

SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday, 28th August 2018 at Seend Community Centre.

Present: Mrs G A'Bear, Mrs P Akerman, Mrs A Heatley, Mr T James (Chairman), Mr P Manning, Mr Williams and Mr Wiltshire.

Also present: Councillor Jonathon Seed, Mrs Sue Bond (Clerk), and a member of the Parish.

Agenda Item		Action
2018/52 Apologies for Absence	Mr Nicholls, Mr Padfield and Mrs Vince	
2018/53 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) There were no declarations of Interest in items on the Agenda (iii) There were no requests for dispensations.	
2018/54 Local Councillor Matters	Councillor Seed reported that The Wiltshire Housing Site Allocations Plan was formally endorsed by Cabinet on 3 July 2018 and approved by council on 10 July 2018. In accordance with legislative procedures, the plan, along with the council's schedule of proposed changes, evidence documents, proposed revisions to the Wiltshire Policies Map and all representations submitted through formal consultation on the draft plan, were submitted to the Secretary of State on 31 July 2018. Parliamentary Boundary Review – Councillor Seed said that this was now underway. Whilst Wiltshire Council had some concern that the number of County Councillors would be reduced, it was now thought the Boundary Commission was most likely to keep the number the same, at 98. This equates to approx 4,291 electors per councillor.	
2018/55 Items for Discussion from Members of the Parish	There were no Items for discussion from members of the Parish.	
2018/56 Minutes of the Previous Meeting	1. The Minutes of the meeting held on 31 st July 2018 had been circulated to all Councillors. 1.1 <u>Resolution</u> : Acceptance of the Minutes as an accurate record was proposed by Mr Wiltshire and seconded by Mrs Heatley. Those Councillors that did not attend the last meeting did not vote, but all other Councillors voted in favour of approving the minutes.	
2018/57 Matters Arising Not Already on the Agenda	1. <u>WW1 Trees</u> – Following the last Parish Council meeting, there was now doubt as to whether the 5 trees could be planted in close proximity on the Lye Field. 1.1 <u>Resolution</u> : The Chairman proposed that the Parish Council instead buy a bench with a plaque that commemorated the 25 fallen soldiers from Seend. This was seconded by Paul Manning. After some discussion, 6 of the councillors present voted in favour and one councillor abstained. Mrs Heatley would ask Seend PCC if they would like to have the bench placed somewhere in the Church yard. Mr Manning and the Clerk to investigate the cost of buying a bench, in either metal, wood or recycled plastic and to report back at the next meeting. 2. <u>Winter Preparations</u> - The Clerk had sent our salt requirements along with an audit of the grit bins around the Parish to Wiltshire Council. Mr Manning and Mr Wiltshire to collect the salt on 18 th October from the Warminster depot. 3. <u>Best Kept Village Competition</u> – Seend came 3 rd in the medium village category with Biddestone and Edington in 1 st and 2 nd place and was also awarded best newcomer. The Chairman congratulated Mr Williams and his team for the hard work in getting the village spruced up. The judges	Mrs Heatley Mr Manning Mr Wiltshire & Mr Manning

