

SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday, 30th October 2018 at Seend Community Centre.

Present: Mrs A Heatley, Mr T James (Chair), Mr B Nicholls, Mrs C Vince and Mr J Williams

Also present: Councillor Jonathon Seed, Mrs Sue Bond (Clerk), and 2 members of the Parish.

Agenda Item		Action
2018/87 Apologies for Absence	Mrs G A'Bear, Mrs P Akerman Mr P Manning, Mr J Padfield and Mr M Wiltshire	
2018/88 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 dispensations.	
2018/89 Local Councillor Matters	Councillor Seed gave comment on the following agenda items: Area Board Grants, Electoral Boundary Review and CATG. His comments will be reported under these headings.	
2018/90 Items for Discussion from Members of the Parish	There were no Items for discussion from members of the Parish.	
2018/91 Minutes of the Previous Meeting	1. The Minutes of the meeting held on 25 th September 2018 had been circulated to all Councillors. 1.1 Resolution: Acceptance of the Minutes as an accurate record was proposed by Mrs Vince and seconded by Mr Williams. Those Councillors that did not attend the last meeting did not vote, but all other Councillors voted in favour of approving the minutes.	
2018/92 Matters Arising Not Already on the Agenda	1. <u>WW1 Bench – Minute no: 2018/74.1.</u> The bench has been ordered, but there will be a 10 week delivery time. The Clerk has applied for an Area Board grant to help finance the bench. The Seend branch of the RBL has drafted the inscription to go on the bench. It was suggested the RBL might like to consider a short dedication ceremony after the WW1 bench has been put in position. Mrs Heatley will pass this suggestion to RBL 2. <u>Wreath – Minute no: 2018/85.4</u> – The wreath for the Chairman of the Parish Council to lay at the war memorial on Remembrance Sunday has been bought. 3. <u>Phone Box and Defibrillator for Sells Green – Minute no 2018/74.2</u> The phone box has now been renovated. Thanks go to John and Kate Williams, Terry James and Sue Bond for undertaking the work. The Clerk reported that the BHF grant application to help purchase a defibrillator had been successful. She also reported that the Parish Council had now received the Community Benefit money from the Sandridge Solar Farm. This, along with the monies raised by The Three Magpies and the donation given last Christmas, will all help to purchase the defibrillator, cabinet and its installation costs.	Mrs Heatley
2018/93 Police Matters	The following incidents had been reported: <ul style="list-style-type: none">• 9 Sep - single vehicle RTC - Lamb on The Strand - no injuries.• 26 Sep - at 11.54pm. Person was cut free by Devizes firefighters following a 2-vehicle crash in the High Street. Casualty taken to hospital by ambulance.• 2 Oct - RTC in Bell Hill. Driver went into the side of another vehicle turning into a driveway. A warning has been issued that there are 2 white transit vans going around the area menacing, being aggressive and distracting residents while they	

