

## SEEND PARISH COUNCIL

Minutes of the virtual meeting held on Tuesday 24th November 2020. 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 and Mr J Williams.

**Also Present:** Sue Bond (Clerk), Councillor Jonathon Seed, Tamara Reay and two parishioners.

Agenda Item		Action
2020/163 Apologies	Mr Paul Manning and Mr Martin Wiltshire	
2020/164 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) There were no declarations of interest in items on the agenda.	
(iii) Requests for Dispensation	(iii) There were no requests for dispensations.	
2020/165 Local Councillor Matters	<p>1. Councillor Seed reported that he had successfully lobbied to get an extension to the consultation period for the proposals for the Melksham Bypass. It has now been extended until 17<sup>th</sup> January 2021.</p> <p>2. He was asked about the CLT planning application for affordable housing at Park Farm. He said that final approval was waiting on the signing of the S106 agreement that confirms that the housing will be affordable homes with priority to Seend and then after that to neighbouring parishes. He suspected that whilst all the main parties had probably signed the agreement, the delay was likely with the lawyers. The Clerk confirmed that this was what George Clarke, Chairman of the Seend CLT had also told her.</p> <p>3. Tamara Reay introduced herself as Councillor Seed's replacement Conservative candidate when he steps down next May at the local government elections. She lives in the Marlborough area, but has worked in Devizes for many years. She confirmed that if elected she would do her utmost to protect Seend's interests when we are moved to the Devizes electoral division next May and into Devizes Area Board. She said that Wiltshire Council had today, announced its decision on the Area Board boundary review and confirmed that Seend Parish would be moving from the Melksham Area Board into the Devizes Area Board.</p>	
2020/166 Minutes of the Previous Meeting	<p>The Minutes of the meeting held on 27<sup>th</sup> October had been circulated to all Councillors.</p> <p><u>Resolution:</u> Acceptance of the Minutes as an accurate record was proposed by Mr Lack and seconded by Mrs Akerman.</p>	
2020/167 Matters Arising Not Already on the Agenda	<p>1.1 <u>Rew Farm Noticeboard</u> – The Clerk had got a number of quotes and had shared the options with the Chairman. A man-made timber noticeboard with the capacity to take 6 x A4 posters in a portrait was the Clerk's preferred option as she felt that this would fit well on the framework currently in place. She apologised for not circulating all the choices to all the councillors, but said that she would circulate all the details to all Councillors. The chairman concurred that this was probably the best choice out of all that he was shown.</p> <p>1.2 <u>Resolution:</u> The Chairman proposed that the man-made timber noticeboard is purchased. Seconded by Mr Padfield. All Councillors voted in favour.</p> <p>The Clerk said that if it were to be purchased soon, then a cheque may need to be raised before the next Parish Council meeting. The Councillors were happy with this course of action.</p> <p>2. <u>Website:</u> A page dedicated to the Melksham Bypass consultation has</p>	Clerk

