

SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday, 30th January 2018 at Seend Community Centre.

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

Also present: Councillor Seed, Mrs Sue Bond (Clerk), Mr George Clarke (Chairman of the Seend CLT Steering Committee), Mrs Jo Vaux, Mr Steve Vaux and Mr John Goman.

Agenda Item		Action
2018/159 Confirmation of Election of Chairman and Vice Chairman	<p>Mr James started the meeting with an explanation of why an extraordinary meeting was held on 18th December. This was so that Councillors could elect a new Chairman and Vice Chairman, following the resignations of Mr Murch, Mr Wood and Mr Haines. As there was no normal Council meeting in December, Councillors felt there was a need to elect a new Chairman and Vice Chairman quickly to ensure stability and continuity, but with the proviso that the election would be confirmed at the January meeting.</p> <p><u>Resolution:</u> The Clerk asked if there was a proposer and seconder to confirm Mr James as Chairman. Mrs A'Bear proposed and Mrs Vince seconded the election of Mr James as Chairman. All Councillors voted in favour.</p> <p><u>Resolution:</u> Mrs Akerman proposed and Mr Wiltshire seconded the election of Mrs Heatley as Vice-Chairman. All Councillors voted in favour.</p> <p>The new Chairman thanked Mr Tony Murch and Mr Mark Wood for their dedicated and tireless work they carried out on behalf of the Parish Council and the Seend Parish. Both had been on the Parish Council for a number of years. The Chairman also thanked Mr Nick Haines for his contribution to the Parish Council and the Clerk for her continuing support.</p>	
2018/160 Apologies for Absence	There were no apologies for absence	
2018/ 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	<p>(i) There were no declarations of changes to the Register of Interests.</p> <p>(ii) Mrs Vince declared an interest in Agenda item 8, Planning Application 18/00822/TCA.</p> <p>(iii) There were no requests for dispensations.</p>	
2018/161 Police Matters	<p>During December, in Police area ED13 (Seend, Bulkington, Poulshot, Keevil, Semington, Great Hinton, Steeple Ashton), there were 13 reported crimes: 5 thefts, 4 reports of criminal damage and 3 reports of violence.</p> <p><u>Crimes in Seend Parish reported in December 2017</u> 20th Male arrested for drink driving in Seend 22nd Male arrested for drink driving on Bell Hill.</p> <p>Mrs Heatley also reported a night time disturbance in Dial Close on 13th December that resulted in damage to a garage door.</p> <p>PCSO Maggie Ledbury is still our local Police Contact.</p> <p>Newsletter can be found on Parish Council website.</p>	
2018/162 Local Councillor Matters	<p>Councillor Seed said it was very sad to see Tony Murch leave the Parish Council and wanted to add his thanks to Tony for his diligent and dedicated service that he had given to the Parish. He spoke of the excellent working relationship they had on dealing with Parish matters. With the resignation also of Mark Wood, the Parish Council had lost two excellent Councillors.</p> <p>Councillor Seed said that Wiltshire Council was in budget planning mode. There will be a 5.99% increase in the 2018-19 Council tax. The Government funding is falling each year. Wiltshire Council gets 33% of the local rates, less than other regions. As one of the more successful Councils, it subsidises some of the poorer regions of the country.</p>	