	<p>comments in the 2nd round of judging gave some useful tips for how to improve should we enter the competition in future years. Prize money of £210 (£150 for coming 3rd and £60 for best newcomer) would be given to the Parish Council to be used for a community project.</p> <p>4. <u>Seend Leaflet</u> – This had now been printed and distributed to a number of B&Bs and pubs and around the Parish. Councillors asked the Clerk to write to Tessa Doe formally thanking her for its production’</p>	Clerk
2018/58 Police Matters	<p>PCSO Maggie Ledbury sent her apologies.</p> <p>The following incidents had been reported.</p> <p>2nd July 2 vehicle RTC non injury – A361 Seend 20th July 2 vehicle minor RTC-High Street 21st July 2 vehicle non injury RTC – The Strand 27th July Loose change stolen from parked vehicle in School Road 6th Aug Crime – theft at 1500 Rusty Lane, Seend. Suspect have entered reporting person’s land and an aberdeen Angus calf stolen 17th Aug A suspect person has been cutting down barbed wire fencing that is there to protect people from gaining access to the field where there is a 11000 v electric box.</p> <p>It was further reported on the Seend village Facebook page that there had been an incident of fly tipping in Row Lane on 8th August.</p>	
2018/59 Neighbourhood Plan	<p>Mrs A’Bear reported that the letter on the Local Green Space Consultation had now been delivered to all members of the Parish. A few responses had been received by Mrs Vince.</p> <p>The draft Vision Statement is now on the NPSG website, and comments are welcome.</p> <p>They had a stand at the Seend Flower show and at the Seend Breakfasts. One of the consultants from Place Studios attended the Fete.</p> <p>A joint workshop with the CLT will take place in mid September.</p> <p>Mrs A’Bear said they were confident that they were on schedule for the completion of the Neighbourhood Plan.</p>	
2018/60 CLT Update	The Seend CLT Board was now formed with 5 Directors.	
2018/61 Highway Matters	<p>1. <u>Barge Concrete planters</u> – a discussion was had on what plants/bulbs to plant in them now that the summer plants were beginning to turn to seed. Mr Williams and Mrs Vince to buy some bulbs and to look at what other shrubs could be planted. A budget of £30 was agreed.</p> <p>2. <u>CATG</u> – The next meeting is on 18th October. The Chairman will attend.</p> <p><u>Bell Hill Crossroads Road Safety Measures</u> – No news.</p> <p>3. <u>MyWiltshire</u> – The Clerk said she had submitted a number of reports, including the need to clear some of the drains in the High Street, a street lamp that needed a new bulb and the broken railings at the pinch point.</p>	
2018/62 Planning Matters	<p>1. <u>Application Number: 18/07109/FUL</u> Site Location: 13 Sells Green Seend SN12 6RW Proposal: Demolition of existing single storey area and rebuilding of external wall to support new first floor extension above. Creation of dormers in new and existing alterations. Replacement of all windows and doors. Addition of canopy over front. (Retrospective).</p> <p>1.1 <u>Resolution</u>: Mrs A’Bear proposed, seconded by Mr Williams that this planning application be approved. All Councillors voted in favour.</p> <p>2. <u>Application Ref: 18/07641/FUL</u> Site Location: Cleeve Grange, Trowbridge Road, Seend SN12 6PG Proposal: Proposed two storey extension and swimming pool. Demolition of garage and erection of replacement garage with ancillary accommodation above.</p> <p>2.1 <u>Resolution</u>: The Chairman proposed that this planning application be</p>	