	<p>been put on the Parish Council website.</p> <p>3. <u>Pothole at the top of Bollands Hill</u>: This was mentioned by Mr Nicholls at the last meeting. This has now been fixed. Mrs Heatley said that another one that she had reported on MyWiltshire had also been fixed.</p> <p>4. <u>Planning White Paper</u>: The Clerk reported that she had submitted the Parish Councils comments.</p>	
2020/168 Police Matters	<p>1. <u>Incidents</u> 6 Oct – 23.30 – Unknown suspects have stolen a silver (with turquoise writing) electricity-assisted mountain pedal cycle that was secured to the front of a barge. Value £900.</p> <p>20 Nov – white van ran into the back of parked car in the High Street which pushed it into the back of another car which was pushed into the front garden wall.</p> <p>2. The Wiltshire Police Rural Crime Team has been working closely with policing teams and partner agencies across the county to tackle increase in rural crime. Report all rural crimes, however small, via 101 or 999 if a crime is in progress.</p> <p>3. This week (23 Nov) a promotional campaign has started encouraging people to sign up to Community Messaging using radio, leaflets/posters and social media. They are keen that people who have cctv at their home or business, sign up and add the cctv owner/operator box so that they can be contacted quickly if help is needed with an investigation or looking for a missing person. A leaflet will be published and our Clerk will place a copy on our noticeboards.</p> <p>4. Bobby Van - this is a free service for anyone aged 60 or over (or younger if vulnerable through health or disability). They can do security checks, change locks, install door security chains, door viewers, window locks etc. They also offer free fire risk assessment on behalf of Dorset and Wiltshire Fire and Rescue Service and can fit new alarms at no charge. They are police-vetted volunteers. See <a href="http://www.bobbyvan.org">www.bobbyvan.org</a> or contact 01380-861155, email: <a href="mailto:bobbyvan@wiltshire.pnn.police.uk">bobbyvan@wiltshire.pnn.police.uk</a> or write to The Wiltshire Bobby Van Trust, Devizes Police Station, New Park Street, Devizes, Wilts SN10 1DZ</p> <p>5. The Police and Crime Plan for 2017-2022 has now been published. It sets out how the funding is spent and identifies 4 priority areas, that is (1) to prevent crime and keep people safe, (2) protect the most vulnerable, (3) put victims, witnesses and community at the heart of everything and (4) secure a quality police service that is trusted and efficient.</p>	Clerk
2020/169 Neighbourhood Plan	<p>1. Mrs A'Bear said that she had received an email on 19<sup>th</sup> November from the RICS stating that an application has been made to the Neighbourhood Planning Independent Examiner Referral Service. This was followed on 24<sup>th</sup> November by an email giving reference to 4 examiners to be chosen from. The examination will take approximately 5 - 7 days and they are looking to undertake this in December 2020/January 2021. The examination has been described as: "<i>Non-contentious plans which will be dealt with by written representation</i>".</p> <p>2. The Seend Parish Plan website hosting and domain name is up for renewal in January 2021, and Mrs A'Bear had looked into getting all the information transferred to a page on the Parish Council website, rather than renew it. She had got a quote from Camelot Media who currently manage the NP website. However, when the idea was discussed (via emails) with the NPSG, some of the members felt it might be better to continue with the separate website. A number of Parish Councillors agreed that this might be the best plan. Mrs A'Bear to renew the Seend Parish Plan domain name in January.</p>	Mrs A'Bear
2020/170 Melksham Bypass	<p>1.1 All the Councillors had been circulated with a copy of the draft response to the consultation. This had been prepared by the Clerk with the help of Mrs Heatley and Mrs A'Bear.</p> <p>1.2 In the conclusion, the response urged Wiltshire Council not to choose</p>	

