

## SEEND PARISH COUNCIL

Minutes of the virtual meeting held on Tuesday 27<sup>th</sup> April 2021. This was undertaken using ZOOM with all Parish Councillors attending remotely.

**Present:** Mrs A'Bear, Mrs P Akerman, Mrs A Heatley, Mr Terry James (Chairman), Mr W Lack, Mr B Nicholls, Mr J Padfield, Mrs C Vince, Mr J Williams and Mr M Wiltshire

Also Present: Sue Bond (Clerk), Councillor Jonathon Seed, Tamara Reay and Margaret Green and 2 parishioners

Agenda Item		Action
2021/ 51 Apologies	Mr Paul Manning	
2021/52 Declaration of Lobbying		
(i) Declaration of changes to the Register of Interests	(i) There were no changes of declarations to the Register of Interests	
(ii) Declaration of interest in items on the Agenda	(ii) There were no declarations of interest in items on the agenda.	
(iii) Requests for Dispensation	(iii) There were no requests for dispensations.	
2021/53 Local Councillor Matters	<p>1. Councillor Seed said that there was not much to report from Wiltshire Council. He gave advice on two issues which have been minuted under Highways and Neighbourhood Plan.</p> <p>2. He said that this would be his last Parish Council meeting attendance at Seend as he is standing down at this election after 12 years of being a County Councillor for our ward. He said that it had been a privilege to represent the parish. There had been a lot of ups and downs. He wished the Parish Council well for the future.</p> <p>3. The Chairman thanked him on behalf of the Parish Council for all the support he had given to the Parish.</p>	
2021/54 Minutes of the Previous Meeting	<p>The Minutes of the meeting held on 30<sup>th</sup> March had been circulated to all Councillors.</p> <p>Mrs Vince recommended a very minor change to minute no: 2021/42.3.2 to change pub owner to property owner to ensure consistency with how the building was described as it is no longer a pub.</p> <p><b>Resolution:</b> Acceptance of the Minutes as an accurate record was proposed by Mrs Heatley and seconded by Mrs Vince. All Councillors voted in favour.</p>	
2021/55 Matters Arising Not Already on the Agenda	<p>1, <u>Noticeboards, Seend Cleeve</u> – The Clerk reported that the new noticeboard had now been erected outside Rew Farm and a second noticeboard was on order to replace the one next to the phone box in Seend Cleeve.</p> <p>2. <u>Cross boundary Rights of Way project</u> – Mrs Vince said that she had still not heard back from Keevil Parish Council re their proposed collaboration to improve cross-boundary paths. As it was their suggestion, she will not chase them up again and await a response from them.</p>	
2021/56 Highways	<p>1.1 <u>Highway Improvement Request – The Bell</u> Councillor Seed said that he was very disappointed with the response from Highways regarding the Parish Council's request to improve protection at the former pub to prevent further damage from vehicles involved in traffic accidents. The PC was supporting the owner's request. Highways will not be including the Highway Improvement Request at the next CATG meeting. They do not believe it is Highways responsibility to protect private property.</p> <p>1.2 Councillor Seed said that it probably needed a County Councillor to intervene and make further representation to Highways on behalf of the owner and the Parish Council, whether that is him before he stands down as a councillor or for the new County Councillor whoever that may be after the elections.</p>	

