

SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday, 27th February 2018 at Seend Community Centre.

Present: Mrs G A'Bear, Mrs P Akerman, Mrs A Heatley, Mr T James, Mrs J McManus, Mr J Williams and Mr M Wiltshire.

Also present: Councillor Seed, Mrs Sue Bond (Clerk), Mr P Manning and Mr J Padfield

Agenda Item		Action
2018/178 Apologies for Absence	Mrs Vince	
2018/79 Declaration of Lobbying	(i) There were no declarations of changes to the Register of Interests. (ii) Declarations of Interest in items on the Agenda. (iii) There were no requests for dispensations.	
(i) Declaration of changes to the Register of Interests (ii) Declaration of interest in items on the Agenda (iii) Requests for Dispensation		
2018/180 Co-Option of Councillors	1. The Chairman proposed that Mr Paul Manning be co-opted onto the Parish Council. This was seconded by Mrs McManus. All councillors voted unanimously in favour. 2. Mrs A'Bear proposed that Mr Barry Nichols be co-opted onto the Parish Council. This was seconded by Mrs Heatley. At a vote, Mrs McManus abstained, but all other councillors voted in favour. 3. Mrs Heatley proposed that Mr John Padfield be co-opted onto the Parish Council. This was seconded by Mr Wiltshire. All Councillors voted unanimously in favour. The new Councillors present signed their Declarations of Office.	
2018/181 Local Councillor Matters	1. <u>Budget</u> - Councillor Seed reported that Wiltshire Council's budget proposals for the 2018-19 financial year had been approved. 2. <u>Seend CLT</u> - He reported that he had had a positive meeting with Mr George Clarke, Chairman of the steering group of the Seend CLT and all was progressing well. 3. <u>Blossom Hill</u> – A councillor mentioned that there seemed to be 3 caravans currently on site, the original one and two new. Councillor Seed said that once the construction of the site was completed, there should then just be one static caravan, a day room and one mobile caravan on the site.	
2018/182 Items for Discussion from Members of the Parish	There were no items for discussion submitted by members of the Parish	
2018/183 Minutes of the Previous Meeting	1. The Minutes of the meeting held on 30 th January 2018 had been circulated to all Councillors. 1.1 <u>Resolved</u> : Acceptance of the Minutes as an accurate record was proposed by Mrs Heatley and seconded by Mr Wiltshire. Mr Manning and Mr Padfield did not vote as they had not attended the meeting. All other Councillors present unanimously approved the minutes.	
2018/184 Matters Arising Not Already on the Agenda	1. <u>Spout Lane Bridge Minute 17/134.3</u> – The Clerk reported the C& RT had been made aware of the structural problems and that they had responded saying they would make a site inspection. Mrs A'Bear said that we would need to keep an eye on the bridge and, if no action was taken in the next six months, to contact the C&RT again. 2. <u>Defibrillator Minute 17/171.1</u> – The Clerk confirmed that this had now been installed by the electrician, and that it was now registered on the SW Ambulance Services register and the CHT's WebNos. The Clerk said she had been shown how to do the weekly checks by Mr Wood, and that he had agreed to do a training session in the Brewery.	