	<p>route option 10d. Mrs A'Bear felt that as we had raised concerns about both route 10d and 10c, we should object to both. This was supported by some Councillors, whilst others were concerned it might dilute our objections to 10d. The Clerk said she could amend the wording in a way that would not jeopardise this.</p> <p>1.3 Some Councillors also felt that the route options on the western side should be highlighted more strongly with a sub-heading as had been done with routes 10c and 10d.</p> <p>1.4 Subject to these minor changes being made to the draft, the Councillors were happy with the response and agreed for it to be submitted.</p> <p>1.5 Once she had made the changes, the Clerk to show the Chairman and Vice-Chairman for one more check before it is submitted.</p> <p>2. All Councillors were urged to send in their comments individually as this would add weight to the opposition to the routes that would have most impact on the Parish.</p>	
2020/171 Highways	<p>1. <u>Stocks to Seend Path</u> – as requested by Councillors at the last meeting, the Clerk had asked if more detailed costings could be provided for upgrading the Stocks to Seend footpath. Mr Stansby said that they did not have the capacity to produce a robust estimate, but had done his own calculations and had suggested a figure in the region of £225,000. The Councillors had agreed at the last meeting that it was likely to be too expensive to pursue. Mr Stansby also suggested that we should contact the highways engineer if we wanted to carry out additional maintenance work. Clerk to action</p> <p>2. <u>White Lining</u> - This has now been carried out around the parish at the agreed locations. The white line had been painted along the private driveway by the Post Office, a slow sign had been painted by New Buildings and on Bell Hill.</p> <p>3. <u>A Highway Improvement Request</u> had been submitted requesting that a high friction surface be painted on the crossing point between the dropped kerbs at the eastern end of the High Street between Spout Lane and Inmarsh Lane. This should be discussed at the next CATG meeting which is on 3<sup>rd</sup> December. The Chairman said he will attend the meeting.</p> <p>4. <u>Ditch in Inmarsh Lane</u> - The Clerk said she'd had a response from Highways following a residents request to have the piped section removed. They said that any work carried out to remove the piped section of the ditch would have to be undertaken privately and that responsibility for the ditch would return to the landowner. They also recommended streetworks accredited contractors who would have experience in carrying out such work. Mrs A'Bear confirmed that the landowner had now contacted these contractors requesting a feasibility study. She would keep the Parish Council updated on progress here.</p>	<p>Clerk</p> <p>Mrs A'Bear</p>
2020/172 Planning Applications	<p>1. <u>Application Ref: 20/06741/FUL and 20/07243/LBC</u> Site Location: The Bell Inn, Seend SN12 6SA Proposal:- Alterations and subdivision to form 3 dwellings</p> <p>1.1 The Clerk reported that she had received some initial comments from the Conservation Officer. These had been circulated to the planning sub-committee. Mrs Heatley and the Chairman both felt that the revised plans gave much more information to be able to form a better understanding of how the Bell Inn could be split into 3 properties whilst still retaining the heritage features of the building.</p> <p>1.2 <u>Resolution:</u> Mrs Heatley proposed that this revised application be approved. Seconded by Mrs Vince. All Councillors voted in favour.</p>	
2020/ 173 Tree Matters	<p>1.1 <u>Copse at Dial Close</u> - The Clerk had got 3 quotes from tree surgeons to carry out some tree maintenance work to the copse of trees in Dial Close. Wiltshire Tree Surgery (Trevor Hale), West Country Tree Services (Melksham) and Conservation Contractors (Marston). Councillors agreed that the tree surgeon most local to Seend (Trevor Hale) should be chosen to do the work.</p>	

