

SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday, 24th November 2015, at Seend Community Centre.

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

Also present: Members of the public

Apologies for absence

Apologies received from Cllr J Seed.

Declaration of Interests

There were no declarations of interest.

Co-option of new Parish Councillor

There were four candidates for one vacancy for co-option to the Parish Council – Dr Pamela Akerman, Mrs Anita Heatley, Mrs Yvette Rowe and Mrs Carola Thorpe. All four candidates had supplied a short CV which had been circulated to Parish Councillors prior to the meeting. All four candidates gave a short presentation to Councillors. Candidates then left the room whilst a discussion took place. Votes were then cast by paper ballot with the following result:

Dr P Akerman	0 votes
Mrs A Heatley	7 votes
Mrs Y Rowe	1 vote
Mrs C Thorpe	2 votes

Mrs Heatley was declared duly elected to the Parish Council; she then signed the Declaration of Office. (Information on declaring an interest, the Code of Conduct and Standing Orders was sent post meeting). The Chairman thanked all four candidates for standing for co-option.

Police and Local Councillor's Matters

Cllr Seed was unable to attend the meeting, however, he had emailed the Clerk to advise the outcome of the Parish Boundary Review meeting held earlier in the day at County Hall. The vote had gone in favour of Seend retaining the land and area of Giles Wood within the parish of Seend. Councillors expressed their gratitude for the advice and assistance afforded by Cllr Seed in dealing with this issue. The Clerk was asked to send a letter of thanks to Cllr Seed.

The question of the emptying of litter bins at the picnic site by Melksham Without PC was discussed. It was agreed to contact Melksham WO to find out how they empty the bins, and the cost; this matter to then come back to the next meeting in January.

The traffic diversion currently in place in Seend Cleeve, because of the works to the canal bridge, was discussed. There have been various complaints from parishioners about the signage, and also vehicles accessing Pelch Lane, despite No Entry signs at the top of the lane (Bollands Hill). The Clerk to contact Paul Kelly, C&RT, to ask that the sign referring to The Barge Inn being open is replaced with one detailing all businesses along Seend Cleeve; that No Entry signs are placed at the top and bottom of Perry's Lane (access for residents only); the lay-by on the A361 to the west of The Stocks was supposed to have an area coned off, this has not been done. Finally, Pelch Lane to be one way from Pelch Barn, 56A Seend Cleeve to the top of the lane where it emerges onto Bollands Hill.

Items for discussion from members of the Parish

None received.

Minutes of the previous meeting

Minutes of the meeting held on Tuesday 27th October 2015 had been circulated to all Councillors, and were taken as read. Mr Murch said that there had been a discussion about the bend at the top of Bollands Hill, and the field owned by Mr & Mrs McCulloch. There were various suggestions about how visibility could be improved at this bend. Mr Murch said that he had spoken with Mr & Mrs McCulloch. The Clerk to contact Mr & Mrs McCulloch to invite them to discuss the matter with the Parish Council. The land to the west of the top of Bollands Hill had been sold, the Clerk to contact the Agent to ascertain who now owns the land. There were no other amendments; acceptance of the minutes was proposed by Mr James, and seconded by Mrs A'Bear.

Matters arising

Winter Snow Preparations – Email received from Sally Oliphant, Chair of Bulkington PC, to advise that they no longer wanted to be included in the proposal. The Clerk to liaise with the Chairman and Mr Wiltshire, to ensure that the selected grit spreader was a suitable model to use with Mr Wiltshire's tractor, and then order from the supplier.

Telephone box in Seend Cleeve – This has now been renovated and is looking much smarter, and contains shelves of books for a book exchange. The Clerk to write to Mrs Honeybone to thank her and other volunteers for undertaking this refurbishment.

High Street crossing – The new contractors for Wiltshire Council would not be known until the New Year. In the meantime, the Clerk to contact Ed Bodman and Phil Dyke to obtain quotes for the proposed work.

Parking, Spout Lane – Mark Evans, C&RT, to be invited to the January meeting.

Allotments – The hedges have now been trimmed, and the invoice available for payment at this meeting.

Freight Requests – Cllr Seed has advised by email that he has met with the freight management team. The re-routing of all freight from the A361 to the A365 will not happen, however, the team are looking at ensuring that there is no imbalance of freight onto the A361; they are also looking at signage.

Worton PC and C20 proposals – An email had been sent to Worton PC to suggest meeting to discuss the C20, no response received to date. The Clerk to send Worton PC Clerk's details to Dr Knott.

Neighbourhood Plan – Wiltshire Council have been advised that Seend is undertaking a Neighbourhood Plan.

Railings at pinch point – Email sent to Highways, awaiting a response from Andy Cadwallader.