	<p>look around property. They have been seen in Cooks Close and Inmarsh.</p> <p>The police are advertising for more PCSOs - closing date 31 Oct.</p>	
2018/94 Neighbourhood Plan	Mrs Vince reported that the Consultants Place Studios were currently working on the community heritage aspect of the village and the results of the local green space survey. She said the list of potential sites for housing development had now been published on the NPSG website, and mentioned in Spotlight. She reiterated that the sites are simply a list of locations, so may not meet the guidelines or be suitable for development.	
2018/95 CLT Update	There was no news to report from the Seend branch of the CLT, other than that they were currently looking at 4 of the sites, all in Seend Cleeve, and had approached the landowners.	
2018/96 Highway Matters	<p>1. CATG – The Chairman reported that he had attended the CATG meeting, and the following items were discussed:</p> <p>1.1 <u>Church Crossing</u> – The cost of this had come in at £900 under budget. The saving to be split three ways. This meant for the Parish Council, the cost would be approximately £1400 instead of £1700 as had been originally estimated. But this is still to be confirmed. The Chairman had asked if there was any way that the crossing could be made more visible, but was told that this was not possible at this time. Councillor Seed advised that the Parish Council review it at a later date, and if they wanted any further improvements such as painting the road, to go back to CATG.</p> <p>2. <u>Bell Hill Road Safety Measures</u> - Work on these would begin on 5th November and are likely to take 3 weeks. There will be two sets of road closures around Bell Hill to enable the workforce to carry out the work. The road closures and plans had been widely publicised to parishioners through Spotlight and on the noticeboards. It had been noted that there had been some grumblings on social media about the road closures. Councillors felt frustrated, that residents wanted the road improvements but did not want to put up with the inconvenience of the road being closed.</p> <p>3.1 <u>Metro Count – Seend High Street</u> This was approved by CATG and will go ahead after the Bell Hill road safety improvements have been completed. It would be sited between the Lye Field and the Manor House.</p> <p>3.2 The Chairman had asked the Senior Highways Engineer if the 30-mph speed limit could be extended further down Bell Hill, but was told that this was not possible as the spread of housing was too sparse to. He also asked if rumble strips could be installed at the top of Bolland's Hill, but this was deemed too noisy for the nearby residents.</p> <p>3.3 Councillors were also disappointed with the Highway Engineer's negative response to our request for a sign saying "not suitable for HGVs to be placed at the top of Bolland's Hill.</p> <p>4. <u>Speed Indicator Signs</u> - The Chairman also asked at CATG whether Wiltshire Highways approved of the speed indicator signs and was told they were not adverse provided they were placed properly and moved at regular intervals. Councillor Seed cited the example of Steeple Ashton which had these type of signs at each end of the village, and the Parish Steward was asked to move them periodically. This seemed to work well, and he suggested that Seend could do the same. The Parish Council may discuss the purchase of a speed indicator sign for the High Street at the Precept meeting.</p>	
2018/97 Planning Matters	<p><u>Planning Matters</u></p> <p>1.1 <u>Planning Ref: 18/09351/TCA</u> Site Location: Church of the Holy Cross, Seend Proposal: Common Ash - Fell</p> <p>1.2 <u>Resolution:</u> Mr Williams proposed and Mr Nicholls seconded approval of this planning application. All Councillors voted in favour.</p> <p>2.1 <u>Planning Ref: 18/09740/FUL</u> Site Location: Broad Lane Farm, Broad Lane, Seend Proposal: Change of use of units 4c, 5, 7a, 7b, 8, 9, 10, 11, 12, 13, 14, to B1, B2 and B8 use.</p>	