	<p>3. <u>Webmail Minute 2017/145.1.2</u> – The Clerk reported that after some initial teething problems all the Councillor email addresses seemed to be working. She would start using the councillor email addresses only from now on. All Councillors were asked to delete all Parish Council email correspondence from their personal computers and any emails they wanted to keep to be forwarded to their council email address. The Clerk reported that she was also contacting all former councillors and the retired Clerk asking them to delete all parish council correspondence and paperwork from their personal computers. When a Councillor leaves the Parish Council, their email address and contents would be deleted.</p> <p>4. <u>Bench in The Lye Bus Shelter Minute 2017/137.3</u> – It was reported that this had now been erected.</p> <p>5. <u>Cattle Straying Minute 2018/174</u> - The Clerk reported that Wiltshire Council's Animal Health team had met with the tenant farmer and the boundary fence was inspected. It was hoped that the cattle would not escape again, but that if they did so, then residents need to report to the Clerk when and where the cattle were straying, so that the Clerk can pass on the information to Wiltshire Council.</p> <p>6. <u>WW1 Commemorative Trees Minute 2018/172</u> - Councillors are still looking for possible locations to add to those options already being considered.</p>	
2018/185 Police Matters	<p>Mrs Heatley gave the following Police report:</p> <p>1. Melksham Rural Police report that they currently have two DJI Inspire 1 drones that can be equipped with a HD camera or a thermal imaging camera. Each drone has approximately 18 minutes flight time per battery and is able to reach a top speed of 49mph. These drones are used to search large open areas for missing people or offenders, aerial photography of crime scenes and road traffic collisions, intelligence gathering for warrants and over-watch for high risk policing operations on the ground.</p> <p>2. <u>Crimes for January and February:</u></p> <ul style="list-style-type: none"> • 17 Jan - FTS RTC at Sells Green. • 23 Jan – One vehicle RTC on Seend Hill. Male arrested DUI (Driving under Influence). • Vehicle stopped in High Street, Seend – Male arrested DUI. • Between 9-11 Feb – in High Street, Seend, suspect stolen the lead downpipe from front of a property. • 12 Feb at 11pm – an unaccompanied, large dark Border collie type dog killed a pregnant ewe and her unborn lamb and forced another sheep into the canal which also died after being rescued by local boaters. Another sheep was left in severe shock and distress. The incident happened in a field adjacent to Little Foxes, Rusty Lane and after the attack the dog was seen to walk down the narrow pathway leading to Seend school. If you recognise the description of the dog, ring the police on 101 or Crimestoppers anonymously on 0800 555 111 quoting crime reference number 54180013877. PCSO Janet Gould is the nominated officer dealing with this. For any incident that could potentially cause an accident or endanger human life you should call 999. For incidents of stock worrying, ring 101. • 13 Feb – on Nextdoor Seend website – Windsmere Stone & Granite in Sells Green have been scouted by potential thieves again – a small, 3-door blue/green Toyota with a black sunroof, Registration R433 GMR was driven very fast into the stone yard, ignoring the bollards and the clear signage prohibiting drivers and roaming visitors and CCTV cameras. When the trespasser was approached and told to leave the yard he responded in a strong Irish accent that he was looking for his dog. • 	