	<p>The Government has said that it is going to let local county councils keep 75% of their local rates by 2021 and 100% by 2023.</p> <p>The Police Precept is being increased working out at £12/pa per Household (Council tax Band D), an increase of 7%. The Government funding of the Police has dropped by £19 million.</p> <p><u>Spiderweb Paddock</u> – Councillor Seed reported that in response to complaints, the Enforcement Officer had agreed to visit the site unannounced to check that they had not broken any of the planning conditions. He emphasised that Enforcement Officers would respond to any complaints supported by evidence, but that those that were views and opinion without evidence could not be pursued. He did confirm that there is a ruling in place that ensures they can <u>never</u> claim occupancy by a certificate of lawful use through stealth occupation</p> <p>Councillor Seed will report back the results of the Enforcement Officer's visit.</p> <p><u>Barge Bridge</u> – a meeting has been arranged with Highways to discuss the problems here.</p>	Cllr Seed
2018/163 Items for Discussion from Members of the Parish	There were no items for discussion submitted by members of the Parish	
2018/164 Neighbourhood Plan and CLT	<p><u>Neighbourhood Plan</u></p> <p>Mrs A'Bear said that the NPSG was very sad to lose Tony Murch from their committee as he was a valued member of the Group. She did report that they now had two new members: Darren Nichols and Peter Newsom.</p> <p>They had now employed Consultants to take the work of the NPSG forward to the next level. They have had their first workshop with them on 18th January.</p> <p>They had received £1,700 as the first tranche of grant funding from Groundworks, and would apply for a second grant in April.</p> <p><u>Community Land Trust Update</u></p> <p>Mr George Clarke, Chairman of the Seend Community Land Trust Steering Group, gave an update on the progress being made to formalise the setting up of a CLT for Seend. He said they were strictly following the procedure advised by Ian Crawley of the Wilts CLT. Their next step was to organise drop-in sessions for parishioners to find out about CLTs and to sign up any interested people in support. These sessions will be held on 22nd March, 4pm-7pm and on 24th March, 10am-1pm. To become a legitimate organisation it has to have the support of the whole Parish, so must be publicised as widely as possible.</p> <p>Mr Clarke noted that the Parish Council had only agreed to set up a CLT in principle and that the details needed to be agreed. Mrs McManus expressed concern that publicity statements put out by some members of the CLT had been misleading and this concern had also been expressed by a number of residents. The main concern for the Parish Council is that there must be good working relations between the NPSG and the CLT. Mrs McManus said it was for the NPSG to decide the housing need, not the CLT. Mr Clarke said that a CLT's only concern was in the provision of affordable housing.</p> <p>Councillor Seed said that now the NPSG were getting nearer to completing a Neighbourhood Plan, it was a step closer to identifying housing need. It was important for the Parish Council to nominate 1 or 2 PC reps to join the Committee. The link between the Neighbourhood Plan and the CLT needs to be made explicit.</p> <p>It was also suggested that Mr Clarke should join the Wiltshire branch of the CLT once the Seend CLT is properly constituted as he would be the most appropriate person to represent Seend.</p> <p>Mr Clarke stressed the importance of having representatives of the NPSG on the CLT board. Mrs A'Bear, with support from Mrs Vince, agreed.</p>	

	<p><u>Resolution:</u> It was agreed that Mrs McManus and Mr Clarke would work together on finalising the Parish Council agreement to support the setting up of the Seend CLT. This would then be approved by the Parish Council.</p>	Mrs McManus
2018/165 Planning Matters	<p>1.1 <u>Application Number: 17/08217/FUL - Land at A361 Blossom Hill Trowbridge Road Seend</u></p> <p>1.2 The Chairman reported on the planning approval given for a single pitch traveller site at Blossom Hill. It was a close vote, 6 to 5, in favour. The Parish Council sought the advice of the planning consultant employed by the Parish Council following the outcome and were advised that we could not make an appeal for a judicial review as for this to apply there must have been a major error in the process associated with the consideration of the application or the decision reached, and he could see no grounds for this. The Parish Council now needs to monitor any implementation of the planning permission to ensure that the development is in accordance with the conditions and any breach should be reported to the Planning Enforcement team.</p> <p>1.3 Councillor Seed said the applicant had paid for pre-planning advice which was favourable and indicated the way the vote was likely to go. Councillor Seed had thought at the outset that we were not likely to win, but that the Parish Council, with the help of a planning consultant, had put up an excellent case for opposing the application, and this was shown by how narrowly won the vote was.</p> <p>1.4 Resident Kevin Rigg thanked the Parish Council for the hard work it did in preparing an opposition case and for raising the village awareness of the application. There were 156 letters of opposition submitted. He also thanked Councillor Seed, and the representatives who spoke forcefully at the planning meeting.</p> <p>2.1 <u>18/00822/TCA – The Cottage, High Street, Seend SN12 6NU</u> Work to trees in a conservation Area. Holly Tree – reduce canopy significantly</p> <p>2.2 Mrs Vince left the room during the discussion on this planning application.</p> <p>2.3 Approval of this planning application was proposed by Mrs Heatley and seconded by Mr Wiltshire. All remaining councillors voted in favour of the application.</p>	
2017/166 Councillor Vacancies	<p>The Clerk reported that the 3 Councillor vacancies had been advertised in Spotlight, on the noticeboards and on the Seend social media. There were 3 interested people so far. The deadline is 16th February. It is hoped to do the Co-Option at the February meeting.</p>	
2017/167 CATG Highway Matters	<p>1.1 Mrs McManus gave the following report on the Seend highway issues discussed at CATG.</p> <p>1.2 <u>Seend High Street Church crossing:</u> work expected to start late March.</p> <p>2.1 <u>Bell Crossroads Road Safety Review:</u> This was carried out by Highways to see what improvements could be made at this junction. Councillors had been given a copy of the results but had not had time to review it before the CATG meeting. A copy of this will be put on the website.</p> <p>2.2 A rough estimate of the cost of these improvements will be in the region of £35,000, but that the work could be split into 3 stages. There are two methods by which this could be funded:</p> <p>2.3. Via a major projects grant. The bids are put forward for these in May/June time. CATG and the PC are expected to contribute and the more they put forward the more chance there is of the total funding being granted. It was mentioned at the meeting that CATG has £7k that is being carried over from this financial year into next and that this would/could be earmarked for the project along with probably a bit extra. The form then seems to be for the PC to contribute half of what is put forward by CATG.</p> <p>2.4. Via the central road safety scheme pot. About 200 collision cluster sites are on the list every year from around the county (although not all of them are in the running to be considered) out of which 7 or 8 are picked every year.</p>	Clerk

