

Present: Mr Terry James (Chairman), Mrs Georgina A'Bear, Mrs Jackie Hamblin, Mrs Anita Heatley, Mr William Lack, Mr Phil Springate, Mr John Williams, and Mr Martin Wiltshire

Also Present: Cllr Tamara Reay, Bridget Johnstone, Carol Dickinson and Darren Nicholls, parishioner

Agenda Item	Detail	Action
2022/89 Apologies	Chris Stirland, Mrs Pam Akerman.	
2022/90 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	<p>(i) There were no changes of declarations to the Register of Interests.</p> <p>(ii) There were no declarations of interest in items on the agenda</p> <p>(iii) There were no requests for dispensations.</p>	
2022/91 Councillor Co-option	<p>The Chairman introduced Mrs Bridget Johnstone and Mrs Carol Dickinson who had expressed an interest in becoming Parish Councillors. They were asked about their experiences, skills and interests in the village. Georgina A'Bear proposed they both become co-opted Councillors for the Parish Council. This was seconded by William Lack. All Councillors voted in favour. The Chairman gave them their introductory paperwork to sign along with Code of Conduct handbook.</p> <p>The Parish Council now has its full complement of 11 and the Parish is well served in all areas.</p>	
2022/92 Local Councillor's Matters	<p>1. <u>School Travel Plan</u>. Cllr Reay met with the Head Teacher of Seend School and a further follow up meeting will be arranged to discuss their Travel Plan.</p> <p>2. <u>School Access</u>. The Clerk had received an email from the Director of Estates & Facilities for The White Horse Federation with comments from their legal team which stated that other parties (Dept for Education, Wiltshire Council and Sport England) are likely to be resistant to any potential change in playing fields to non-academy purposes. Consent would be needed from Wiltshire Council and the Secretary of State for Education for change of use of playing fields. He gives a ball park quote of around £45k. It is suggested that installing a hand rail on the main road option might be a viable alternative. The Parish Council is not asking for a change of use but would like access to be reinstated how it had been for generations as there has always been an established right of way although there is no public access.</p> <p>Cllr Reay suggested Parish Council contact WALC or a solicitor for advice as well as approaching local governors and retired head teacher and invite</p>	<p>Cllr Reay</p> <p>Clerk</p>

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Agenda Item	Detail	Action
	<p>them to our meeting to discuss this further. Cllr Reay suggests Parish Council could ask for a Considerate Access Policy similar to that in Worton.</p> <p>3. <u>Electric Vehicle Charging Points</u>. Cllr Reay will consult WCC regarding their strategy for electric vehicle charging points where The Pavilion is on land not owned by WCC and is not eligible for a grant under the WCC's EV Charging Infrastructure Strategy. The current strategy seems to preclude WCC helping by not considering non council community assets.</p>	Cllr Reay
2022/93 Minutes of the Previous Meeting	<p>The Minutes of the meeting held on 26th April 2022 were circulated to all Councillors.</p> <p>Acceptance of the Minutes of this meeting as an accurate record was proposed by Phil Springate and seconded by John Williams. All Councillors who were present at that meeting voted in favour. A shortened version of the minutes will be placed in Spotlight.</p>	Clerk
2022/94 Minutes of the Previous Annual Parish Council Meeting	<p>The Minutes of the Annual Parish Council meeting held on 5th May 2022 were circulated to all Councillors.</p> <p>It was noted Terry James and Anita Heatley were renominated as Chair and Vice Chair respectively and all other councillors were re-elected to the sub-committees. A note will be placed in Spotlight confirming this.</p> <p>These minutes, along with the Annual Parish meeting, will be voted and signed off at the next annual meeting in 2023.</p>	Clerk
2022/95 Matters Arising Not Already on the Agenda	<p>1. <u>Best Kept Village Competition</u>. The first round of judging has taken place.</p> <p>2. <u>CLT</u>. Building has just begun in Seend Cleeve and a photo shoot and press release will be published.</p> <p>3. <u>Broken Stile</u>. The Chairman has spoken to the landowner and this has been repaired.</p> <p>4. <u>Horse Signs</u>. The Chairman had spoken to several horse riders in Seend Cleeve/Redstocks. It was decided that the horse signs costed at £1k would not be financially viable and would not be purchased.</p>	
2022/96 Items for Discussion from Members of the Parish	<p>Phil Springate had received an email from a Seend Cleeve resident who said CPRE is an excellent organization and would be helpful to the Parish Council. Seend PC is already a member and receives their magazine.</p> <p>The same parishioner was concerned that there appeared to be no sites in the Parish for commemorating such special events as The Queen's Green Canopy in her Platinum year. A note has been placed in Spotlight asking for landowners to come forward with any areas that might be suitable to plant trees. Phil Springate will reply to the resident.</p>	Phil Springate
2022/97 Police Matters	<p>No report from PSCO Janet Gould but the following is noted:</p> <p>16 May – cooking oil stolen from The Brewery.</p>	

