

## SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday, 30<sup>th</sup> April 2019 at Seend Community Centre.

**Present:** Mrs G A'Bear, Mrs A Heatley, Mr T James (Chair), Mr P Manning, Mr B Nicholls, Mr J Padfield and Mrs C Vince, Mr M Wiltshire and Mr J Williams

Also present: Mrs Sue Bond (Clerk), Mr William Lack, Mr George Clarke and Mr Steve Vaux (Seend CLT)

Agenda Item		Action
2019/182 Apologies for Absence	Mrs P Akerman and Jonathon Seed	
2019/183 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) Mrs A'Bear declared an interest in the approval of the cheques, as there was a cheque made out to her for reimbursement of payment for the Neighbourhood Plan domain name renewal (iii) There were no requests for dispensations.	
2019/184 Local Councillor Matters	Councillor Seed had given his apologies, but had asked for it to be minuted that there were still two enforcement issues going on in the village that he is involved in.	
2019/185 Minutes of the Previous Meeting	1. The Minutes of the meeting held on 26 <sup>th</sup> March had been circulated to all Councillors.  1.1 <u>Resolution</u> : Acceptance of the Minutes as an accurate record was proposed by Mr Manning and seconded by Mr Padfield. Those Councillors who were present at the last meeting voted in favour of accepting the minutes	
2019/186 Matters Arising Not Already on the Agenda	1. <u>Minute no: 2019/172.6 Tree Warden</u> - The Arboricultural Officer who looks after your area is David Wyatt, Wiltshire Council.  2. <u>Minute no: 2019/165.1.1 Litter picking equipment</u> picked up by the Clerk, and various small litter picks have taken place around parish. Photos sent to Wiltshire Council Streetscene as proof of litter picking.  3. <u>Minute no: 2019/164.1</u> Electoral Review – Clerk wrote to LGBCE to request that the new division name be Devizes Rural West.  4. <u>Minute no: 2019/169.2 Collation of RTC lists</u> - The Clerk had contacted the Community Beat Officer and Wiltshire Council's Community Engagement Manager to see if they could keep a record of all RTC's that occurred in the parish, not just the ones that the Police attended or where there were injuries. Both the Police and Wiltshire Council Highways, said that this was not possible. The Highways Engineer suggested that we continue to do our own log of road accidents to help ourselves to decide on the Parish's priorities when making requests for improvements through the CATG.  5. <u>Minute no: 2019/166/3 - Dog fouling signs</u> – Mr Padfield said that he had spoken to the landowner who had the signs that explained the risk of disease to livestock from dog waste. The landowner had produced the signs himself. Cost of producing the signs was unknown. It was suggested that we try to get a template of the sign from the landowner. Mrs A'Bear asked the Clerk for a photo of the sign and she would see if she could get sponsorship from a local vet.  6. <u>Defibrillator at Sells Green</u> – The landlord of the Three Magpies has agreed to keep an eye on the defibrillator and to contact the Parish Council if sees any problems with it.  7. <u>Benches</u> – The Clerk reported that she had walked with Fritz to see what benches he would be able to renovate. It was agreed he would clean and treat the one by Dial Close and the one at the top of the Pelch once replacement slats had been purchased. On looking at the circular bench at Love's Walk, the Clerk said it was in a poorer condition than she had first	Clerk  Mrs A'Bear

