

SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday, 31st May 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 (Chairman), Mr K Rigg, Mrs J Savage, Mr M Wiltshire and Mr M Wood.

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

Prior to the public meeting, there was a closed session, including Councillors named above (but not members of the public), also Claire Crawford (Financial Director – Aster Homes); Lindsey Aldington (Project Leader – Aster Homes) and Paul Thomas (Planning Consultant).

Ms Crawford outlined the background to the requested meeting. Aster Homes has negotiated an option to purchase the SHLAA site 1081 situated behind the Lye Field from the landowner, this option is dependent upon them gaining planning permission within 5 years. The intention is to build private homes for sale, in order to fund the building of homes to rent. The problem that Aster Homes has is finding sites to purchase, as they have to compete with large building companies. There is no access to the site except through the existing estate; they have no pre-conceived ideas of what will go on the site.

Councillors suggested it would be best to wait until the results of the recent Housing Needs Survey are known.

Cllr Seed advised that Wiltshire is 2,000 houses short of its target, and this is not likely to be addressed before the autumn. It could be better to accept a smaller development, in order to defend against a larger development being proposed. Any planning application would need to include 30% affordable housing.

The Chairman thanked the representatives from Aster Homes for coming along to have a dialogue with the Parish Council at an early stage, and advised that there had been a consultation in the village last summer, which indicated that residents preferred the SHLAA site option just off School Road. There were also comments from Councillors about the impact access to the site behind The Lye would have on the A361.

The representatives of Aster Homes indicated that they are happy that their involvement is in the public domain. There is no indication at present how many houses are proposed, or how Aster see the access working.

It was proposed that when the Housing Needs Survey is ready, an extraordinary meeting should be called.

Agenda Item		Action
2016/030 Apologies for Absence	PCSO Helen Wilson.	
2016/031 Declaration of Interests	Mrs A'Bear indicated that she would abstain from voting on Planning Application 16/03794/FUL – 21 Dial Close.	
2016/032 Police & Local Councillors Matters	Report received by email from PCSO Helen Wilson on 28 May. Between 7-10 May, a trailer and mini digger were stolen, believed to be from G & S Patios. On 9 May an unknown male was seen trying door handles of cars in Seend; CCTV footage had been circulated in local papers and on social media. On 20 May a serious multiple vehicle traffic accident occurred at The Stocks. There was also a report on the Melksham NPT and changes that have taken place; this has been circulated to Parish Councillors.	
	Cllr Seed had met with the Chairman the previous week. Cllr Seed reported that the installation of the VAS signs at the High Street pinch point had been delayed until the end of July, because of school exams; the work would be completed before the village fête weekend. There is an Area Board meeting on 15 June, community grants should be submitted for the September meeting. It was suggested that when the installation of the VAS signs takes place, there should be signs at either end advising "Businesses & Village shop open as usual". The Clerk to request from Highways.	Clerk
	Mr Wood proposed a diversionary route be advised at Semington roundabout for HGVs whilst the VAS installation work takes place. The Clerk to request from Highways.	Clerk
	It was noted that new footpath signs have been erected around the village, although it was not known if this was regular maintenance, or had been specifically requested on MyWiltshire App. Mr Rigg asked whether the PC can be advised when work is requested on the MyWiltshire App? Cllr Seed said that he would speak to Paul Millard (Senior Rights of Way Warden), as this maintenance may have been on the routine schedule. It was understood that there is no budget left at present for other footpath maintenance work in Seend.	Cllr Seed
	Mr Wood asked about the clearance of the land at the SHLAA site just off School Road; this site has been acquired by Persimmon Homes. Cllr Seed said that he thinks they will come forward with an application fairly quickly. The Chairman asked Cllr Seed for a contact with Persimmon Homes. Mr Wood suggested the PC asks them to come in for	Cllr Seed

