon Seed, Mrs Sue Bond (Clerk), PCSO Maggie Ledbury and two parishioners.

Agenda Item		Action
2019/ 236 Apologies for Absence	Mrs A Heatley and Mr B Nicholls	
2019/237 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 declarations of interest in items on the agenda. (iii) There were no requests for dispensations.	
2019/238 Councillor Matters	Councillor Seed gave some updates on the progress of the Post Office planning application. He also reported that at a recent Planning Committee meeting there had been a test case on a planning application that wanted to make an annex into a separate dwelling. The results of this test case mean that an annex to a property cannot be treated as a separate dwelling.	
2019/239 Minutes of the Previous Meeting	1. The Minutes of the meeting held on 25 th June had been circulated to all Councillors. 1.1 <u>Resolution:</u> Acceptance of the Minutes as an accurate record was proposed by Mr Wiltshire and seconded by Mrs Vince. All those Councillors who were present at the last meeting voted in favour of accepting the minutes.	
2019/240 Matters Arising Not Already on the Agenda	1. <u>Dog fouling signs</u> – Mrs A'Bear showed a template sign that she had borrowed from a landowner. Mrs Vince to take a copy and investigate costings for producing plastic signs for use around the parish. Mrs A'Bear to see if the veterinary practice are willing to offer sponsorship of the signs. 2. <u>Minute no: 2019/221</u> – Clerk wrote a letter of thanks to West Wilts Ramblers and Ron & Penny England re the footpath clearance work. 3. <u>Minute no: 2019/221.3 and 4</u> – Details of the availability of the Police Stop me stickers and the “Do Not Knock” Stickers have been put in Spotlight. 4. <u>Minute no: 2019/228 -Allotments</u> Clerk has written to all allotment tenants to let them know there will be a change of renewal date and asked them how they would like this implemented. One tenant suggested that we do a six month invoice in April and a full year one in 1 st October. As other tenants had no preference, the Clerk will do as the one tenant suggested. 5.1 <u>Weed spraying of the paths from the Stocks to Seend.</u> This had not yet been carried out. Mr Wiltshire said that he had seen Wilts CC contractors using a buggy that had a weed sprayer and that perhaps we could see if this could be used along this path. Clerk to investigate. 5.2 The clerk reported that the Parish Steward had been testing a new machine called a Mosquito on a stretch of this path. The machine had rotating brushes that cleared path edges and had worked very well. He hoped to use it along the whole of the path over the coming weeks.	

2019/241 Items for Discussion from Members of the Parish	There were no items for discussion from members of the Parish.	
2019/242 Police Matters	<p>The following incidents were reported by PCSO Maggie Ledbury.</p> <p>5th June – Postman bitten by dog in The Lye 17th June – Male arrested for theft of vehicle and DUI – A365 Seend 6th July - Crash at Horseponds. It was a stolen Audi QRS3 that was being pursued by police and crashed. Occupants ran off and managed to evade being captured. Stolen goods were found in the vehicle. 10th July - Lorry hit Wesley Cottage railings at pinchpoint. Didn't stop.</p> <p>She reported that dog bites were on the increase, and following a change in the law, the owner is now responsible and liable in law, even if the dog bites someone on their property. So she strongly advised that dog warning signs are put up to warn people if there is a potential danger of their dog biting someone who visits the property. She said that the dog wardens at Wiltshire Council would be happy to offer advice to any dog owner who is concerned.</p>	
2019/ 243 Neighbourhood Plan	<ol style="list-style-type: none"> 1. Mrs A'Bear reported that they would be having a stand at the Flower show. It would display more general information about the NP, rather than on any specific consultations. 2. The NPSG are now looking at other aspects of the emerging plan such as community projects. 3. The draft Character Statement is on the website. The Clerk to download a copy and give to all the Parish Councillors. This will need to be given formal approval by the Parish Council. 4. The NPSG will not be using AECOM for the feasibility study for the potential sites. 5. There is a green space consultation letter pinned to a tree at the entrance to Dial Close. As it is unknown as to who owns the land at the entrance, it is hoped that someone may come forward. 6. Mrs A'Bear reported that Melksham Without Parish Council are keen for the BRAG picnic area to be included in the Seend NP as a protected Green Space. The site had initially received a limited support from the Seend community, but Melksham Without PC felt that it could gain wider support and they have publicised a new consultation with a request for people in the Melksham and Bowerhill area to respond to SPNPSG's Local Green Space Consultation. It will also be an agenda item at the next Melksham Area Board meeting on 3rd September. Mrs A'Bear said that the SPNPSG are happy for Melksham Without PC to take the lead on this. 	Clerk
2019/244 Seend Parish Housing Needs Survey	<ol style="list-style-type: none"> 1.1 The Clerk presented a brief summary of the 2019 Seend Parish Housing Needs Survey. The report had been circulated to all Parish Councillors prior to the meeting. 1.2 The survey had been delivered to 479 households in the Parish. 159 completed surveys were returned, representing a 33% response rate. Everyone was asked to complete Part One of the survey and for those households who considered itself in need or likely to be in need of affordable housing within the next five years were asked to complete Part Two of the form. 91% of the respondents supported some new housing of between 11 and 20 new houses. 10% were opposed to any new homes being built. 1.3 27 respondents completed Part Two. From analysis of the questions answered, and comparing the income, savings and equity with affordability in Seend, the responses suggested that 9 of the 27 households would require public assistance to achieve their required housing and so would be considered in housing need. 	