	<p>1.2 <u>Resolution</u>: The Chairman proposed that Wiltshire Tree Surgery should be appointed to carry out the work on the basis that he would do the work over a period of time as his workload dictated. Seconded by Mr Lack. All Councillors voted in favour.</p> <p>1.3 The Clerk said that she would need to confirm with Highways, that they would be happy with their chosen tree surgeon and to find out how we can get planning permission on land that we do not own.</p>	Clerk															
2020/ 174 Rights of Way Correspondence	<p>1. This agenda item was carried over from the October meeting.</p> <p>1.1 A letter had been received from Keevil Parish Council suggesting that there should be co-operation between parishes to help maintain rights of way that crossed parish boundaries. During this Covid19 pandemic it was noted that there was an increase in people walking the rights of way network. The Rights of Way team at Wiltshire Council were already over-stretched with maintaining the PRow network.</p> <p>1.2 Mrs Vince, the PC's footpath officer, said that she had made the first contact with Keevil Parish Council to begin discussions. She will report back at the next meeting.</p> <p>2. <u>Kissing Gate</u> on field owned by <u>Seend Manor</u>. Mrs Vince said that she had been contacted by the farmer, David Smith, who said that the wooden gate was rotten and needed replacing. He grazes cattle on this field, and was concerned that the field was no longer stock-proof. Mr Lack said that he had contacted the owners of Seend Manor to see if they can get the gate replaced.</p> <p>3. The Clerk said that there was a stile on SEEN30 that was in a poor condition and needed replacing. Mr Williams mentioned that there were two dead trees along the bridleway in Rusty Lane that needed looking at. Mrs Vince said that she would contact the Rights of Way Warden at Wiltshire Council.</p>	<p>Mrs Vince</p> <p>Mr Lack</p> <p>Mrs Vince</p>															
2020/175 Correspondence	<p><u>Census 2021</u> – The Clerk reported that she had received notification that a census would be carried out in 2021. The organisers wanted to enlist the help of all town and parish councils in raising awareness about the census. They want to be able to tap into local knowledge and understanding of the local areas. Mrs Akerman and Mr Williams agreed to become the local parish contacts for the Census 2021.</p>																
2020/176 Precept Setting 2020-21	<p>1.1 The Precept budget meeting took place on 10<sup>th</sup> November with five Councillors on the Precept budget committee. The Clerk had prepared a mid-year budget spreadsheet, to show how current expenditure was on track with expectations and where there were likely to be overspends. Each budget heading was discussed with recommendations for some increases to cover inflation and others to remain the same or be reduced.</p> <p>1.2 The Precept budget committee recommended that the Precept remain the same at £20,381 for the 2021-2022 financial year. There was some re-allocation of the amounts in the various budget headings but that there was no need for it to be increased.</p> <p>1.3 <u>Resolution</u>: Mrs Vince proposed that the 2020-2021 Precept should be £20,381. This was seconded by Mr Williams. All Councillors voted unanimously in favour of approving the Precept Budget. The Chairman will need to sign the Precept application form and then the Clerk to send to Wiltshire Council</p>	Chairman/Clerk															
2020/177 Financial Matters	<p><u>Financial Matters</u>:</p> <p>1. <u>Cheques for signature</u></p> <table> <tr> <td>Wiltshire Council</td> <td>£90.03</td> <td>Church Crossing high friction surface</td> </tr> <tr> <td>Beechfield Reclamation</td> <td>£563.82</td> <td>Oak Slats for 3 x benches</td> </tr> <tr> <td>Mrs S Bond</td> <td>£619.21</td> <td>Clerk Nov Salary</td> </tr> <tr> <td>JDH Gardening</td> <td>£215.00</td> <td>Cutting of Allotment hedge and installation of circular bench.</td> </tr> <tr> <td>Mrs S Bond</td> <td>£619.21</td> <td>Clerk Dec Salary (post-dated)</td> </tr> </table> <p>1.1 <u>Resolution</u>: Mr Nicholls proposed acceptance of the cheques. Seconded by Mrs Heatley. All Councillors voted in favour</p>	Wiltshire Council	£90.03	Church Crossing high friction surface	Beechfield Reclamation	£563.82	Oak Slats for 3 x benches	Mrs S Bond	£619.21	Clerk Nov Salary	JDH Gardening	£215.00	Cutting of Allotment hedge and installation of circular bench.	Mrs S Bond	£619.21	Clerk Dec Salary (post-dated)	
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	2. <u>Bank Reconciliation</u> to end of October 2020 - £32,033.64	
2020/178 Items for Note	<p>1. <u>War memorial</u> – Mrs Heatley said that it would be the 100<sup>th</sup> anniversary of the Seend Parish War Memorial on 8<sup>th</sup> February and that the Royal British Legion would be organising a commemorative service. She said that the War Memorial could do with refreshing and had asked the Clerk to get a quote for it to be cleaned. The Clerk reported that she had got a quote from James Long, Monumental Stonemasons. The cost would be £750 plus VAT. This would include the re-engraving of one of the soldiers names. It should have been G Akerman, rather than C Akerman that had wrongly been scribed.</p> <p>1.1 <u>Resolution</u>: Mrs Vince proposed that the work should be carried. Seconded by Mr Padfield. All Councillors voted in favour.</p> <p>2. <u>Remembrance Sunday</u> – The Chairman said that he had lain the Parish Council wreath on Remembrance Sunday at a well attended but socially distanced outdoor service of Remembrance.</p> <p>3. <u>Speeding motorbikes</u> – Mr Padfield reported that there were an increasing number of speeding motorbikes along the A365. Mrs Heatley said that she could notify our PCSO if he could provide a bit more information. Mr Padfield said he would record the times of day that it was more regularly happening.</p> <p>4. <u>Melksham Area Board</u> – the next meeting is on 14<sup>th</sup> December. Mr Williams said he would attend.</p> <p>5. <u>DoE Community Work</u> – the Clerk reported that there were two young parishioners who were currently taking part in the Duke of Edinburgh Award Scheme. The community element of this award requires them to undertake some form of community work over a number of weeks. One young girl, from Seend was clearing the overgrowth of vegetation at the back of the school. Another, from Seend Cleeve will be doing some renovation work on the red phone box in Seend Cleeve and tidying up the book library contained within it.</p>	Mr Williams
2020/179 Date of next meeting	<p>The Chairman thanked everyone for coming and closed the meeting at 9.40pm.</p> <p>The date of the next meeting is 26<sup>th</sup> January 2021</p>	

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Terry James, Chairman

Date: 26<sup>th</sup> January 2021