	a meeting. The Clerk to contact Persimmon Homes.	Clerk
2016/033 Items for discussion from members of the Parish	Email received from a resident of Cooks Close, concerning the street lighting, and asking whether the street light positioned outside her house could be timed to switch off at midnight and come on again at 5 am if required. Mr Wood agreed to deliver a letter to each house in Cooks Close, in order to gauge the views of all residents. It was suggested there should be a parish lighting survey.	M. Wood
2016/034 Chairman's comments	The Chairman circulated a list of comments; this included a suggested PC Action Plan and the Chair asked for Councillors' reactions. Mr Rigg suggested deferring making a decision. Mrs A'Bear said that job descriptions were needed for the various roles, and reports were needed from the CATG and Area Board, so that the PC is aware of decisions that are being taken. Mr Wood suggested using the minutes to show target dates and responsibilities. This item would be reconsidered at the next meeting, and the Chair asked Councillors to think about the various roles and how they should be undertaken.	All Councillors
2016/035 Minutes of the previous meeting held on 26 April 2016	Minutes of the meeting held on Tuesday 26 April 2016 had been circulated to all Councillors, and were taken as read. There were no amendments. Acceptance of the minutes was proposed by Mr T James, and seconded by Mrs A Heatley.	
2016/036 Matters arising	<p>C & RT. Nothing further has been received from Mark Evans since his email of 26 April. The Clerk was asked to write to Paul Kelly at the C & RT, and thank him for the way in which the work on the bridge at the Barge Inn had been undertaken. Mr James commented that now that the work was finished, several cars were parking on the newly seeded verge approaching the bridge, causing damage, and this was not acceptable. Cllr Seed to be asked if he could follow up enquiries about the responsibilities of the C & RT with Claire Perry.</p> <p>High Street crossing. An email has been sent to Mark Stansby, but no response to date. An email was sent to Vicky Oates about the metro count on Bollands Hill, this was initiated by Highways, reason not known.</p> <p>Defibrillation unit in village. An email has been sent to Martin Render at Community Heartbeat Trust; he had sent information by email which had been circulated to Councillors. Mr Rigg questioned whether there was value in installing defib units. Mr Wood agreed to investigate other options for installation, and what other villages had done. It was suggested that funding could be sought from local businesses, and an application made for grant funding from the Area Board.</p> <p>Councillor Profile in Spotlight. Tessa Doe advised that the Councillor profile had not been received. Mrs A'Bear to re-submit.</p> <p>Tree matters. This matter is now with Katie Lloyd (Natural England Officer), and she is liaising with Highways about the best method to deal with the area. A site visit had been undertaken by Katie Lloyd with the Parish Clerk. The Clerk to follow up with Katie Lloyd, as the Parish Council may wish to take further action.</p> <p>Lye Field Play Equipment. The Chair reported that he was meeting the following evening with Ric Ellinger and Steve Vaux regarding the play equipment on the Lye Field. He will reiterate the PC's previous response, but also that the PC does not want to see the play equipment lost.</p> <p>Clerk's Job Description. There had been one response from Spotlight and the JD had been sent. The Clerk had contacted SLCC about locum rates, and was told that this is for negotiation between the Locum Clerk and the Council; the Clerk suggested continuing paying the current rate. The Job Assessment form had been completed and passed to the Chairman. The Clerk was asked to quantify the number of hours taken to complete the assessment form, and claim with her next salary.</p> <p>Queen's Birthday Celebrations. It was suggested a tree should be planted or a seat installed. The Clerk to investigate the cost of a seat to surround a tree.</p> <p>Bollands Hill. An email had been sent to Mark Stansby, no response to date.</p>	<p>Clerk</p> <p>Cllr Seed</p> <p>M. Wood</p> <p>G A'Bear</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
2016/037 Parish Action Plan	Discussed under 2016/034 above.	
2016/038	Mrs A'Bear was awaiting the Housing Needs Survey report, and hoped that it would be	