<p>2018/186 Neighbourhood Plan and CLT</p>	<p>1. <u>Neighbourhood Plan</u> – Mrs A'Bear reported that they had recently had a closed meeting to go through the review prepared by the Consultants. This was being followed up with a workshop organised by the Consultants on 8th March. Mrs A'Bear said they would have a presence at the C&RT Lock Open Day on 10th March. The NPSG will be there to promote awareness of the NPDP process and in particular to consult on local green spaces.</p> <p>2.1 <u>Community Land Trust Update</u> – Councillors had been circulated with a revised draft agreement. A number of amendments had been made to address concerns that some Councillors and residents had. These amendments had been approved by Mr George Clarke, Chairman of the Seend CLT Steering Group and also by the Neighbourhood Plan Steering Group.</p> <p>2.2 <u>Resolution</u>: Mrs McManus proposed that the Parish Council formerly adopt the "Proposals and Recommendations for Establishing a Seend Community Land Trust" with the agreed amendments. This was seconded by Mrs Heatley. At a vote, the Chairman, Mrs A'Bear, Mrs Heatley, Mrs Akerman, Mrs McManus, Mr Williams and Mr Wiltshire voted in favour. Mr Manning and Mr Padfield abstained from voting.</p>	
<p>2018/187 Highway Matters</p>	<p>1. <u>Church Crossing</u> – Councillor Seed confirmed that work on this would begin towards the end of March and should be completed in this financial year.</p> <p>2. <u>High Street resurfacing</u> – It was understood that the resurfacing of the High Street would be done in two stages, the first being from Seend Fork to the top of Spout Lane in the financial year 2018-19 and the second stage from Spout Lane to the pinchpoint by School Road in 'subsequent financial years'. Mrs McManus asked Councillor Seed if he could get clarification on what subsequent financial years meant and whether Highways could be a bit clearer on this. <u>Resolved</u>: Councillor Seed said he would speak to Highways and report back.</p> <p>3. <u>Bell Hill Road Safety Proposals</u> – It was noted the Parish Council should have a clearer idea on whether this could be centrally funded after the next CATG meeting on 8th March.</p> <p>4. <u>Highways Sub-committee</u> – Mrs McManus said that she would like to put together a list of proposed highway safety initiatives that the Parish Council could implement and to consult with residents on what they would like to have done. She would also refer to the SRSI report. Mr Manning and Mr Williams agreed to be on the sub-committee. <u>Resolved</u>: A meeting to be arranged by Mrs McManus</p> <p>5. <u>Barge Bridge</u> – Following a site meeting with the Highways Engineers, a recent email from them said they proposed to install a number of manhole rings that would be filled with stone and topped with soil for planting.</p>	<p>Councillor Seed</p> <p>Mrs McManus</p>
<p>2017/188 Great British Spring Clean</p>	<p>1.1 The Clerk reported that she had prepared a risk assessment and a health and safety briefing for the event. Mrs McManus and Mr Williams would co-ordinate volunteers in Seend, Mrs Akerman in Sells Green and the Clerk in Seend Cleeve. It was agreed that we would not take up Wiltshire Council's offer to use their litter picking equipment as the collection and returning of it was going to prove difficult.</p> <p>1.2 However, the Clerk did say that we would be advised by Wiltshire Council on whether the event should be cancelled due to snow. She would contact the co-ordinators on Thursday afternoon, once she has heard from Wiltshire Council. Should the event be cancelled, the co-ordinators would still wait at the meeting points for 15 minutes to notify people of the cancellation.</p>	<p>Clerk</p>
<p>2017/189 Area Board</p>	<p>Mr Williams attended the Area Board meeting on the 7th February. An update on the Melksham Campus and work on St George's Playing Fields was given. The next meeting is on 11th April. Mr Williams to attend.</p>	<p>Mr Williams</p>
<p>2018/190 Planning Matters</p>	<p>1. <u>Application Ref: 18/01252/TCA</u> Application for Work to Trees in a Cons Area Site Location: 15 Dial Close, Seend SN12 6NP Proposal:- T1 - Yew tree - light trim T2 - Cherry tree - remove 2 lower branches T3 - Ash tree - remove 2 lower branches T4 - Ash tree - remove 3 lower branches</p> <p>1.1 The Councillors discussed the above planning application. The Clerk</p>	

