

SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday, 29th August 2017 at Seend Community Centre.

Present: Mrs G A'Bear, Mrs P Akerman, Mr T James, Mrs A Heatley, Mr T Murch (Chairman), Mr J Williams, Mr M Wiltshire and Mr Wood.

Also present: Mr J Goman, Mr N Haines, Mrs J McManus, Mrs J Vaux, Mr S Vaux and Ms A Foyster

Agenda Item		Action
2017/68 Apologies for Absence	Mrs C Vince, Mr J Seed and Mrs S Bond.	
2017/69 Declaration of Lobbying		
(i) Declaration of changes to the Register of Interests	(i) There were no declarations of changes to the Register of Interests.	
(ii) Declaration of interest in items on the Agenda	(ii) The Chairman stated that the Planning Application to be considered under Item 2017/82 originated from Mrs B Foyster, mother of the minute taker for this meeting.	
(iii) Requests for Dispensation	(iii) There were no requests for dispensations.	
2017/70 Police Matters	<p>1. Mrs Heatley reported that she had not received this month's police report.</p> <p>2. Mr Alex Trombetta, the Community Police, Co-ordinator had informed her that Simon Partington, the PCSO assigned to the Parish had moved on and a replacement is being recruited. Mr Alex Trombetta, or his representative, will attend the Parish Council meeting in September.</p> <p>3. The following incidents had been reported</p> <p>27 July – Car travelling south on C20 failed to stop at crossroad, collided with another car travelling east on A361, spun it around and into bus shelter. No apparent injuries, but bus shelter damaged.</p> <p>14 August – Vehicle travelling North on C20 up Bell Hill, hit car travelling West on A361. Police and Fire Brigade and ambulance on the scene. Damage to the wall of the Bell Pub.</p> <p>14 August – Car accident on corner at Bollands Hill</p> <p>26 August - Car accident at Seend Head</p> <p>The Pelch – evidence of car in hedge half way up the Pelch.</p> <p>Also on 7 August a Ford Transit Van was broken into and gardening equipment stolen.</p> <p>4.1 Mrs Heatley reported that the Clerk had contacted Mr Alex Trombetta following the two accidents at Bell Hill crossroads. He had advised that in both cases it had been deemed that there would be "No Further Police Action".</p> <p>4.2 The Clerk had also contacted Mr Mark Stansby. Highways, seeking his advice on what action the Parish Council could take to improve safety at the Bell Hill crossroads. He had responded stating <i>"We are aware of incidents occurring here through our routine monitoring of the collision data shared with us by the Police. However, this junction does not currently feature on our list of cluster sites, where three or more personal injury collisions have been recorded in the past three years. We have yet to be informed by the Police of the two recent incidents you describe, which suggests that they consider these to be unfortunate but routine in nature, and not warranting our immediate intervention."</i> He went on further to suggest that the matter could be raised as an issue with the Area Board for further investigation.</p> <p>4.3 Concern was raised about the quality of signage at the crossroads of the C20 and A361. The Chairman reminded the Council that the Seend Road Safety Initiative had produced a comprehensive report which was still with Wiltshire Highways and that any further action should be determined once feedback had been received from Wiltshire Highways. The Chairman will speak again to Cllr Seed to chase feedback.</p> <p>4.4 <u>Resolved:</u> Mr Wood suggested that in the meantime the hedge currently</p>	Mr Murch