Neighbourhood Plan update	a public document by the next meeting. She said that Seend now has an emerging Neighbourhood Plan. She has written to community stakeholders and has received 2 responses; responses have to be returned by 30 June. The Traffic Group are holding a meeting on 9 June at the Pavilion between 2 and 9 p.m.																			
2016/039 Sandridge Solar Agreement for signature	The Agreement had been signed last year. However, there had been additional clauses added when the proposed boundary changes with Melksham Without were being negotiated last autumn. The new agreement had now been received. Mr Wood agreed to go through the document, to see if the proposed community fund grant was index linked. The Clerk to contact Melksham WO PC, to ask what percentage they are receiving.	M. Wood Clerk																		
2016/040 Village "newsflash" email	The Clerk outlined that this would be a daily email which residents could subscribe to. The intention was to circulate information quickly covering a wide range of topics. This form of communication is used by other villages.																			
2016/041 SHLAA site School Road/Bollands Hill	Local residents, Mr & Mrs Morgan, were present at the meeting, and expressed concern that Persimmon Homes intended to build on the site (see 2016/032 above), as the site had been used for landfill and was contaminated; a previous plan to build on the site in 1993/4 was dropped because of this. The Chairman advised that it was the intention of the Parish Council to invite a representative from Persimmon Homes to come along and talk to the Parish Council.																			
2016/042 Highways/ road safety issues	<p>It was again suggested that the layby at The Stocks junction be shortened to improve visibility at the junction; the Clerk to write to Highways.</p> <p>It was noted that a horsebox is sometimes parked outside no. 7 The Stocks, and this blocks visibility for buses coming down Trowbridge Road towards Trowbridge, missing passengers waiting at the bus stop, and also for passengers alighting and then crossing the road. The Clerk to write to the residents.</p> <p>The HGV metrocam data has been sent to Bruce Talmage and all Councillors.</p> <p>It was suggested there should be a 30 mph limit at Baldham Bridge.</p> <p>It was noted that a speed gun was being used by Police in the village 4 weeks ago. The Clerk to write to the Independent Police Commissioner, Angus McPherson, to ask what is the position in Wiltshire with regard to speed cameras and speed guns.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>																		
2016/043 Planning Matters	<p>Application Ref: 16/03794/FUL 21 Dial Close Single storey extension to form utility room Councillors voted 9 to accept, 1 abstention.</p> <p>Application Ref: 16/04114/FUL Oriel House, Bollands Hill Change of use of part of existing paddock to domestic curtilage, provision of new vehicular access and driveway, plus associated works Councillors voted 8 not to approve, 2 in favour Comments: Concerns expressed about vehicles exiting onto Bollands Hill from the new access.</p>	Clerk																		
2016/044 Correspondence	<p>Email from Denise Grech concerning a presentation at County Hall on 9 June 7.00-8.30 p.m., about the return of the Parish Steward service. Mr Wood agreed to attend.</p> <p>Email from Wiltshire Neighbourhood Watch Association, inviting parish Councils to attend their AGM on 25 June at Wiltshire Police HQ. No-one available to attend.</p>	M. Wood																		
2016/045 Financial Matters	<p>There were six cheques for signature:</p> <table> <tr> <td>SLCC</td><td>£150.00</td><td>Job evaluation</td></tr> <tr> <td>Mrs R E Fisher</td><td>£352.27</td><td>Clerk's salary May</td></tr> <tr> <td>HMRC</td><td>£6.80</td><td>PAYE</td></tr> <tr> <td>BRAG</td><td>£50.00</td><td>Grant – Bowerhill picnic area</td></tr> <tr> <td>Mrs G A'Bear</td><td>£8.64</td><td>Refreshments AGM</td></tr> <tr> <td>DCK Beavers</td><td>£210.00</td><td>Accounts preparation</td></tr> </table> <p>Acceptance proposed by Mr Rigg seconded by Mr Wood, 9 Councillors in agreement,</p>	SLCC	£150.00	Job evaluation	Mrs R E Fisher	£352.27	Clerk's salary May	HMRC	£6.80	PAYE	BRAG	£50.00	Grant – Bowerhill picnic area	Mrs G A'Bear	£8.64	Refreshments AGM	DCK Beavers	£210.00	Accounts preparation	
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	Mr Manning abstained, as he did not agree with the payment to BRAG. A bank reconciliation to the end of April had been circulated to all Councillors; this showed that there is £18,979.79 in the Parish Council's accounts.	
2016/046 Items for note	<i>Election of Parish Councillor.</i> The Clerk was still waiting to hear from Wiltshire Council whether an election had been requested.	
2016/047 Date of next meeting	Tuesday 28th June 2016 Mr Wiltshire & Mr James to set up the room at 7 pm for the June PC meeting. There being no other business, the Chairman closed the meeting at 10.00 p.m.	

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CHAIRMAN

Date: 28 June 2016