

SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday, 26th April 2016, at Seend Community Centre.

Present: Mrs G A'Bear, Mrs T Carr, Mrs A Heatley, Mr T James, Mr P Manning, Mr T Murch, Mr J Padfield (Chairman), Mrs J Savage and Mr M Wood.

Also present: Cllr J Seed and members of the public.

Agenda Item		Action
2016/016 Apologies for Absence	Kevin Rigg, PCSO Helen Wilson and Martin Wiltshire.	
2016/017 Declaration of Interests	None.	
2016/018 Police & Local Councillors Matters	<p>Cllr Seed reported that he had met with Kevin Rigg to inspect the hedges around the field at the top of Pelch Lane/Bollands Hill, and there doesn't appear to be a problem.</p> <p>Cllr Seed said that part of his Cabinet role is housing, and this includes homelessness. He said the problem is not straightforward; although there is no need for anyone to be homeless, it sometimes comes about because of drug or alcohol abuse or rent arrears. The number of homeless in Wiltshire is not large, some people simply do not want to live in houses. There is a strategy to deal with it, which is multi-agency. If anyone is concerned about an individual sleeping rough, they should contact Wiltshire Council's Housing Department.</p> <p>Cllr Seed reported that the C&RT is clamping down on abuse of regular travelling permits and is enforcing movement; he will speak with Claire Perry about the problems being experienced by villages.</p> <p>Cllr Seed said that there is a notice at Baldham Bridge, advising that the bridge will be closed for two nights in May to enable repairs to take place.</p> <p>Email received from PCSO Helen Wilson. One crime reported since 29th March, on 1st April, overnight, unknown suspects have cut the catalytic converter off a vehicle in Spout Lane.</p>	
2016/019 Items for discussion from members of the Parish	None received.	
2016/020 Minutes of the previous meeting held on 29 th March 2016	<p>Minutes of the meeting held on Tuesday 29th March 2016 had been circulated to all Councillors, and were taken as read.</p> <p>There were no amendments. Acceptance of the minutes was proposed by Mrs A'Bear, and seconded by Mr James.</p>	
2016/021 Matters arising	<p>Metro count. This has been requested for Seend High Street, location outside Elcot, telegraph pole DP10.</p> <p>C & RT. Further email sent to Mark Evans. He advises that the matter is still with the legal team, and he is pushing for a response.</p> <p>Canal bridge, Seend Cleeve. Email from Paul Kelly to advise that the tarmac surfacing contractor is not able to mobilise to Seend Wharf Bridge until Saturday 7th May 2016. Although the surfacing works will be completed on this date, the road traffic signs will not be removed until the morning of Monday 9th May 2016 thereby officially re-opening the road.</p> <p>High Street crossing. Email from Rhys Schell on 14 April. He is unsure if asking Ringway to undertake the work is an option, but he is checking with Mark Stansby in Highways. The Clerk was asked to contact Ringway to ask if they will quote to install a dropped kerb. No response yet from Vicky Oates in the Road Safety Team about the metro counts by the allotments and on Bollands Hill.</p> <p>Defibrillation unit in village. An email has been sent to Martin Render at Community Heartbeat Trust for information. Email received from Richard Whitehead on 14 April, to advise that installation of a unit at the Community Centre would be discussed at their Management Committee meeting that night. The SLRF committee is not interested in installation of a unit at the Pavilion. It was suggested that contact should be made with local companies and organisations to obtain sponsorship towards the cost of</p>	<p>Clerk</p> <p>Clerk M. Wood</p>