Agenda Item	Detail	Action
	Residents of Wiltshire are being asked to tell police chiefs about their experiences of the 101 and 999 services, as well as preferences for future modes of contact. The Police Contact Survey, run by the Association of Police and Crime Commissioners, is open until Sun 26 Jun. Participants are being asked a series of questions testing their understanding of emergency and non-emergency reporting systems, as well as newly emerging ways of contacting the police, like web chat, online forms and messaging over social media. The survey can be found under the Wiltshire and Swindon PCC website.	
2022/98 Highways and Rights of Way	<p>1. <u>CATG – (The Stocks / Bollands Hill / Bell Crossroads)</u> Cllr Reay and Clerk held a virtual 'Teams' meeting with Highways and had some very detailed discussions with various suggestions put forward for consideration. The Traffic Engineer will make a site visit to The Stocks, Bollands Hill and Bell crossroads and a further date will be arranged to discuss the feasible options.</p> <p>Still no date for the high friction surface at the crossing point between Spout Lane and Inmarsh.</p> <p>2. <u>Metro Count – The High Street</u>. Completed 26th April – 2nd May 2022. The Clerk circulated the results to councillors. The metro count showed the combined speed of 35.24 in the 85th percentile (in 30mph) which falls into the category that a Community Speed Watch could be considered. John Williams has volunteered along with two parishioners to participate. John Williams will find out more details and a note will be put in Spotlight asking for more volunteers. Cllr Reay said that the Police and Crime Commissioner has put more resource behind this initiative.</p> <p>3. <u>SEEN40</u>. Cllr Reay held a meeting with Paul Millard, Rights of Way, and it was agreed that a less aggressive programme of maintenance will take place. A more practical solution has been agreed. The smallholder tenants in Broad Lane agreed to clear the area but if this is not done within 4 weeks, enforcement action will be taken. Broad Lane is a "brown" lane ie. an old road with a hard surface and vehicles can use it to access small holdings. Ash dieback will continue to be monitored.</p> <p>4. <u>Bollands Hill</u>. A note had been published in Spotlight asking for volunteers to run a one-day traffic monitoring study to ascertain the type and volume of traffic using this route.</p>	<p>Cllr Reay</p> <p>John Williams</p> <p>Clerk to update Pam Akerman.</p> <p>Clerk</p>
2022/99 Neighbourhood Plan	<p>Mrs A'Bear has received an update from WALPA on a meeting held 17th May with Wiltshire council.</p> <p>The proposed actions from the meeting are:</p> <ul style="list-style-type: none"> • To look closely at WC's approach to new and not yet decided speculative applications based on new SYHLS calculation; are we seeing a more robust defence of NPs? • Re-enforcing our offers to support WCs on the ground information collection on progress on agreed developments. • Push for an early as possible next SYHLS calculation. (WC's own target is less than 6 to 9 months). 	