	masking the Give Way sign should be trimmed by the Parish Steward.	Clerk
	4.5 <u>Resolved</u> : Mr Wood would also make a report on My Wiltshire, requesting improvement to the white line road markings at the junction.	Mr Wood
2017/71 Co-Option of Councillors	<p>1. The Chairman explained that of the four people initially interested in Co-option to the Parish Council, Mrs F Johnson had withdrawn. Mr P Manning had not sent in a resume and had not been in contact prior to the meeting. Although additional time had been given, in case he had been delayed. As he was not present after fifteen minutes, it was decided that the Council should proceed with the two co-options.</p> <p><i>NB: It was discovered after the meeting, and after the Clerk had returned from holiday, that Mr Manning had sent an email to the Clerk the day before the meeting withdrawing his application, but this had not be opened in time for the meeting.</i></p> <p>1.1 The remaining two candidates Mr N Haines and Mrs J McManus were then invited separately to address three questions posed by the Parish Council, before a decision was taken about their co-option.</p> <p>1.2 Mr N Haines and Mrs J McManus left the room whilst their Co-option was discussed.</p> <p>1.3 <u>Resolved</u>: Mr Wood proposed the co-option to the Parish Council of both Mr N Haines and Mrs J McManus, seconded by Mrs P Akerman. Agreed unanimously.</p> <p>1.4 The Chairman recalled Mr N Haines and Mrs J McManus and congratulated them on their co-option. Both new parish councillors signed their Declaration of Acceptance of Office, which was witnessed by the Chairman.</p> <p>1.5 At the next meeting of the Parish Council, the new councillors would be allocated lead responsibilities.</p>	
2017/72 Local Councillor's Matters	There were no matters to report.	
2017/73 Seend Settlement Boundary Changes	<p>1. The Chairman and Mrs A'Bear had met with Mrs G Clampitt-Dix, Head of Spatial Planning and Mr D Way Senior Planning Officer, Major Projects at Wiltshire Council. The discussions had still left some ambiguity around the development implications of the proposed Settlement Boundary changes.</p> <p>1.1. Following a query about relevance of Settlement Boundaries to Seend Cleeve and Sells Green, Mr Williams was advised that the smaller villages were not considered to be large enough, both in terms of population and amenities to qualify for a Settlement Boundary status.</p> <p>1.2. In responding to the proposed Settlement Boundary changes, Mrs Akerman emphasized the requirement to refer to the methodology used by Wiltshire Council in producing the proposed changes.</p> <p>1.3. The Chairman suggested that the views of both the WI and the Lye Field Association should be taken into account. It was also noted that the Lye Field and the Church grounds were protected by other statutory instruments.</p> <p>2. After lengthy discussion the following responses were agreed:</p> <p>2.1 Mr Wood proposed that the Parish Council should request that the Lye Field and WI Allotments be included within the new Settlement Boundary. Seconded by Mr James. Agreed Unanimously.</p> <p>2.2 In considering the reach of the Settlement Boundary it was proposed by Mrs Heatley that the large house, Seend Park, should be recognized as part of the Seend Settlement. Seconded by Mrs McManus. Agreed Unanimously.</p> <p>2.3 After further discussion it was proposed by Mrs Akerman that Seend Park should be treated in the same way as the other large properties to the south of the A361. Seconded by Mrs McManus. Agreed Unanimously.</p> <p>2.4 Mrs A'Bear proposed that the large houses to the south of the A361, up to the Holy Cross Church should remain outside the Settlement Boundary and that the existing Settlement Boundary should be retained. Seconded by Mrs Heatley. Agreed Unanimously.</p>	

	<p>2.5 It was agreed that the view at the Bell car park was a community asset and as such should not be included in the Settlement Boundary. Mrs A'Bear proposed that the proposed change to the Settlement Boundary be rejected and the existing Boundary retained. Seconded by Mrs Heatley. Agreed unanimously.</p> <p>2.6 After detailed discussion, Mrs McManus proposed that the new Settlement Boundary should include the line of trees by the High Street and the cluster of three buildings including The Old Stables. Seconded by Mr James. Agreed Unanimously.</p> <p>3. The Chairman and Mrs A'Bear would draw up the written response based on the approved views of the Parish Council. These views would be relayed to the Neighbourhood Plan Steering Group at their meeting on 31 August.</p> <p>4. The proposed Settlement Boundary changes were to be considered by the Cabinet Wiltshire Council in spring 2018, with the Adoption period in Winter 2018, when there would be a six week window in which to challenge the final plans.</p>	Mr Murch & Mrs A'Bear
2017/74 Items for discussion from members of the Parish	No Items had been received for discussion.	
2017/75 Chairman's comments	The Chairman had no additional comments to make as he was going to report on the problems at the A361 crossroads with the C20 and correspondence he had received from Dr Knott.	
2017/76 Minutes of the previous meeting held on 25 th July	The Minutes of the previous meeting on 25 July 2017 had been circulated to all Councillors and subject to an amendment to Minute 53/1 where 'the' was deleted from the end of the last sentence, they were taken as read. Acceptance of the Minutes as an accurate record was proposed by Mr Wiltshire. Seconded by Mrs A'Bear. Agreed Unanimously	
2017/77 Matters arising not already on the agenda	<p>1. <u>The Bell</u> (Minute 47/2.1) – The Clerk had written to Wadworth enquiring about the louvres on the Bell Pub. The response had stated that the Louvres had been removed by Gaigers three years ago. Gaigers are now trying to establish the location of the louvres and whether they are repairable for reinstating.</p> <p>1.1 <u>Resolved</u>: The Clerk to write a further letter to Wadworth stating that the Parish Council want to see the louvres reinstated, even if it meant putting up new ones.</p> <p>2. <u>Spiderweb Paddock</u> (Minute 50/1.2) – Councillor Seed had spoken to the Enforcement Officer. He was advised that whilst there were allegations, there was insufficient evidence to take further action. Councillor Seed's email response would be forwarded to the members of the Parish Council by the Chairman.</p> <p>2.1 There was a Notice in place which prevents permanent secretive occupation having any status. Mr Wood would like clarification about the Notice; did it apply to the site or the persons who were served the Notice. The Chairman would ask the Enforcement Officer to attend a future Parish Council meeting to clarify the situation.</p> <p>2.2 The Chairman had informed the neighbouring landowner that, should he wish to raise further concerns, Councillor Seed would be at the next meeting of the Parish Council in September.</p> <p>2.3 Mrs Heatley reported on informal evidence of occupation through the microchip information found on a stray dog. It was agreed that this could not be used as it would be unlikely to be confirmed due to Data Protection restrictions.</p> <p>2.4 A 28-day vigil to gain evidence was felt to be impractical and a previous attempt at monitoring activity had not proved sufficient evidence.</p> <p>3. <u>Planning Notification Procedure</u> (Minute 50/2) – The Planning Officer had confirmed that the Green Notice was put up in strict adherence to planning policy. This information was passed on to the resident concerned.</p> <p>4. <u>Possible Travellers' Site on A361</u> (Minute 51/1.2) – Councillor Seed had</p>	<p>Clerk</p> <p>Mr Murch</p> <p>Mr Murch</p>