	<p>installation. Mr Wood suggested a Fun Run to raise funds.</p> <p>Councillor Profile in Spotlight. Mrs A'Bear's profile has still not appeared. The Clerk had sent an email to Tessa Doe to ask about editorial space, to be followed up.</p> <p>Caravan at G & S Patios. Planning Enforcement Department confirms that there isn't any permanent permission for residential occupancy, other than the night watchman's mobile.</p> <p>Tree matters. A letter has been sent to Mr Hawkins, he has acknowledged receipt. Natural England has also been advised, as the site is part of a SSSI (Seend Ironstone Quarry and Road Cutting); Officer dealing is Katie Lloyd.</p> <p>Lye Field Play Equipment. Email sent to Steve Vaux, to advise the decision of the PC at the last meeting.</p> <p>Clerk's Job Description. The Clerk had contacted Paul Russell (Locum), but he has moved from Swindon to Hereford. The JD was sent to SLCC on 5 April, and chased up on 21 April. Email now received from Delia Shephard at SLCC to advise that job evaluation paperwork will be sent by Tracy Cavanan from SLCC. The Clerk has also asked Catherine Purves, Secretary of the Wiltshire branch of the SLCC if she can circulate branch members to try and find an available Locum. Mrs Heatley expressed concern about continuity if different Locums were used. The Clerk offered to continue in post until a replacement Clerk was recruited. The Chairman thanked the Clerk, and proposed that the Clerk should be paid Locum rates for the interregnum. Agreed unanimously. The Clerk to obtain rates from SLCC.</p> <p>Rubbish in Spout Lane. Reported on MyWiltshire App.</p> <p>Annual Parish Meeting. The Clerk reported that the Pavilion has been booked, a notice placed in Spotlight, and local organisations invited. The Councillors to meet at 7.30 to set up, Mrs A'Bear agreed to bring refreshments.</p>	<p>Clerk</p> <p>Clerk</p> <p>Councillors G. A'Bear</p>
2016/022 Neighbourhood Plan update	Mrs A'Bear said that she had chased up the Housing Needs Survey, the draft report should be available for the next Parish Council meeting. There was no further news of the NP designation. There will be a meeting shortly with the Link Officer. The traffic sub-group met last week and the date of 9 th June was agreed for a public consultation; this will take place at the Pavilion between 2 – 9 pm. This will provide material for a questionnaire later in the year about traffic/road safety concerns.	
2016/023 HM The Queen's 90 th birthday celebrations	Some events had already been organised. Friends of Seend School were holding a childrens' event on Sunday 12 th June. It was agreed to try and organise an evening event for adults at the Community Centre, to include the beacon, possibly fireworks (depending on costs); Mrs Heatley to check firework costs with Richard Walker, Mr Wood to check with Quantum. The Chairman offered to donate two shoulders of pork.	J. Padfield A. Heatley M. Wood
2016/024 Highways/ road safety issues	<p>Email received from Laura Gosling re. Wiltshire Concrete lorries on A361 through Seend: "It has to be borne in mind that there are no restrictions for HGVs on the A361 through Seend at the present time, so there is little we can do in terms of challenging Wiltshire Concrete's use of the route. However, what I will do is write to Wiltshire Concrete reminding them of Wiltshire's Advisory Freight Route Network and Wiltshire's Freight Gateway to see if they can be encouraged to use our recommended freight routes. When we undertake our next traffic count on the A361 through Seend (planned for around June/early July) we will also take a look at the other hauliers that appear to be using the route and I will write to them with similar information. I'm afraid we do not have access to the details of damage only accidents as these are not reported to the Council, so I am unable to provide any further comments on this. Where a vehicle has caused damage to a highway structure, and where the Police have obtained the relevant driver/vehicle/insurance details, we are however, able to chase third parties to recoup the costs of any damage. In terms of freight management on the route, our next action is the implementation of Vehicle Activated Signs at the pinch point through Seend; this should take place in late spring/early summer."</p> <p>Dave Pretty, Collision Statistics sent an email: " An analysis was performed of the Parish of Seend for the most recent 2 years available (01/12/2013 to 30/11/2015). There have been 2 Serious and 13 Slight injury collisions in this area during this 2 year period."</p> <p>Baldham Bridge: Email from Emma Briggs, Assistant Bridge Engineer: "The bridge was assessed to carry two passing 40T vehicles and the worst arch condition was</p>	

	considered.”										
	ATC Data received from Laura Gosling and passed to Bruce Talmage.										
2016/025 Planning Matters	<p>Application Ref: 16/03383/FUL Equestrian Heights, Berhills Lane Erection of an equestrian manager’s dwelling and the permanent retention of the existing log cabin for use by customers Councillors voted unanimously to accept Comments: Request that there is an equestrian tie on both the new dwelling and the log cabin; also that the log cabin is not to be used as holiday accommodation.</p> <p>Application Ref: 16/03274/FUL & 16/03556/LBC Rowcroft Cottage, Spout Lane To demolish existing lean-to and erect single storey side extension Councillors voted unanimously to accept Comments: As this is a Grade II listed building, Councillors did not feel that the glass canopy over the door is in keeping.</p>	Clerk									
2016/026 Correspondence	Email from Mrs Goman, enquiring about the progress of the Sandridge Solar Power Community Benefit Fund. Email sent to StJohn Hughes, Director of Sandridge Solar, to enquire.										
2016/027 Financial Matters	<p>There were three cheques for signature:</p> <table> <tr> <td>Mrs R E Fisher</td><td>£352.28</td><td>Clerk’s salary April</td></tr> <tr> <td>HMRC</td><td>£6.80</td><td>PAYE</td></tr> <tr> <td>Came & Co</td><td>£299.02</td><td>Annual insurance renewal</td></tr> </table> <p>Acceptance proposed by Mr James seconded by Mr Wood, agreed unanimously.</p> <p>A bank reconciliation to the end of March had been circulated to all Councillors; this showed that there is £13,706.25 in the Parish Council’s accounts at financial year end.</p> <p>The Clerk confirmed that the accounts are now with the Accountants for preparation.</p>	Mrs R E Fisher	£352.28	Clerk’s salary April	HMRC	£6.80	PAYE	Came & Co	£299.02	Annual insurance renewal	
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2016/028 Items for note	<p>Mr Wood reported that potholes in The Lye had been repaired swiftly following reporting on MyWiltshire App. The general condition of the road is satisfactory.</p> <p>It was agreed that once works are completed at Seend Bridge, repairs should be effected in Seend Cleeve by The Barracks.</p> <p>It was agreed to advertise the vacancy for a Clerk in the next issue of Spotlight. The Clerk to investigate advertising on the SLCC website and Melksham News, once the salary has been evaluated.</p> <p>A Councillor had received a query about the cost of gritting, as it was thought the winter had been fairly mild. This is done when a cold weather warning is received from Wiltshire Council Weather Team.</p> <p>Mr Manning thanked the Clerk for continuing cover until a new Clerk is in post.</p> <p>Mrs Savage asked if warning signs “Unsuitable for vehicles over a certain length” could be installed at the top and bottom of Bollands Hill. The Clerk to contact Highways. Mrs Carr suggested this was passed to the CATG for their June meeting.</p> <p>Mr Murch presented the Clerk with a card and gift to mark her retirement, and presented Mr Padfield with a card to mark his retirement as Chairman and Parish Councillor. The Clerk to advise Democratic Services that there is a vacancy on the Parish Council</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>									
2016/029 Date of next meeting	<p>Tuesday 10th May 2016 – Annual Parish Meeting Mrs Carr and Mr James gave their apologies for the Annual Parish meeting.</p> <p>Tuesday 31st May 2016 Mr Wood & Mrs A’Bear to set up the room at 7 pm for the May PC meeting.</p>										

CHAIRMAN