Agenda Item	Detail	Action
	<ul style="list-style-type: none"> Continuing to seek a robust defence of NPs while they are left exposed by the late-running Local Plan update. Keeping up the pressure on WC and government to minimise damage to NPs: <ul style="list-style-type: none"> Support for NP Reviews Challenging current Inspector inconsistencies Demanding interim NPPF changes Influencing new NPPF development <p>Each WALPA group member was asked to produce a short summary of where they are in NP terms so WALPA can collate and share to help inform their activity and case making. Councillor A'Bear to complete.</p> <p>Communication has been received from the SCL&AT regarding a recent change in the Council's housing allocation policy. This was read out at the meeting. Further details can be found on the Seend Community Land and Asset Trust website under More/Housing Need.</p>	
2022/100 Planning	<p><u>1. Planning Matters</u></p> <p><u>Application No:</u> PL/2022/03027 -15 Dial Close, Seend, Melksham, Wilts, SN12 6NP. Application Type: Removal/variation of Conditions 2 & 3.</p> <p><u>Resolution:</u> William Lack proposed this application be approved. This was seconded by John Williams. All Councillors voted in favour.</p> <p><u>Application No:</u> PL/2022/03656 - Wych Elm, Seend Hill, Seend, Melksham, SN12 6RU. Application Type: Householder planning permission. Proposal: The demolition of the existing workshop and erection of new steel framed workshop.</p> <p><u>Resolution:</u> Terry James proposed this application be approved with a Condition that it is for domestic use only. This was seconded by Phil Springate. All Councillors voted in favour.</p> <p><u>Application No:</u> PL/2022/ 03568 - 4 Weavers Cottages, High Street, Seend, Melksham, Wilts, SN12 6NN. Application Type: Listed building consent (Alt/Ext) Proposal: Replacement windows.</p> <p><u>Resolution:</u> William Lack proposed this application be approved. This was seconded by Jackie Hamblin. All Councillors voted in favour.</p> <p>2. The Chairman noticed that Blossom Hill site on Trowbridge Road has 3 caravans on site which is in contravention of the Conditions. Decision made on 2nd September 2021, para 4, states "No more than 2 caravans,, of which no more than 1 shall be a static caravan shall be stationed on the site at any time." The Clerk is asked to inform Planning Dept.</p> <p>3. Mrs A'Bear said that Planning Portal is not very user-friendly. When searching for planning applications, the Weekly List shows all Wiltshire planning applications. It would be useful if the Weekly List could show</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>



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	individual towns and parishes so that it is quicker to view Seend's planning applications and not the whole of Wiltshire's. Clerk is asked to take this up with Planning Dept.	
2022/101 Correspondence	<p>1. <u>New Carer Café</u>. Cllr Johnstone suggested that rather than donate, new carers are invited to come along to some of our village organisations ie. Nosh and Natter, a two course lunch meal for £7.50 held monthly in the Community Centre. Bookings can be made with Pauline Robertson on 01380-828638 or pop into the First Friday coffee mornings, held monthly on the first Friday of each month starting at 1030 in the Community Centre. No booking needed.</p> <p>2. <u>CPR Training</u>. A note has been published in Spotlight to establish the level of interest in parishioners undertaking CPR training. To be discussed at our June meeting.</p>	<p>Clerk</p> <p>Clerk</p>
2022/102 Parish Steward	<p>The Parish Steward has cleaned both Bus Shelters at Sells Green.</p> <p>The Parish Steward to be asked to clean the tubs by The Barge bridge, the Love Lane Jubilee bench, speed limit signs around the village, the fingerpost at Pile Farm (opposite the junction to New Buildings in Bolland's Hill) and the Rusty Lane sign on the wall at the junction. John Williams will tend the plants at The Barge bridge.</p>	Clerk
2022/103 Sandridge Solar Community Benefit Payment	<p>1. <u>Bicycle Lock ups</u></p> <p>A suitable location for a bike lockup at the Community Centre has proved difficult. However, The Lye Field committee are keen to have some installed. Cllr Johnstone suggested the area near the bus stop in Sells Green or by The Three Magpies could be a feasible location. Clerk is asked to forward photos of the galvanised (upgraded) bike racks to Cllr Johnstone who would enquire if The Three Magpies would be happy to have them sited at the junction to Spout Lane. It was thought people using the bus stop, pub and canal may find them useful.</p> <p>Georgina proposed the Clerk orders 2 sets of 5 racks (1 set, concreted and 1 set, bolted). This was seconded by Jackie Hamblin. All Councillors voted in favour.</p>	<p>Clerk/Cllr Johnstone</p> <p>Clerk</p>
2022/104 Platinum Jubilee	<p>1. <u>Queen's Green Canopy Project</u>. As a result of the article in Spotlight (April), 6 people have offered to plant a total of 35 trees. The next planting opportunity will be in the Autumn.</p> <p>2. <u>WI picnic</u>. The WI picnic on The Lye Field scheduled for Sunday 5th June has been cancelled.</p>	
2022/105 Statement of Accounts	<p><u>Review of DCK financial statement.</u></p> <p>The Clerk is asked to clarify the issue with DCK at our June meeting when it will be decided if we should pay the £300 and continue to use DCK.</p>	Clerk
2022/106 AGAR – Annual Governance Statement	<p>This was signed at our April meeting and this is an amended version. Acceptance of the AGAR – Annual Governance Statement was proposed</p>	Clerk