	<p>formerly briefed the Parish Council that pre planning advice had been sought by the potential developers of the site and that as a result any objections should be on the basis of planning matters only and should wait until an application had been submitted.</p> <p>5. <u>Post Office</u> (Minute 53/1.1) – The draft letter had now been approved by the Chairman and would be mailed on the return of the Clerk from holiday.</p> <p>6. <u>Metro Count</u> (Minute 57/4.1) – Highways have confirmed that Wiltshire Council was not responsible for the Metro Count in the High Street and admitted that sometimes these are carried out by developers who do not always seek the permission of the County Council as they should.</p> <p>6.1 The Chairman considered that it might be related to the potential Aster development.</p> <p>6.2 Resolved: Mrs McManus requested that the Clerk write to Aster to ascertain whether it was their Metro count and to ask for data to be shared with Parish Council.</p> <p>7. <u>Metro Count Sells Green</u> (Minutes 63/1.1 & 6.3/1.2) Clerk had raised a Community Issue requesting Metro Count at Sells Green and had advised resident, as well as provided the resident with the Police Speed Watch contact.</p> <p>9. <u>Citizens Advice</u> (Minute 63/2.1) – Clerk had advised Citizens Advice that a donation will be discussed at the next Precept meeting in November 2017.</p>	Clerk
2017/78 Neighbourhood Plan	<p>1. Mrs A'Bear reported that the NPSG had met on 27 July, and there had been a lively discussion of the Settlement Boundary Review. The documents had been independently reviewed and the way forward would be discussed at the NPSG meeting on 31 August.</p> <p>2. Mrs Akerman had met with Vicky Burvill, the Link Officer, to discuss the Housing Report. This had been amended, and there is one outstanding piece of information awaited to complete the Report.</p> <p>3. Mr Haines felt that the most recent report on Affordable Housing Needs needed to be updated to reflect current demand for both affordable housing and accessible housing for older people.</p> <p>4. Mrs A'Bear has been asked to meet with a sub-group of Steeple Ashton Parish Council to share experience of the Neighbourhood Planning Process.</p> <p>5. Mrs McManus asked if the data from the SNAG Survey could be made available to the Parish Council. Mr Vaux stated that this would be possible.</p> <p>5.1 Resolved: Clerk to follow up.</p> <p>6. Mr Vaux also informed the Parish Council that discussions were ongoing around the establishment and funding of the Community Land & Asset Trust.</p>	Clerk
2017/79 Highways	<p>1. Mr Goman asked for feedback on the Case Officers Report in respect of Planning Application 16/04114/FUL, entrance to Oriel House. Mrs Heatley read out the findings of the Report which concluded that the development, whilst not desirable, was considered not to be harmful enough to warrant refusal. It had been Approved with Conditions.</p> <p>2. An invitation had been received from Broughton Gifford Parish Council to attend a meeting with a Highways Consultant on 21 September. Mr James and Mr Williams to attend with the Clerk.</p>	Mr James, Mr Williams & Clerk
2017/80 Defibrillator	<p>1.1 Mr Wood reported that an electrician had completed a feasibility study for the siting of a Defibrillator in both Seend Cleeve and Sells Green. The Brewery Pub had not responded to a request to site a Defibrillator on the Pub wall, so it would be accommodated in or close to, the telephone box, once the approval of the volunteers who maintain the book library is given.</p> <p>1.2. Funding for the Defibrillator in Seend Cleeve would be achieved through the annual Solar Farm Community Grant and Mr Wood intended to seek a grant from the British Heart Foundation.</p> <p>1.3. The Defibrillator in Sells Green would be part funded by the sale of a Barrel of Beer donated by Wadworth to the Three Magpies Pub. Mrs</p>	Mr Wood