	<p>1.3 There was a question over the ownership and responsibility of the area in front of the property. The owner asserted that Wiltshire Council had adopted the wall in front of the building as it was used to support the A361. It was agreed that this needed to be confirmed.</p> <p>2.1 <u>Speeding in High Street</u> – It was reported that there was still a lot of concern about speeding traffic along the High Street. This had been raised by parishioners many times, and was the main issue raised by those who had completed a traffic survey undertaken by a policeman on the Community Police Team. Councillor Seed was asked for advice as to what the Parish Council could do, as previous metro counts in 2012, 2016 and 2019, had suggested that there was no proven speed issue. Unless speeding was proven through the results of a metro count, the Parish Council could not install a SID or undertake a community speedwatch.</p> <p>2.2 Councillor Seed suggested that it might be worth requesting another metro count but at a different location further east along the High Street. He believed that SIDS do make a difference in combating speeding. There were discussions as to where the best location might be. A site visit was arranged for later in the week and the precise location will be given to Councillor Seed so he could make the request to Highways.</p> <p>2.3 <u>Resolution</u>: The Chairman proposed that the Parish Council ask for another metro count to be undertaken at an agreed location in the High Street. This was seconded by Mrs Vince. All Councillors voted in favour.</p> <p>2.4 The Clerk was asked to put a short piece in Spotlight to see if there is any interest in re-forming a community speedwatch group.</p> <p>3. <u>Bus Shelter at top of Bollands Hill</u> – Mr Williams raised the issue of the damaged bus shelter at the top of Bollands Hill asking what can be done about it. This had been damaged in July 2017 following a road accident. At the time, Wiltshire Council said that they had no funding to repair or replace the bus shelter. The Clerk had checked whether this was still the policy and got confirmation that it was. She also got a rough costing for a replacement shelter which would be in the region of £4,000-£6,000. It may be possible to apply for an Area Board Grant. The Councillors discussed whether it could be repaired instead. It was agreed that in the first instance this should be investigated.</p> <p>4. <u>Spout Lane</u> – The Clerk reported that Highways maintenance team had updated her on some drainage issues in Spout Lane near the back entrance of Rowcroft house. There were problems with the carrier pipe which had been damaged by conifer trees. Further investigations will be undertaken by highways to see how the issue can be fixed.</p> <p>5. <u>Row Lane</u> – the Chairman reported that there were investigations being undertaken by Wessex Water into the water that is seeping onto the road at the top end of the lane.</p>	
2021/57 Police Matters	<p>1. <u>Police Incidents</u></p> <ul style="list-style-type: none"> <li>• 4 Apr around 7pm – incident in Bradley Lane where a parishioner was shouted at aggressively and in a threatening manner.</li> <li>• 17 Apr - male was arrested after providing a positive drug test while driving a vehicle in Sells Green.</li> <li>• 20 Apr – a vehicle was seized for having no insurance on the A361 in Seend. Driver was reported for driving whilst disqualified.</li> </ul> <p>2. <u>Dog Thefts</u>. Following the national survey in March, dog thefts in Wiltshire remain low and below the national average. A new Dog Watch scheme has been set up by Wiltshire Police. To sign up, go to <a href="http://www.wiltsmessaging.co.uk">www.wiltsmessaging.co.uk</a> which alerts you to lots of things happening in our community, and select Dog Watch to receive relevant information. You can also report dog thefts by calling 101 or the Dog Warden on 0300 456 0100. You can also report stolen and found dogs on <a href="http://Doglost.co.uk">Doglost.co.uk</a>. Don't forget to notify your microchip database provider and be wary of RSPCA imposters wearing uniform, ask for ID to confirm if genuine.</p>	

2021/58 Neighbourhood Plan	<p>1. Mrs A'Bear said there was nothing new to report from last month. The Neighbourhood Plan was going to Referendum on 6<sup>th</sup> May and it was hoped that the Parish would support it with a Yes vote.</p> <p>2.1 There had been a lot of talk on Facebook about the Neighbourhood Plan and what the referendum meant. There was a need for a concise explanation.</p> <p>2.2 Mrs A'Bear said it was a Plan for the parish. After numerous consultation events engaging with the community, the ideas put forward were used to create an evidence based document to formulate the Neighbourhood Plan. It is a positive planning document that identifies areas that the community most valued and which needed to be protected from development.</p> <p>2.3 Once the Neighbourhood Plan is approved by referendum it becomes a statutory document that must be referred to when Wiltshire Council is looking at any planning applications.</p> <p>2.4. Councillor Seed praised the work of the Steering Committee which he said exemplified the right way of creating a Neighbourhood Plan. He regularly recommended his other parishes to look at Seend as a model to follow. He reiterated that once it has the support of the Referendum, it then has planning weight and can be used to steer where the parish wants development to take place and protect the areas where development would not be welcome.</p>	
2021/59 Planning Applications	There were no new planning applications to be discussed at the meeting.	
2021/60 Correspondence	<p>1. <u>Email Correspondence from Teresa at Melksham Without PC</u>. BRAG applied for some Area Board funding for new seats, which was match funded by Melksham Without Parish Council, and so they will be installing some replacement and new benches along the bridleway from Locking Close, Bowerhill to the Canal this week. It was agreed that a letter of thanks should be sent as this is within the Seend parish.</p> <p>2. <u>Queens Award for Voluntary Service</u> – nominations for this Award is open from 1<sup>st</sup> April to 15<sup>th</sup> September. This Award is for exceptional groups of volunteers who are making a positive impact in their community. The Clerk will put the posters on the noticeboard and a short piece in Spotlight.</p>	Clerk
2021/61 Elections	<p>1. The Clerk reported that there will not be a contested election for Seend as there were only 8 candidates, so all those nominated are now duly elected.</p> <p>2. The Clerk reminded all Councillors that they complete their expenses claim form, even if they incurred no election expenses.</p> <p>3. The Chairman thanked Mr Manning, Mr Nicholls and Mr Padfield who were standing down as councillors.</p>	Councillors
2021/62 Annual Parish Meeting and Annual Parish Council meeting	<p>1. The Clerk said that because it was an election year, there were different rules as to when the Annual Parish Council meeting should take place which must be between 10<sup>th</sup> May and 24<sup>th</sup> May. Normally the Annual Parish Council meeting precedes the Annual Parish meeting on the same day. But for this year, the two meetings are separate.</p> <p>2. <u>The Annual Parish Meeting</u> has been set for Wednesday 5<sup>th</sup> May. The reason behind bringing this forward is that the government is not extending the legislation allowing for virtual meetings after 7<sup>th</sup> May. This means that any council/parish meetings after the 7<sup>th</sup> May are expected to be held in a public place. As it was felt that many parishioners will still have reservations about meeting in public, the date has been brought forward so it can legally be held on-line.</p> <p>3. <u>The Annual Parish Council meeting-</u> will be on 18<sup>th</sup> May in the upstairs meeting room of the Community Centre. At this meeting, the chairman and vice-chairman will be elected and the declarations of office will be signed by the councillors.</p> <p>4. From May onwards, Parish Council meetings will have to be held in a public place with all the required Covid safety regulations in place.</p>	
2021/ 63	<u>Financial Matters:</u>	