	<p>The decision is made by the end of March (FYE). From what the Senior Highways Engineer was saying, we'll have a good idea of whether we'll be chosen by the next CATG meeting on the 8th March. If we get chosen then all funding will be provided.</p> <p>2.5 As the Parish Council hadn't had time to consider and feedback and as we don't know whether the central scheme will provide funding, any decisions on this have been deferred to the March CATG meeting.</p> <p>2.6 Councillors discussed the recommendations made in the review. Other than some concern about moving the bus stop, all felt the improvements would be a very good thing.</p> <p>2.7 <u>Resolution</u>: Councillor Seed suggested that the Parish Council should write to Highways and CATG welcoming the review and to urge them to move forward on the proposals as soon as possible. The Clerk to action this.</p> <p>2.8 <u>Resolution</u>: Councillor Seed would lobby Highways to try to get this onto the list of centrally funded highway road safety works.</p> <p>3.1 <u>Highway maintenance Programme 18/19</u>: carriageway repairs on the A361 through Seend are earmarked. However as there are competing requirements for few resources it was suggested that some of the repairs to our High Street could be more temporary in nature, to be completed properly in a few years. Mrs McManus asked the manager responsible for the programme to forward proposals to us for consideration before the next CATG meeting where a decision may be made on this.</p> <p>3.2 Councillors felt that it was important that if Seend was at the top of the list for the A361 through the High Street to be completely resurfaced, this position should not change and we should push for the resurfacing to happen.</p> <p>3.3 <u>Resolved</u>: Mrs McManus was asked to find out more information on what a temporary repair would entail and report back at the February meeting.</p> <p>3.4 <u>Resolved</u>: Councillor Seed said he would see what could be done to ensure that there were enough funds for both the Seend High Street resurfacing and other Highway works in Melksham.</p> <p>3.5 Both to report back at the February meeting.</p> <p>4. <u>The two metro counts(New Buildings and Sells Green)</u>: speeds were within thresholds so these have been closed. The Highways Engineer made the point that there are other ways to control speed other than imposing speed limits and signs, i.e. gates, road furniture and other RTC measures. This could be explored further with residents and is something the PC's traffic and highways sub-group could pick up. Re. the Sells Green count. Mrs McManus asked him how speed limits are decided on and also when Sells Green was last assessed. He said that the last assessment was done 08/09 and as there haven't been any changes in the road & no. of houses/buildings and as the criteria hasn't changed there would be no point in asking for a re-assessment as the recommendation would be the same, i.e. a 40mph limit (as opposed to 30 which is what some residents there may prefer).</p>	<p>Clerk</p> <p>Councillor Seed</p> <p>Mrs McManus</p> <p>Councillor Seed</p>
<p>2017/168 Minutes of the previous meeting held on 28th November and 18th December</p>	<p>1. The Minutes of the meeting on 28th November 2017 had been circulated to all Councillors.</p> <p>1.2 <u>Resolved</u>: Acceptance of the Minutes as an accurate record was proposed by Mr Wiltshire and seconded by Mrs Vince. Mrs Akerman and Mrs Heatley did not vote as they had not attended the meeting, All other Councillors present unanimously approved the minutes.</p> <p>2.1. The Minutes of the extra-ordinary meeting on 18th December 2017 had been circulated to all Councillors.</p> <p>2.2 <u>Resolved</u>: Acceptance of the Minutes as an accurate record was proposed by Mrs A'Bear and seconded by Mrs Akerman. Mr Williams did not vote as he was not at the meeting. All Councillors who were present unanimously approved the minutes</p>	