	<p>2.2 This application was discussed at some length. One Councillor cited the concerns raised in the Environmental Health Officers report about locating the cattle shed closer to existing residential properties, which may have a detrimental impact on amenity in terms of both odour and noise.</p> <p>2.3 <u>Resolution:</u> Mrs Heatley proposed that this planning application be approved, but to mention that the Parish Council shares the concerns made by Environmental Health Officer about the potential detrimental impact of placing the cattle shed closer to existing residential properties. This was seconded by Mr Nicholls. All Councillors voted in favour of approving the application.</p> <p>3.1 <u>Planning Ref:</u> 18/10213/TPO Site Location: The Vicarage, High Street, Seend Proposal:- Fell the following trees T1 - Yew T7 - Sycamore T8 - Acacia T9 - Acacia T11 - Acacia T13 – Holly T14 - Sycamore T16 - Horse Chestnut T18 - Acacia T19 - Acacia T21 - Acacia T22 - Sycamore T23 - Sycamore T24 - Sycamore T25 – Acacia T26 - Laurel T28 - Acacia</p> <p>T12 - Horse Chestnut tree - reduce to prevent overhanging and clear overhead cables</p> <p>3.2 This planning application was discussed at length. Councillors expressed confusion over the tree numbering that did not tally with the TPO numbers. So it was not clear which trees to be felled had a TPO on them. It was also not certain if any of the trees had been identified in planning applications submitted earlier in the year.</p> <p>3.3 Concern was expressed over the number of trees that the applicant wanted to fell. Whilst they appreciated that a number of the trees were saplings, there were some trees for which there seemed to be no good reason for felling.</p> <p>3.4 <u>Resolution:</u> Mrs Heatley made a proposal: the following trees: T8, T9, T11, T13 and T26 should not be felled as they are neither diseased, dying or causing a danger, so there is no technical evidence to support their removal. These trees are set in a conservation area which has some amenity value and character. Approval, however, should be given to the remaining trees to be either felled or pruned as per the application, However, those trees that were subject to planning applications earlier in the year: 18/01086/TCA (the pruning of a Sycamore Tree T2) and 18/08176/TPO (the pruning of a Horse Chestnut tree T3), the decision should still stand. The decision to refuse the application 18/02005/TPO the felling of the Horse Chestnut T1 should not be superseded by any other application.</p> <p>This proposal was seconded by the Chairman. All Councillors voted in favour of this response.</p>	
2018/98 Electoral Boundary Review	<p>1.1 Councillor Seed reported that Wiltshire Council's formal response to the Electoral Boundary Review had been finalised. It was their recommendation that Seend Parish would be put with Bulkington, Poulshot, Potterne, Marston, Worton and Coulston to form a new division, and that it would come under the Devizes Area Board.</p> <p>1.2 Seend Parish Councillors had been circulated a draft response to the Electoral Boundary Review to be sent to the LGBC that stated that Seend Parish wished to retain its close links with the Melksham area, and to stay with the Melksham Area Board.</p> <p>1.3 <u>Resolution:</u> Mr Nicholls proposed that we send this response to the LGBC. Mrs Heatley seconded the motion. All Councillors voted in favour. The Clerk to send off our response.</p>	Clerk
2018/99 Management & Financial Risk Register	<p>The Clerk had re-circulated the Governance and Management Risk Register. There were no revisions from the previous year.</p> <p><u>Resolution:</u> Mrs Heatley proposed that this be re-adopted in its current form. This was seconded by Mrs Vince. All Councillors voted in favour.</p>	
2018/100 Rights of Way issues	<p>1.1 The Clerk had circulated a letter from the Senior Rights of Way Warden asking for the Parish Council's support to replace 17 stiles with kissing gates on footpaths SEEN18 and SEEN20. 11 of the 17 were inside Seend's</p>	