	<p>McManus suggested that the Caravan Park should be approached for a contribution as it would benefit their business customers.</p> <p>1.4. The Chairman stated that both sites should benefit from the provision of a Defibrillator as soon as possible, rather than being rolled out over two years, even if that meant using some of the Parish Council's reserves.</p> <p>1.5 <u>Resolved</u>: Mr Wood proposed that a Defibrillator should be sited in both Seend Cleeve and Sells Green as soon as funding was secured. Seconded by Mrs Akerman. Unanimously Agreed.</p>																
2017/81 Area Board/CATG	<p>1. Mr Williams would be attending the next Area Board meeting on 6th September 2017.</p> <p>2. Concern was expressed about the changes in funding provision for future Highways projects. It was felt that the financial burden for a small Parish Council meant that large projects would be prohibitive.</p> <p>2.1 The Chairman stated that it would be useful to articulate to parishioners the frustrations felt by the Parish Council about what it could do to address traffic safety issues.</p> <p>2.3 Mr James stated that the CATG budget was only £13K which meant that the likelihood of accessing reasonable funds was extremely small.</p> <p>2.4 Mrs McManus would represent the Parish Council at the next CATG meeting to be held on 16 October 2017.</p>	<p>Mr Williams</p> <p>Mr Murch</p> <p>Mrs McManus</p>															
2017/82 Parish Steward	<p>1. Mr Williams reported that the Parish Steward scheme was working well and highlighted the improvement to the bus shelters. The Clerk had submitted an August worksheet as requested, although the Steward had not been available for tasks in August. In September the cutting back of hedge growth to clear road signs at the Bell crossroads would be prioritised.</p> <p>1.1 Mr Williams also stated that he would like consideration to be given to entering Britain in Bloom in the future.</p>	<p>Clerk</p>															
2017/83 Planning Matters	<p><u>Planning Applications</u></p> <p>Application Ref: 17/06742/FUL</p> <p>Site Location: 14 Row Lane Seend Wiltshire SN12 6PR_Proposal: Erection of a single storey conservatory extension at the rear of the property.</p> <p>1.1 <u>Resolved</u>: Approval of this planning application was proposed by Mr James. Seconded by Mr Wiltshire. Unanimously Agreed</p>																
2017/84 Correspondence	<p>An email had been received from Wiltshire County Council announcing a series of public meetings in September to discuss the challenges the Council is facing and the impact that they could have. The Clerk has put the details of these meetings on the noticeboard outside the Post Office.</p>																
2017/85 Financial Matters	<p>1. There were 5 cheques for signature:</p> <table border="0"> <tr> <td>Mr John Goman</td> <td>£20.94</td> <td>Good Councillor Guides</td> </tr> <tr> <td>CPRE</td> <td>£36.00</td> <td>Membership</td> </tr> <tr> <td>David Wright</td> <td>£ 29.00</td> <td>Replacement light for bus shelter</td> </tr> <tr> <td>Kingfisher Direct Ltd</td> <td>£98.27</td> <td>Dog Waste Bin</td> </tr> <tr> <td>Mrs S Bond</td> <td>£366.29</td> <td>Clerk's August salary</td> </tr> </table> <p>1.1 <u>Resolved</u>: Acceptance of the cheques was proposed by Mr James and seconded by Mrs Heatley. All Councillors approved.</p> <p>2. Bank reconciliation to end of July 2017 = £ 15,808.34.</p> <p>2.1 Mrs A'Bear confirmed that she had checked the spreadsheet balances for June and July against bank statements and had found everything to be in order.</p> <p>3. Accounts 2016-17. The 30-day inspection period has now ended. There were no requests from parishioners to inspect the accounts.</p>	Mr John Goman	£20.94	Good Councillor Guides	CPRE	£36.00	Membership	David Wright	£ 29.00	Replacement light for bus shelter	Kingfisher Direct Ltd	£98.27	Dog Waste Bin	Mrs S Bond	£366.29	Clerk's August salary	
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Kingfisher Direct Ltd	£98.27	Dog Waste Bin															
Mrs S Bond	£366.29	Clerk's August salary															
2017/86 Items for note	<p>1. Mr Wiltshire stated that the house in Berhills Lane where the sign had been moved for building work had now been sold without the sign being returned to</p>																

	its rightful position. 1.1 Resolved: Clerk to follow up with Councillor Seed. 2. . Mr James and Mr Wood to set up the meeting room for the next meeting.	Clerk
2017/87 Date of next meeting	Tuesday 26th September 2017 There being no other business, the Chairman closed the meeting at 10.23pm.	

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CHAIRMAN

Date: September 2017