<p>2018/169 Matters arising not already on the agenda</p>	<p>1 <u>Minute 17/134.3</u>: Clerk sent letter to C&RT re Spout Lane Bridge. Response from Mark Evans below. 20/12/2017. <i>Thank you for your letter dated 13 December 2017. I have forwarded the letter to our engineers who will deal with this in the appropriate way. We are obviously very concerned for the health and welfare of canal users, cars and pedestrians so any structures that fall into a category of poor state will have the appropriate remedial work scheduled for immediate action. Thank you for bringing this to my attention.</i></p> <p>2 <u>Minute: 17/143.1.2 Parish Steward</u> – Clerk reported to the Parish Steward the overgrowth on footpath from The Stocks to Seend. The Parish Steward arranged for a tractor to cut back the over growth.</p> <p>3 <u>Minute: 2017/145 Webmail</u>: The Clerk is planning on getting this changed in the first week of February. All Councillors will be given a Council email address.</p> <p>4 <u>Minute 2017/137.3 Bench and Tree</u> This is on hold for the time being whilst the Lye Field Committee discuss a suitable location</p> <p>5 <u>Metro Counts at New Buildings and Sells Green</u>. The Clerk had sent the results to the two residents who had raised the speeding issues. Both had expressed disappointment and questioned the locations where the counts had been placed,</p> <p>5.1 <u>Resolved</u>: Mrs McManus offered to speak to both residents to see what highway safety measures they would like to see at these areas. These would be part of a wider road safety initiative to be looked at for the whole Parish.</p> <p>6.2 <u>Minute 143.1.1 Parish Steward Tasks</u> – the Clerk reported that she had not spoken to the Parish Steward for two months, so was uncertain what jobs he had completed from the task sheet he was being given. The Clerk stressed that she needed to be told of any jobs that needed doing. Mr Wiltshire said that the clearing of the drains and gullies around Horseponds should be added to the task sheet. The Clerk to do this.</p>	<p>Mrs McManus</p> <p>Clerk</p>
<p>2018/170 Great British Spring Clean and Best Kept Village Competition</p>	<p>1 <u>Great British Spring Clean</u> - The Clerk reported that this had been advertised in the February Spotlight and that posters would be put on the noticeboards nearer the time, and the March Spotlight. She said they may need to arrange meeting points so that small groups of volunteers could litter pick on the less residential areas of the Parish.</p> <p>1.1 <u>Resolved</u>: Mr Williams and the Clerk to co-ordinate.</p> <p>2 <u>Best Kept Village Competition</u> – the details of this competition have now been published by CPRE. Application forms will be sent out by CPRE in February. Mr Williams will coordinate our participation in this event</p>	<p>Mr Williams/Clerk</p> <p>Mr Williams</p>
<p>2018/171 Defibrillator</p>	<p><u>Defibrillator</u></p> <p>1.<u>Seend Cleeve</u> – The electrician is hoping to wire in the defibrillator on The Brewery Wall this week. Mark Wood has agreed to run a defib awareness evening at The Brewery, to be arranged. The Clerk has agreed to do the weekly checks.</p> <p>2 <u>Donation</u> – The Clerk received a donation of £102 from the organizers of the annual Christmas festive evening at the Community Centre. They specifically want this to be used for our defibrillators. The Parish Council will honour that request. The Clerk to write to the organizers to thank them.</p> <p>3 <u>Paint</u> – The Clerk Said that Brewers Decorating Shop, Swindon, had given free of charge a pot of undercoat and red top coat for painting the phone boxes at The Lye and Sells Green. They want before and after photos to be sent to them. Mark Wood has offered to help get a working party together for The Lye phone box, and when we have a time frame for the purchase of the defib for Sells Green, we will get that phone box painted too.</p>	<p>Clerk</p> <p>Clerk</p>
<p>2018/172 WW1 Remembrance Trees</p>	<p>It was reported that whilst a number of Seend organisations and one or two landowners had been contacted in the pursuit of finding a suitable location, there were no firm offers of land on which to plant the trees.</p> <p>It was agreed that, as we were not going to make Wiltshire Council's end of</p>	