	thought. This was confirmed by the Chairman who also looked at it. The Parish Council would need to decide if it should be replaced or not. This might be a possible idea for what to spend the Sandridge Solar Community Benefit money could be spent on.	
2019/187 Items for Discussion from Members of the Parish	There were no items for discussion.	
2019/188 Co-Option of Councillor	<p>1. The Chairman welcomed Mr William Lack to the meeting. Mr Lack answered a number of questions put to him by the Parish Councillors, after which he was asked to leave so that the Councillors could discuss his application to be a Parish Councillor.</p> <p>1.1 <u>Resolution</u>: Mr Manning proposed that Mr Lack be accepted onto the Parish Council. Seconded by Mrs Vince. All Councillors voted unanimously in favour. Clerk to notify Mr Lack</p>	Clerk
2019/189 Police Matters	<p>The following incidents had been reported:</p> <p>7 Mar - FTS (failure to stop) minor RTC (wing mirror damage) in High Street.  18 Mar - mini digger stolen from yard in Station Road.  22 Mar - ASB - loose animals v horse and rider - Broad Lane.  24 Mar - car v motorcycle leg injuries - A361.  24 Mar - theft of 2 bikes from driveway - High Street.  29 Mar - ASB - personal - Kennet and Avon canal.  31 Mar - car seized no tax - High Street.  7 Apr - 9.30pm - tree fell onto car in Bollands Hill.  16 Apr - 2 men seen on The Pavilion roof - escaped before police arrived.  22 April – blue car seen in ditch near G&amp;S Patios.</p>	
2019/190 Neighbourhood Plan	<p>Mrs A'Bear reported that the NPSG have been working to draw together the various parts of their evidence base which will underpin the plan and we have also been able to start drafting out plan content and policies. We held a meeting on Thursday 18<sup>th</sup> April with the CLT in which the CLT were invited for informal feedback and both groups to give updates. It went well and there is some good joint working going on. They now have a first draft of their emerging plan in which the policy content is starting to shape up. Although it is an early draft, the NPSG were happy to share this with the CLT group for them to input in the shaping and refining of the plan, in particular those policies that relate to housing in the Parish and which aim to tie in with the objectives of the CLT.</p> <p>The consultation is still open on the local green space in Dial Close.</p>	
2019/191 Seend CL&AT	<p>1. Mr George Clarke (Chairman) and Mr Steve Vaux (Director) of the Seend Community Land &amp; Asset Trust spoke of their need to have Parish Council support for their bid for funding from Homes England. They explained that they are seeking funding from Homes England to carry out a feasibility study on a possible site for building affordable housing within the Parish. This would involve a preliminary study into the suitability of the site from an ecological, topographical and geographical perspective. As this is public money, Homes England have to show due diligence has been carried out by ensuring that the Parish Council gives its support for their work. The money would be used to finance the various feasibility studies to determine if the site is suitable, any consultancy costs and to employ an architect to design the housing and draw up provisional plans. The money would be controlled by Wiltshire Council.</p> <p>1.2 Any support given by the Parish Council at this stage does not prejudice any later views it may have once the Seend CLT have a firm option on a particular site and have reached pre planning stage with a design. What it does do is allow them to take their bid to stage 2 of approval in the National Housing programme.</p> <p>1.3 Mr George Clarke (Chairman of the Seend CLT) and Mr Steve Vaux, (Director) said that the funding is necessary to further their aim to provide affordable homes within the Parish. There would still be a need to await the results of the latest housing survey that would determine the amount and type of housing that the parish felt was needed. But by applying for the funding it would ensure that the process was not delayed.</p>	