	<p>reported that the Planning Officer had confirmed that the Tree Officer had had an onsite meeting with the applicant and that he was content with the current proposals.</p> <p>1.2 <u>Resolution</u>: Approval of this planning application was proposed by Mr Padfield and seconded by Mr James. All councillors voted in favour.</p> <p><u>2. Application Ref: 18/01086/TCA</u> Application for Work to Trees in a Cons Area Site Location: The Vicarage, High Street, Seend, SN12 6NR Proposal:- T1 - Horse chestnut tree – fell T2 - Sycamore tree - reduce long lateral limbs by 30%</p> <p>2.1 Councillors discussed this planning application at length. Concern was expressed that the applicant had said it was not in a Conservation Area when it was. Also that the grounds for felling the Horse Chestnut tree, which has a Tree Preservation Order on it, were not compelling enough to warrant the felling of such an old tree. The tree is not diseased. There was high amenity value for the tree which has been clearly recognised by the TPO.</p> <p>2.2 Councillors decided to vote on the application in two parts. <u>Resolution 1</u>: Mr Williams proposed that the pruning of the Sycamore tree be approved. This was seconded by Mr Manning. Mrs McManus abstained, but all other Councillors voted in favour.</p> <p>2.3 <u>Resolution 2</u>: Mrs McManus proposed that the felling of the Horse Chestnut tree be opposed. This was seconded by Mrs Heatley. All Councillors voted unanimously to oppose the felling of the Horse Chestnut tree.</p> <p>3. In addition to notifying the Planning Officer of the Parish Council's decision, the Clerk was asked to check with the Planning Officer whether the Tree Officer had carried out a site inspection.</p>	Clerk												
2018/191 Asset Register	<p>1. All Councillors had been circulated a copy of the revised Asset Register.</p> <p>1.1 In the 2016-17 Internal Audit Report, it was recommended that <i>"the Asset Register detail should be amended to identify both the Annual Return values for individual assets as well as insured values."</i></p> <p>1.2 The Clerk said she had made the necessary amendments where individual values were known and values where it was combined.</p> <p>1.3 <u>Resolution</u>: Adoption of the 2018 Asset Register was proposed by Mrs A'Bear and seconded by Mrs Akerman. All Councillors voted in favour.</p>													
2018/192 Correspondence	<p>The Clerk reported that she had received an email from a resident of Seend Cleeve who had expressed concern that drivers were using the bridleway between by Ferrum Towers as a cut through from the Pelch to the Barge. As a registered bridleway, there is no vehicular right of access along this route. The bridleway is well used by walkers and children playing and cars driving down here presents a real danger to pedestrians. Wessex Water had kindly put up signs stating that there is no access, and Wiltshire Council's Right of Way department will be providing signage in due course.</p> <p>The Clerk offered to put a notice in the next issue of Spotlight.</p>	Clerk												
2018/193 Financial Matters	<p>1. There were 4 cheques for signature:</p> <p><u>Cheques for Signatures</u></p> <table border="0"> <tr> <td>Wright Electrical -</td> <td>£100</td> <td>Installation of Seend Cleeve Defibrillator</td> </tr> <tr> <td>SLCC</td> <td>£36</td> <td>GDPR webinar for the Clerk</td> </tr> <tr> <td>Place Studios Ltd</td> <td>£1,229.64</td> <td>Neighbourhood Plan Support</td> </tr> <tr> <td>Mrs S Bond</td> <td>£488.38</td> <td>Clerk February Salary</td> </tr> </table> <p>1.1 <u>Resolution</u>: Acceptance of the cheques was proposed by Mr Williams and seconded by Mrs A'Bear. All Councillors approved.</p> <p>2. Bank reconciliation to end of January 2018 - £17,845.61</p>	Wright Electrical -	£100	Installation of Seend Cleeve Defibrillator	SLCC	£36	GDPR webinar for the Clerk	Place Studios Ltd	£1,229.64	Neighbourhood Plan Support	Mrs S Bond	£488.38	Clerk February Salary	
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2018/194 Items for note	<p>1. Mr Wiltshire reported that Jamie Hiscox had replaced one of the slats on the bench at the top of The Pelch. And that he had tidied up the triangle around the top of Spout Lane and at the top of Inmarsh Lane. The Clerk was asked to send a letter of thanks.</p>	Clerk												

	<p>2. Mrs Heatley reported that she had seen a piece in the local paper about The Bell. It stated that Wadworth are to submit plans for an alternative use of The Bell Inn after failing to find a buyer. The Parish Council has yet to receive any details from the Planning Department of Wiltshire Council of what these alternative plans are.</p> <p>3. The Chairman reminded Councillors that any amendments to the Minutes should be requested when they are first circulated to Councillors after the meeting, and not at the final circulation just before the next meeting.</p> <p>4. Room Set Up – Mrs A'Bear and Mrs Heatley</p>	
2018/195 Date of next meeting	<p>Tuesday 27th March 2018</p> <p>There being no other business, the Chairman closed the meeting at 9.30pm</p>	

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CHAIRMAN

Date: 27th March 2018