	<p>January deadline, the Parish Council would take a slower route independent of Wiltshire Council's timescale and would contact the Woodland Trust direct to source the trees once a location had been found.</p> <p>Mr Williams and Mrs Vince will take the lead on this initiative.</p>	Mr Williams & Mrs Vince																		
2018/173 Area Board	The next Area Board meeting 7 th February 2018 at 7pm at the Assembly Hall, Melksham. Mr Williams to attend as Parish Council representative. The Clerk to send him the agenda and any paperwork.	Mr Williams																		
2018/174 Correspondence	<u>Cattle Straying</u> The Clerk reported that she had been contacted by two residents who said that the cattle are again escaping from the field at the top of Bollands Hill/ School Road. The Clerk has contacted Wiltshire Council's Animal Health Department to take some action.																			
2018/175 Financial Matters	<p>1. There were 6 cheques for signature:</p> <p><u>Cheques for Signatures</u></p> <table> <tr> <td>Water2Business</td> <td>£19.90</td> <td>Allotment water bill</td> </tr> <tr> <td>Seend Lye Rec Field</td> <td>£16.00</td> <td>Room hire for planning meeting</td> </tr> <tr> <td>The Community Centre</td> <td>£ 84.00</td> <td>Meeting room hire Oct-Dec</td> </tr> <tr> <td>Land Dev & Planning Consultants</td> <td>£720.00</td> <td>Re Blossom Hill</td> </tr> <tr> <td>Mrs S Bond</td> <td>£610.48</td> <td>Clerk Salary for January & part Dec</td> </tr> <tr> <td>Mrs S Bond</td> <td>£155.17</td> <td>Clerk expenses Oct-Dec</td> </tr> </table> <p>1.1 <u>Resolved</u>: Acceptance of the cheques was proposed by Mrs A'Bear and seconded by Mr Williams. All Councillors approved.</p> <p>2. Bank reconciliation to end of December 2017 - £17,663.77</p>	Water2Business	£19.90	Allotment water bill	Seend Lye Rec Field	£16.00	Room hire for planning meeting	The Community Centre	£ 84.00	Meeting room hire Oct-Dec	Land Dev & Planning Consultants	£720.00	Re Blossom Hill	Mrs S Bond	£610.48	Clerk Salary for January & part Dec	Mrs S Bond	£155.17	Clerk expenses Oct-Dec	
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2018/176 Items for note	<p>1 <u>Order of Agenda</u> – Mrs A'Bear said that the order on the agenda was getting a little disjointed and that the Minutes need to be higher up. The Clerk said that this had happened to accommodate speakers. She agreed to correct this for future meetings.</p> <p>2 <u>Trustee of Community Centre</u> - Mrs Heatley asked if we needed to contact the Seend Community Centre so they can arrange for Mr James, as the new Chairman, to become a Trustee. The Clerk to let Mr Whitehead know.</p> <p>3 <u>Planings on Rusty Lane</u> – Mr Wiltshire was asked when he was likely to spread and roll these. He said he would do this in early Spring.</p> <p>4 <u>Webinar on data protection</u> Clerk has booked a place on this 90 min on-line seminar on 14th Feb.</p> <p>5 <u>Room Set Up</u> – Mr Williams and Mr James</p>	<p>Clerk</p> <p>Mr Wiltshire</p> <p>Clerk</p> <p>Mr Williams & Mr James</p>																		
2018/177 Date of next meeting	<p>Tuesday 27th February 2018</p> <p>There being no other business, the Chairman closed the meeting at 10pm</p>																			

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CHAIRMAN

Date: 30th January 2018