	<p>parish boundary. The Clerk had also received and circulated an email request from West Wilts Ramblers asking the PC to give a financial contribution of £759 to help with their application for an Area Board Grant to cover the cost of the installation of the kissing gates.</p> <p>1.2 <u>Resolution</u>: Whilst keen to support the project, Councillors expressed some concern about giving such a high amount which had not been budgeted for. The Chairman proposed that we commit to making a contribution of £600, and possibly more if our budget allows. This was seconded by Mrs Vince. All Councillors voted in favour.</p> <p>1.3 The Clerk agreed to take this offer to the Area Board meeting on 7th November.</p>																																																	
2018/101 Area Board	<p>1.1 The next Area Board meeting is on Wednesday 7th November at 7pm at the Melksham United Reformed Church in the High Street. The Parish Clerk and Mr Williams to attend.</p> <p>1.2 The Clerk will represent the Parish Council during any discussions on the three Area Board grant applications that seek a contribution from the Parish Council</p> <p>1.3 The Lye Field had submitted an Area Board grant application to help finance the purchase of play equipment and needed a financial contribution from the Parish Council. As advised by Councillor Seed, the PC would offer an enabling grant to help facilitate the approval of a grant from the Area Board.</p>																																																	
2018/102 Correspondence	<p>1. <u>Wiltshire Council: Focusing on the Future</u> – Wiltshire Council are holding special public events to show how the council is changing to deliver the services that local tax payers expect and need. Events are taking place throughout November in Trowbridge (15th), Chippenham (22nd), Devizes (26th) and Salisbury (29th)</p> <p>2. <u>Melksham Remembers Project</u> – a free exhibition to show what was happening in the Melksham area during the Great War. This exhibition is available to hire. The Clerk reported that Seend Church had already booked the exhibition from 1st-7th December.</p> <p>3. <u>Flood Wardens Training Day</u> – 14th November at Devizes Fire Station. The emergency services are joining together to provide a training day to help community volunteers in their emergency planning and response.</p>																																																	
2018/103 Financial Matters	<p>1. There were 16 cheques for signature: <u>Cheques for Signatures</u></p> <table> <tr> <td>Royal British Legion</td><td>£20.00</td><td>Wreath for Remembrance Sunday</td></tr> <tr> <td>Mr John Williams</td><td>£23.98</td><td>Bulbs for concrete planters</td></tr> <tr> <td>Camelot Media</td><td>£18.00</td><td>NPSG Website changes</td></tr> <tr> <td>Seend Community Centre</td><td>£99.00</td><td>Room hire for July-Sept meetings</td></tr> <tr> <td>Seend Lye Rec Field</td><td>124.00</td><td>Paviion Room hire for NPSG meetings</td></tr> <tr> <td>Mrs S Bond</td><td>£ 31.27</td><td>Paint, brushes, sandpaper for phone box renovation</td></tr> <tr> <td>Seend PCC</td><td>£200.00</td><td>Donation – Church Restoration</td></tr> <tr> <td>Seend PCC</td><td>£300.00</td><td>Donation – Churchyard</td></tr> <tr> <td>Seend PCC</td><td>£375.00</td><td>Donation – Spotlight</td></tr> <tr> <td>Seend Community Bus</td><td>£400.00</td><td>Donation – Seend Shuttle</td></tr> <tr> <td>Seend Link</td><td>£350.00</td><td>Donation – Seend Link</td></tr> <tr> <td>Age UK</td><td>£ 50.00</td><td>Donation</td></tr> <tr> <td>BRAG</td><td>£ 50.00</td><td>Donation</td></tr> <tr> <td>Citizen Advice Bureau</td><td>£ 50.00</td><td>Donation</td></tr> <tr> <td>Mrs S Bond</td><td>£535.65</td><td>Clerk October Salary</td></tr> <tr> <td>Mr John Tilley</td><td>£ 42.00</td><td>Weed spraying</td></tr> </table> <p><u>Resolution</u>: Mrs Vince proposed acceptance of the cheques. Seconded by Mrs Heatley. All Councillors voted in favour.</p> <p>2. Bank Reconciliation to end of September 2018 - £30,600.74. This included the 2nd payment of our Precept.</p> <p>3. Precept Meeting will take place at 7.30pm on 8th November.</p>	Royal British Legion	£20.00	Wreath for Remembrance Sunday	Mr John Williams	£23.98	Bulbs for concrete planters	Camelot Media	£18.00	NPSG Website changes	Seend Community Centre	£99.00	Room hire for July-Sept meetings	Seend Lye Rec Field	124.00	Paviion Room hire for NPSG meetings	Mrs S Bond	£ 31.27	Paint, brushes, sandpaper for phone box renovation	Seend PCC	£200.00	Donation – Church Restoration	Seend PCC	£300.00	Donation – Churchyard	Seend PCC	£375.00	Donation – Spotlight	Seend Community Bus	£400.00	Donation – Seend Shuttle	Seend Link	£350.00	Donation – Seend Link	Age UK	£ 50.00	Donation	BRAG	£ 50.00	Donation	Citizen Advice Bureau	£ 50.00	Donation	Mrs S Bond	£535.65	Clerk October Salary	Mr John Tilley	£ 42.00	Weed spraying	
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2018/104 Items for note	1. Mrs Vince reported that she had attended the Rural Housing Workshop organised by Wiltshire Council, and had found it very interesting. It was led by a number of prominent Wiltshire Council housing advisors and representatives from Spatial Planning. 2. Mr James to set up at the next meeting.	
2018/105 Date of next meeting	There being no other business, the Chairman closed the meeting at 8.57pm The date of the next meeting is 27 th November 2018	

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CHAIRMAN

Date: 27th November 2018