	<p>1.4 The survey's recommendations concentrate on those households who are unable to afford accommodation on the open market. The survey represents just a quarter of the research needed for the assessment. The Housing Register of Wiltshire Council, the local Strategic Housing Market Assessment and the advice from allocation staff who manage the Register also have to be taken into account.</p> <p>1.5 <u>Recommendations</u>: based on the findings in the report, the following indicates the minimum need over the next three years for new affordable housing development in the parish. The results do not take account of future changes of needs.</p> <p>Subsidised rented housing = 2 x one bedroom homes and 2 x three bedroom homes.</p> <p>Shared ownership/discount market homes = 1 x two bed home (bungalow) and 4 x three bed homes (1 x bungalow).</p> <p>Sheltered housing for older people – none.</p> <p>2. Mrs Vince highlighted a couple of errors in the section on Economic History. The Clerk to see if it is possible to correct this.</p> <p>3.1 Following the summary of the report presented, the Chairman asked for the report to be formally received by the Parish Council.</p> <p>3.2 <u>Resolution</u>: Mr Manning proposed that the 2019 Seend Parish Housing Needs Survey be formally accepted and noted by the Parish Council. Mr Lack seconded the motion. All Councillors voted in favour.</p> <p>3.3 Clerk to put the survey on the Parish Council website.</p>	
<p>2019/245 Highway Matters</p>	<p>1.1 Correspondence – the Clerk reported that she had received several emails and letters from residents concerned about a number of Highway issues in the Parish. These included parking issues, poor road signage, faded white lines at road junctions, cars not stopping at the Bell Hill cross roads, traffic noise and air pollution. These had been circulated to all Parish Councillors before the meeting and they had been discussed at the PC's Highways sub-committee meeting before the full meeting.</p> <p>1.2 The Chairman said that whilst major changes to the roads through Seend, such as extending and reducing speed limits, traffic calming features such as a roundabout and the enforcement of the recommended freight route, were unlikely to be supported by Wiltshire Council, there were a number of smaller highway improvements that the Parish Council could get implemented. These include the re-painting of the white lines at the road junctions of Bell Hill/Bollands Hill crossroads and at the Stocks junction. Ensuring that all road signs are regularly kept clear of vegetation. Putting up a pedestrian crossing sign by the church crossing point to increase driver awareness of the crossing. The purchase of some village gateways for the main entrance points to the Parish in Seend, Sells Green and Seend Cleeve to make drivers more aware that they are entering a residential area. With regard to Bollands Hill, the Chairman suggested that the PC requests a metro count, with a possible view to getting the speed limit reduced.</p> <p>1.3 It was noted that Wiltshire Council would be undertaking a Freight Strategy Review as it needs to prepare a fourth Local Transport Plan (LTP4). It would be suspending the application of the Freight Assessment and Prioritisation Mechanisms (FAPM) until the review of the Freight Strategy has been completed. The Chairman hoped that there may be an opportunity to make representations to Wiltshire Council during this review process. This may include requesting a 7.5t weight restriction on Bollands Hill.</p> <p>1.4 Any road safety initiatives that the Parish Council wanted to implement would have to be put before CATG. The next CATG meeting is on 3rd</p>	<p>Chairman &</p>