	<p>1.4 <u>Resolution</u>: Mrs Vince proposed that the Parish Council give its support to the Seend CL&amp;AT's bid for funding from Homes England to take their community housing project to the next stage. This was seconded by Mr Nicholls. All councillors voted unanimously to support bid for funding.</p> <p>Clerk was asked to draft the letter of support for the Chairman to sign.</p>	Clerk
2019/192 Highway Matters	<p>1. <u>Church Crossing</u> – the Chairman reported that he had received firmer costings for the high friction surfacing (HFS) £795 and bollards on the South side only £555, total £1350. CATG's contribution would be £600 with the remainder to be paid for by the Parish Council. After some discussion, Councillors felt that the bollards were too costly.</p> <p>1.2 <u>Resolution</u>: Mrs Heatley proposed that we just asked for the high friction surface to be done and not the bollards. This was seconded by Mr Padfield. All Councillors voted in favour.</p> <p>2. <u>Meeting with Highways Engineer</u> - The Chairman, Mr Manning, Mr Williams and the Clerk to attend.</p> <p>3. <u>Cobbled kerbstone near Seend Park</u> – The Clerk confirmed that the tarmac used to fill in the place of the broken cobblestone was a quick fix solution by Highways, and that they would be replacing the cobbles in due course.</p> <p>4. <u>Local highway town and parish meetings</u> – The Clerk reported that this annual meeting at various Wiltshire towns would be in Trowbridge on 15<sup>th</sup> May and Devizes on 13<sup>th</sup> June. Some of the Councillors will endeavour to attend one of the meetings.</p> <p>5. <u>Highways Sub-Committee</u> – a date was set for a meeting to discuss what highway initiatives could be implemented in the Parish. Date set is: Friday 10<sup>th</sup> May. The Committee to report back at the next meeting.</p>	Highways Sub-Committee
2019/193 Planning Matters	<p>1. <u>Application Ref: 19/03452/TCA</u> Site Location: 17 Dial Close, Seend SN12 6NP Proposal: Fell small pine tree next to driveway.</p> <p>1.1 <u>Resolution</u>: Mrs Heatley proposed that this planning application be approved. Seconded by Mr Nicholls. All Councillors voted in favour.</p> <p>2. <u>Application Ref: 19/04251/TCA</u> Site Location: Badbury House, High Street Seend Proposal: Holm Oak Tree- reduce crown by 30%</p> <p>2.1 This application came in after the agenda was circulated, but Councillors agreed it was straight forward enough to vote on.</p> <p>2.2 <u>Resolution</u>: The Chairman proposed that this planning application be approved. Seconded by Mr Padfield. All Councillors vote in favour.</p>	
2019/194 Annual Parish Meeting	<p>The Annual Parish Meeting will take place on Monday 20<sup>th</sup> May at 7.30pm. Refreshments will be served from 7pm. The Clerk confirmed that she had sent personal invites to those clubs and organisations who presented reports last year. Mrs A'Bear suggested that the CLT ought to be invited as well. Clerk to action. The Chairman and Vice Chairman confirmed they would be willing to stand again, if the rest of the Councillors supported them.</p>	Clerk
2019/195 Best Kept Village Competition	<p>Mr Williams confirmed that he had entered Seend into the CPRE Best Kept Village Competition and had received posters and details of what the judges were looking for in a well-kept village. The first round of judging would take place in early summer. There was a discussion on what could be done to tidy up the village. The posters would be put around the village advertising our entry. The Clerk to put a note in Spotlight asking residents to tidy up the frontage of their houses and the pavements. Litter picking along the High Street to be carried out. The Clerk would tidy up the noticeboards to ensure there were only current notices and to take down notices on telegraph poles.</p>	All Councillors
2019/196 Area Board	<p>1. Mr Williams attended the meeting. He reported that there was an update on the Melksham Campus. They hoped the plans would be</p>	