	<p>approved, but with the condition that the garage and its accommodation remain ancillary to the main house and for it not to be used for commercial purposes. This was seconded by Mrs Heatley. All Councillors voted in favour of this resolution.</p> <p>3. <u>Application Ref 18/06182</u> The clerk had circulated a last minute revision to the plans for the single & two storey extension for 8 Perrys Lane. The Parish Council had approved the application at the July meeting. The revised plans were largely cosmetic changes recommended by the Planning Officer and did not cause any reason to change the Parish Council's original submission</p>	
2018/63 Constitution Policy Document Updates	<p>1. Councillors had been circulated drafts of the following policy documents:</p> <ul style="list-style-type: none"> • Retention of Documents Policy – new • List of Documents retained – new • Freedom of Information – revised • Data Subject Access Request policy and form – new • Data Breach Reporting form and policy – new <p>1.2 The Clerk explained that with the GDPR now in force, the Parish Council needed to have a number of new policies in place about how we manage personal data and document retention. She had used and personalised the templates available through the SLCC.</p> <p>1.3 On the Freedom of Information policy and document list, there were a number of queries, and Councillors felt more time was needed to look at it to ensure it fitted with the work of Seend Parish Council. The Clerk to make the necessary amendments and bring it back at the next meeting</p> <p>1.4 Councillors were happy with all the other policy documents and no amendments needed.</p> <p>1.5 <u>Resolution</u>: Mrs A'Bear proposed that the Parish Council adopt these policies. This was seconded by Mrs Akerman. All Councillors voted in favour. The Clerk to put them on the website.</p>	<p>Clerk</p> <p>Clerk</p>
2018/64 Area Board	The next Area Board meeting is on Wednesday 5 th September at 7pm at Melksham United Church. Mr Williams to attend.	
2018/65 Defibrillator for Sells Green	<p>1. The Clerk reported that the weekend of 8th/9th September had been set to renovate the phone box at Sells Green. Mr Wood had put the date on Seend Social media in the hope of getting enough volunteers to do the work.</p> <p>1.2 The Clerk had confirmed with the BHF that we were eligible to apply for another grant to purchase a third defibrillator.</p> <p>1.3 <u>Resolution</u>: The Chairman proposed that the Parish Council purchases a third Defibrillator to be placed in the phone box at Sells Green, so that each part of the Parish would then have its own Defibrillator. This was seconded by Mrs Heatley. All Councillors voted in favour.</p> <p>The Clerk to apply for the BHF grant.</p>	Clerk
2018/66 Correspondence	<p>1. Community First AGM – 11th October at 5.30pm at the Town Hall, Devizes. The Parish Council is a member, so if any councillor wants to attend they can do so. I need to let them know by 7th September.</p> <p>2. A student who is doing a dissertation which focuses on people's perceptions to renewable energy, with a case study based upon Sandridge Solar Farm, would like to speak to members of the Parish Council about their views on renewable energy. It was suggested that the Clerk asks the former Chairman if he would be willing to talk to the student.</p> <p>3. A resident had contacted the Clerk, raising concerns about the safety of the stone bridges in the Parish, namely Bolland's Hill and at Baldham Bends. With large HGVs regularly using routes through the village, he questioned what the impact was on the bridges when two 44 tonne lorries passed at the same time. The Clerk contacted Wiltshire Council Highways for advice in answering the resident. They gave a comprehensive email response which was read out at the meeting. The Clerk to send the response to the resident.</p>	<p>Clerk</p> <p>Clerk</p>

<p>2018/67 Financial Matters</p>	<p>1. There were 3 cheques for signature:</p> <table border="0" style="margin-left: 40px;"> <tr> <td>Mr T James</td> <td>£ 48.00</td> <td>Weed Killer</td> </tr> <tr> <td>Mrs S Bond</td> <td>£535.65</td> <td>August Clerk salary</td> </tr> <tr> <td>CPRE</td> <td>£ 36.00</td> <td>Membership</td> </tr> </table> <p>The Clerk said that she had to void one of the cheques (no 1277) as she had written the amount wrongly.</p> <p>1.1 <u>Resolution</u>: Acceptance of the cheques was proposed by Mr Wiltshire and seconded by Mrs A'Bear. All Councillors approved.</p> <p>2. Bank reconciliation to end of July 2018 - £24,894.26</p> <p>3. <u>Precept</u> – Councillors agreed on the date of Thursday 8th November for the Precept meeting.</p>	Mr T James	£ 48.00	Weed Killer	Mrs S Bond	£535.65	August Clerk salary	CPRE	£ 36.00	Membership	
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<p>2018/68 Items for note</p>	<p>1. Mr Wiltshire reported that a hedge near the old Police House had grown over the pavement and needed cutting back. The Clerk to contact the owner.</p> <p>2. Mr Manning said that the sign warning of the sharp bend on Bolland's Hill was obscured by vegetation. The Clerk to discuss with the Parish Steward to see if it can be cut back, or whether the owner needs to be contacted.</p> <p>3. Mrs A'Bear said that since adopting the Pre Application Planning Policy last month, Place Studios had further revised the policy along with the introduction of some guidance notes. She said that the Parish Council would need to adopt the revised version at a future meeting.</p> <p>4. Mr Williams to set up the meeting room</p>	<p>Clerk</p> <p>Clerk</p> <p>Mr Williams</p>									
<p>2018/69 Date of next meeting</p>	<p>There being no other business, the Chairman closed the meeting at 9.15pm</p> <p>The date of the next meeting is 25th September 2018</p>										

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CHAIRMAN

Date: 25th September 2018