Defibrillation unit in village – The Clerk had contacted Dr Jackson, he responded by email with a link to the Faculty of Sport & Exercise Medicine about external defibs in public places, suggested that the ideal place would be near where people congregate so on the wall outside the Community Centre where it could be available to those within and to anyone on the tennis courts or playing fields would be a good option. It would also be nearby for the Fête, the biggest congregation of people in Seend each year. If a second was available it would probably good to have it somewhere accessible in Seend Cleeve. The British Heart Foundation have part funded these in the past. An advert in Clerks & Councils Direct magazine gives costs as £825 + VAT (internal) or £1395 (external). It was suggested that village sports clubs may want to help with fund-raising. The Clerk to contact the BHF for more information.

Meeting start times – It had been discussed at the Precept meeting that two members could attend early for each PC meeting to help set up the room at 7.00 p.m., so that it was ready for Councillors to look at planning applications at 7.15. Mr James and Mr Wood volunteered to attend early at the January meeting.

Exits from the K & A Canal on Bollands Hill – The Clerk confirmed that there are broken white lines at each pedestrian exit from the towpath onto Bollands Hill, and gates before exiting the towpath. It was suggested that these gates are often fastened back, meaning that there is no barrier before exiting onto the road, and it was suggested there should be signs on the canal warning walkers of the impending road danger. The Clerk to contact the C & RT.

Oriel House hedges – The Clerk said that these appear to have been cut back; however, some Councillors thought they had not. The Clerk to write to the owners asking for the hedges to be cut.

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

Neighbourhood Plan Update

Mrs A'Bear said that, following agreement by the PC that Seend should go ahead with a Neighbourhood Plan, the Planning Group held their first meeting last week, and they will now start to complete paperwork. She said that local villages are in various stages with their individual NPs; Holt has now gone to consultation. The Group's next meeting will be held on 10 December.

Operation of services passed to Parish Councils

It was noted that Wiltshire Council were implementing cuts to services, due to a reduction in their budget, and some services were in danger. It was acknowledged that the Parish Council could raise the Precept in order to pay for services themselves.

Planning Matters

Application No: 15/10498/REM The Swallows, Trowbridge Road
Demolish existing bungalow, and replace with a 5 bedroom house

Councillors discussed this application, and voted 9 in favour, 2 against.

Councillors discussed a replacement for Darren Nichols on the Planning Committee; Mrs Heatley was proposed and accepted.

Correspondence

There were no items of correspondence.

J.P.

Financial Matters

a) There were six cheques for signature:

Mrs R E Fisher	£348.47	Clerk's salary November
HMRC	£10.60	PAYE
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JDH Gardening	£130.00	Hedge cutting at allotments
Seend Community Centre	£62.00	Room hire October - December

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

A cheque would be needed for the salt/grit spreader once the Clerk had confirmation that the model chosen was suitable. The cost is £820 (ex VAT). Councillors agreed that the Clerk could place the order with Machine Mart and obtain signatures for the cheque to be sent.

b) A bank reconciliation to the end of October had been circulated to all Councillors; this showed that there is £17,528.07 in the Parish Council's accounts.

c) The Precept Committee had met on 10 November, and a detailed list was circulated to all Councillors. The proposal was to raise the Precept to £12,141 for 2016/17, to take account of additional spending on the Neighbourhood Plan and proposed crossing to the High Street. This would add £3.69 to the Council Tax for Band D properties. The Chairman said that the Clerk had asked for a pay rise from April 2016, and Mr Murch was drafting a new Job Description for the Clerk. No amount was yet agreed for the Clerk's salary, and it was shown in the Precept calculations at the same rate as for 2014/15, £4,309. Acceptance of the Precept was proposed by Mr Murch, and seconded by Mrs A'Bear. Agreed unanimously.

Any other business

Sub committees – Mr Murch said that there can't be an equitable share of involvement in PC matters because some people worked full time, but that some Councillors did have responsibility for certain areas, i.e. Mr Manning with Highways, and the Planning sub-committee.

Drains in Row Lane – Mr Rigg said that some drains in Row Lane are blocked. The Clerk said that she would report these on the MyWiltshire App, but needed exact locations; Mr Rigg said that he would let the Clerk know.

Parish Boundary Review – The Chairman thanked Mr Murch and Mr Rigg for their work on the PC response for the review meeting.

PC meetings 2016 – Mrs Heatley requested a list of meetings; the Clerk said that she would forward this to Mrs Heatley.

Insurance for salt/grit spreading – Mr Wiltshire advised that he would have to add additional insurance for salt/grit spreading, the approximate cost is £100. Mr Padfield proposed that the PC should pay this once the exact figure is known, seconded by Mr James. Agreed unanimously.

Workshop on planning – The Clerk to contact Mike Wilmott to see if he could attend the February PC meeting, or possibly arrange a separate meeting; also ascertain if there is a Planning Seminar arranged for 2016.

CATG – the Clerk to write to Dr Knott to advise that when Mrs Carr attends the next CATG meeting, she will put forward his points of view on traffic safety in Seend.

January PC meeting – Mr Murch gave his apologies for this meeting.

Date of next meeting

The date of the next meeting is Tuesday, 26th January 2016, at Seend Community Centre at 7.30 p.m.

There being no other business, the Chairman closed the meeting at 9.15 p.m.


CHAIRMAN