	October. The Chairman and the Clerk to prepare a list. To be approved at the next PC meeting before being submitted to CATG.	Clerk																		
2019/246 Planning	<p><u>Planning Application updates</u></p> <p><u>19/05006/FUL</u> - Seend Post Office. The decision date for this application has been put back to 31st August. Some revised plans had been submitted to accommodate the existing drains on the site. No further comments need to be submitted by the Parish Council.</p> <p><u>Application Ref: 19/06787/FUL and 19/07013/LBC</u> Site Location: The Bell Inn, Bell Hill, Seend, SN126SA Proposal:- Internal alterations that include relocation of bathrooms, kitchens and bedrooms to approved drawings. Inclusion of ground floor window to annex and existing window altered to a double door opening to living room. New external timber ramp and raised platform to provide easy access into annex ground floor plan.</p> <p>Councillors agreed that the revisions in this planning application to the original made a lot of sense.</p> <p><u>Resolution:</u> Mr Manning proposed, seconded by Mrs Akerman, that this application be approved. All Councillors voted in favour.</p>																			
2019/247 Correspondence	<p>Residents letter on social housing – this was read out to the Councillors. The points were to be noted, but no action taken.</p> <p><u>Community Governance Review</u> – the Clerk reported that the Electoral Review Committee of Wiltshire Council had requested that all parishes within the council area be approached to see if there are any changes to their governance arrangements that they wish to be undertaken. This is known as a Community Governance Review. Changes that can be requested can include amending the name of the parish or its wards, the total number of councillors, the amendment or creation of wards, changes to external parish boundaries or creation/abolition/merge/group of parishes or other such changes.</p> <p>The Councillors initially thought that no changes were needed for Seend. However, Mrs A'Bear stated that whilst we may not want any changes, some neighbouring parishes may request changes to their boundaries that would affect Seend's Parish boundary, and therefore, Seend Parish Council may need to respond to any of these requests for change.</p> <p><u>Polling District and Polling Place Review Consultation</u> – a review of all polling stations has been carried out by the Acting Returning Officer. For Seend, the only comment was that there was no designated disabled car parking space, but that no action was needed.</p>																			
2019/248 Financial Matters	<p>1. There were 6 cheques for signature:</p> <table border="0"> <tr> <td>Camelot Media Ltd</td> <td>£ 37.00</td> <td>SPNPSG website updates</td> </tr> <tr> <td>SLCC</td> <td>£ 122.00</td> <td>Clerk membership renewal</td> </tr> <tr> <td>ALCC</td> <td>£ 40.00</td> <td>Clerk membership</td> </tr> <tr> <td>Place Studios</td> <td>£ 985.20</td> <td>NP Consultancy work</td> </tr> <tr> <td>Mrs S Bond</td> <td>£ 606.58</td> <td>Clerk July salary</td> </tr> <tr> <td>Water2Business</td> <td>£ 31.62</td> <td>Water bill for allotments</td> </tr> </table> <p>1.1 <u>Resolution:</u> Mr Lack proposed acceptance of the cheques. Seconded by Mrs Akerman. All Councillors voted in favour.</p> <p>2. Bank Reconciliation to end of June 2019 - £ 18,994.86</p>	Camelot Media Ltd	£ 37.00	SPNPSG website updates	SLCC	£ 122.00	Clerk membership renewal	ALCC	£ 40.00	Clerk membership	Place Studios	£ 985.20	NP Consultancy work	Mrs S Bond	£ 606.58	Clerk July salary	Water2Business	£ 31.62	Water bill for allotments	
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2019/249 Items for note	<p><u>Bench at top of the Pelch</u> – Mr Manning asked what was happening with the replacement of the slats. The Clerk admitted that this had been put on hold whilst she was busy with the preparation of the accounts and the auditing process. Mr Manning and Mr Williams offered to get some costings for replacement wood from a local reclamation yard.</p> <p><u>Rights of Way</u> – Mrs Vince said that she had reported two footpath obstructions on SEEN10 and SEEN10A to Paul Millard, Wilts CC Rights of</p>	Mr Manning & Mr Williams																		

	Way Warden. These had originally been reported to the Clerk by a walker. <u>Metro Count Analysis</u> – Mrs Vince asked if it were possible to get a comparison of the number of HGV's using the A361 and the A365. This should be possible by requesting the information collated by the two metro counts in the High Street and Sells Green. Clerk to action.	Clerk
2019/250 Date of next meeting	There being no other business, the Chairman closed the meeting at 9.20pm The date of the next meeting is 27 th August 2019	

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CHAIRMAN
Date: 27th August 2019