	<p>approved by the end of the year with work starting in Spring 2020 and to be finished in Spring 2021.</p> <p>2. Councillor John Hubbard would be standing down as chairman of the Area Board. It is not known yet if Councillor Seed will take his place.</p> <p>The next meeting is on 5<sup>th</sup> June and will take place at the Community Centre in Seend.</p>																			
2019/197 Correspondence	<p>1. <u>Salvation Army</u> letter asking if the Parish would be willing to house a clothing bank. Councillors felt that there was not anywhere suitable for it to go, and there were already clothing banks at the School and in the car park of The Barge pub in Seend Cleeve. Clerk to respond.</p> <p>2. <u>CPRE campaign</u> – a resident had suggested that the Parish Council might like to give a donation to support CPRE’s campaign to get a deposit return system for all drinks containers introduced. Whilst a worthy campaign, Councillors did not wish to make a financial donation, but they would give its support to the online petition.</p> <p>3. <u>CPRE AGM</u> – 20<sup>th</sup> June at Bowood. The Clerk said that as we were members, any Councillor could attend.</p> <p>4. <u>Freight Management</u> – Wiltshire Council has announced that it needs to prepare a fourth Local Transport Plan (LTP4) to cover the local plan period up to 2036. As part of the development of the LTP4, the freight strategy will need to be reviewed and replaced with a more realistic and contemporary approach that takes account of recent national transport policy changes. In order to have the manpower to do this, ongoing freight studies will be concluded but no further freight management studies will be commenced.</p> <p>5. <u>Dog Waste bin request</u> from a Seend Cleeve resident. This was discussed by Councillors, but as Wiltshire Council no longer provide new bins for new locations and service them, Councillors felt that this request could not be supported.</p> <p>6. <u>Footpath from The Stocks to Seend</u> – a resident had requested that the verge be cut. The Clerk to report it through MyWiltshire. Councillors also suggested that another treatment of weedkiller could be sprayed on the verge.</p>	<p>Clerk</p> <p>Clerk</p>																		
2019/198 Financial Matters	<p>1. There were 6 cheques for signature:</p> <p><u>Cheques for Signatures</u></p> <table border="0"> <tr> <td>Camelot Media</td> <td>£ 12.00</td> <td>NPSG website updates</td> </tr> <tr> <td>The DefibStore</td> <td>£ 84.00</td> <td>Smart pads for defibrillator</td> </tr> <tr> <td>Parkrun Ltd</td> <td>£ 50.00</td> <td>Contribution to set up of Melksham Junior parkrun</td> </tr> <tr> <td>Mrs S Bond</td> <td>£606.58</td> <td>Clerk’s March salary &amp; home working allowance</td> </tr> <tr> <td>Mrs G A’Bear</td> <td>£54.23</td> <td>Domain name renewal for NP</td> </tr> <tr> <td>Camelot Media</td> <td>£42.00</td> <td>NPSG website updates</td> </tr> </table> <p>1.1 <u>Resolution</u>: Mr Manning proposed acceptance of the cheques. Seconded by Mr Padfield. All Councillors voted in favour.</p> <p>2. Bank Reconciliation to end of March 2019 - £10,013.85</p> <p>Mrs A’Bear said that there were earmarked reserves for the work of the NPSG of £3,254, which meant that the actual PC’s reserves were down to about £7,000.</p> <p>3. The Clerk reported that she had taken the accounts file to the accountants for the preparation of the accounts which should be ready by the May meeting.</p>	Camelot Media	£ 12.00	NPSG website updates	The DefibStore	£ 84.00	Smart pads for defibrillator	Parkrun Ltd	£ 50.00	Contribution to set up of Melksham Junior parkrun	Mrs S Bond	£606.58	Clerk’s March salary & home working allowance	Mrs G A’Bear	£54.23	Domain name renewal for NP	Camelot Media	£42.00	NPSG website updates	
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2019/ 199 Items for note	<p>1. Manhole cover outside White House in Martinslade is in poor condition. Clerk to report it through MyWiltshire.</p> <p>2. Rusty Lane – Mr Manning asked if there was an update on when the wall of the new vicarage would be fixed. The Clerk to check with the Church Warden.</p>	<p>Clerk</p> <p>Clerk</p>																		

	3. Seend Fete proceeds – Mrs A' Bear said that the Seend Fete committee had decided that this coming year's fete proceeds should be spent on a community project and had asked for ideas through Spotlight	
	4. Next Meeting - Room to be set up by: Mrs Heatley	
2019/200 Date of next meeting	There being no other business, the Chairman closed the meeting at 9.16pm  The date of the next meeting is 28 <sup>th</sup> May 2019	

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**CHAIRMAN**  
**Date: 28<sup>th</sup> May 2019**