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	by William Lack and seconded by Phil Springate. All councillors voted in favour.																									
2022/107 AGAR – Annual Accounting Statement	<u>Acceptance of the AGAR</u> – Annual Accounting Statement was proposed by William Lack and seconded by John Williams. All councillors voted in favour.	Clerk																								
2022/108 AGAR – Commencement Date for the Exercise of Public Rights	Georgina A'Bear proposed the Commencement Date for the Exercise of Public Rights will run from Monday 27 th June until Friday 5 th August. This was seconded by Phil Springate. All councillors voted in favour.	Clerk																								
2022/109 Financial Matters	<p><u>Financial Matters:</u></p> <p>1. <u>Cheques for Signatures</u></p> <table border="1"> <thead> <tr> <th>CHEQUE PAYEE</th><th>AMOUNT</th><th>REASON</th></tr> </thead> <tbody> <tr> <td>Mrs S Bond</td><td>£124.80</td><td>Clerk's Back Pay (April - March 2022)</td></tr> <tr> <td>Mrs S Bond</td><td>£197.01</td><td>Holiday Pay (FY 2021-22)</td></tr> <tr> <td>Mr C Stirland</td><td>£627.32</td><td>New Clerk May Salary</td></tr> <tr> <td>Mr C Stirland</td><td>£10.40</td><td>New Clerk's Back Pay (March 2022)</td></tr> <tr> <td>Auditing Solutions Ltd</td><td>£348.00</td><td>Internal Audit - 2022</td></tr> <tr> <td>Camelot Media</td><td>£18.00</td><td>Mailbox Updates</td></tr> <tr> <td>DCK Accounting Solutions</td><td>£300.00</td><td>Preparation of Accounts - 2022</td></tr> </tbody> </table> <p><u>Resolution:</u> William Lack proposed acceptance of the cheques EXCEPT the DCK cheque until we have discussed the issues at our next meeting. Seconded by John Williams. All Councillors voted in favour.</p> <p>2. <u>Total Cash & Investments</u> to end of April 2022.</p> <p>Bank reconciliation to end April 2022 after Precept (£10,203.00) VAT refund (1026.15) and Interest (£0.21) payments received came to: £39,638.15.</p> <p>3. <u>Bank Reconciliation.</u> Georgina A'Bear asked if the bank reconciliation lay out that Sue distributed monthly could be reinstated so that Councillors have a clearer picture of what monies and donations are paid out. All agreed we needed a breakdown of individual payments. To be discussed further with Clerk at our June meeting.</p>	CHEQUE PAYEE	AMOUNT	REASON	Mrs S Bond	£124.80	Clerk's Back Pay (April - March 2022)	Mrs S Bond	£197.01	Holiday Pay (FY 2021-22)	Mr C Stirland	£627.32	New Clerk May Salary	Mr C Stirland	£10.40	New Clerk's Back Pay (March 2022)	Auditing Solutions Ltd	£348.00	Internal Audit - 2022	Camelot Media	£18.00	Mailbox Updates	DCK Accounting Solutions	£300.00	Preparation of Accounts - 2022	<p>Clerk</p> <p>Clerk</p>
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2022/110 Items for Note	<p>1. William Lack enquired about the removal of ragwort. Ragwort is particularly poisonous to cattle and horses and should be destroyed and disposed of responsibly. A note to be placed in Spotlight.</p> <p>2. Anita Heatley said the next Devizes Area Board will take place on 20th June at 6.30pm.</p> <p>3. Anita Heatley said the Seend Cleeve open gardens would take place on Sat 11 Jun 1-6pm, tickets £10.</p>	<p>Clerk</p> <p>Pam Akerman/John Williams.</p>																								

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2022/111 Date of next meeting	The Chairman thanked everyone for coming and closed the meeting 9.15pm. The date of the next meeting is 28 th June 2022 at 7pm.	



Anita Heatley (Vice Chairman)
Date: 28th June 2022