Financial Matters	<p>1. <u>Cheques for signature</u> Mrs S Bond £636.87 Clerk April Salary</p> <p>1.1 <u>Resolution</u>: Mrs Vince proposed acceptance of the cheques. Seconded by Mr Lack. All Councillors voted in favour</p> <p>2. <u>Bank Reconciliation</u> to end of March 2021 - £ 25,574.88</p> <p>2.1 Mrs A'Bear confirmed that she had carried out the quarterly checks of the bank statements against the P&amp;L spreadsheet and verified the accuracy of the accounts.</p> <p>3. <u>WALC/NALC Membership</u> Following on from the discussions at last month's meeting, and feedback from other parish councils, the councillors concurred that it would be good to become members.</p> <p>3.2 <u>Resolution</u>: Mrs A'Bear proposed that Seend Parish Council joins WALC/NALC, and to review it just prior to the Precept meeting in November. This was seconded by Mr Lack. All Councillors voted in favour.</p> <p>The Councillors agreed that this should be added to the Schedule of Payments for this month's cheques.</p> <p>4. <u>VAT</u> – The Clerk said that she had submitted the VAT refund application and that there should be a refund of £1,044.03 due back in our accounts.</p> <p>5. <u>Accounts</u> – The Clerk reported that the accounts file had been delivered to the Accountants and that she had just had back the detailed accounts.</p> <p>6. <u>Clerk Salary</u> – The Chairman reported that he had confirmed in writing to the Clerk her salary for the 2021-22 financial year.</p>	
2021/ 64 Items for Note	<p>1. <u>Dog mess in Spout Lane</u> – Mrs Vince said that there was a lot of dog mess on Spout Lane and asked about installing a bin. The Clerk said that Wiltshire Council no longer provided bins and any bins installed by the Parish Council would not be emptied. There are bins by the entrance to the canal towpath. It was suggested that some "please clear up after your dog" signs be put up in places.</p> <p>2. <u>Road surface</u> – Mrs Vince said that the road surface at the entrance to the Lye and at the top of Bolland's Hill was in a poor condition and should be looked at by Wiltshire Council.</p> <p>3. <u>Planning Correspondence from a resident</u> – Mrs A'Bear asked how the PC should respond to recent correspondence received from a resident about the discoveries made on their land. It was suggested that the resident should update Wiltshire Council who could record the historic findings on their land. The Clerk to write to the resident.</p> <p>4. <u>Milestone</u> - The Clerk has investigated the type of paint required for the painting of the milestone. It will roughly cost £60. It will need a primer undercoat, then white top coat for the metal and black enamel for the lettering. The Councillors were happy for the paint to be purchased. It is hoped the Parish Steward will do the painting when it is his time in our Parish.</p> <p>5. <u>Phone box, Seend Cleeve</u> – The Clerk said that this was in need of painting and that she will put a note in Spotlight to see if there are any volunteers to help with the task.</p> <p>6. <u>Devizes Area Board</u> – the Clerk said that she had had a welcome email from the Devizes Area Board and had been given the dates of the Area Board and CATG meetings. The number of Area Board meetings has been reduced from 6 to 4 per year. The next Area Board meeting is on 21<sup>st</sup> June and CATG on 25<sup>th</sup> May.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

2021/65 Date of next meeting	The Chairman thanked everyone for coming and closed the meeting at 8.23pm.  The date of the next meeting is 25 <sup>th</sup> May 2021	
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**Terry James, Chairman,    Date: 25<sup>th</sup> May 2021**