SEEND PARISH COUNCIL

Minutes of the virtual meeting held on Tuesday 23rd February 2021. This was undertaken using ZOOM with all Parish Councillors attending remotely.

Present: Mrs A'Bear, Mrs A Heatley, Mr Terry James (Chairman), Mr W Lack, Mr B Nicholls, Mr J Padfield, Mrs C Vince and Mr J Williams

Also Present: Sue Bond (Clerk), Councillor Jonathon Seed, Tamara Reay and Margaret Green (Devizes)

Agenda Item		Action
2021/15 Apologies	Mrs P Akerman, Mr P Manning and Mr M Wiltshire	
2021/16 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) Mr Lack declared an interest in planning application 21/01416/FUL. Mrs Vince declared an interest in planning application 21/01759/LBC. (iii) There were no requests for dispensations.	
2021/17 Local Councillor Matters	1. Councillor Seed reported that the Council's budget had been passed. There would be a 5% Council Tax increase. 2. He had been working in support of Avon Needs Trees and was pleased to announce that they were successful with their grant application for £5,000 from the Melksham Area Board. 3. He was asked for an update on Park Farm and what was holding it up. Councillor Seed had no further news from last month.	
2021/ 18 Minutes of the Previous Meeting	The Minutes of the meeting held on 26th January had been circulated to all Councillors. Resolution: Acceptance of the Minutes as an accurate record was proposed by Mrs Heatley and seconded by Mr Lack. All Councillors voted in favour.	
2021/19 Matters Arising Not Already on the Agenda	1. New Noticeboard has been delivered – now needs to be erected at Rew Farm 2. Cross Parish boundary PRoW. Mrs Vince has still not yet had a response from Keevil Parish Council. 3. Tree Replacement in The Lye – Not known if this has been planted yet. Mrs Vince offered to check. 4. Sandridge Solar Farm Community Benefit – the Clerk emailed Foresight Group, but has had no response.	Mrs Vince Mrs Vince
2021/20 Police Matters	1. Incidents: • 20 Jan 21 – Fly-tipping in Park Lane and Row Lane. Rubbish bags and tins of paints dumped. • 11 Feb 21 – Roadside stop in High Street. Male driver found in possession of cannabis. Issued with an adult caution. • 12 Feb 21 – Unused Exide car battery stolen from outside a house in The Lye. • 14 Feb 21 – Army Personnel Carrier accident at Seend Fork – no injuries. 2. There have been a spate of dog knapping in Wiltshire and some arrests have been made. All dog owners need to remain vigilant when walking their dogs and report any suspicious activity on 101. 3. All student Police Officers as part of their training have to initiate a project and work to resolve it. Seend has a PC who is focussing on the speeding issues in Seend and has sent out traffic surveys.	

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2021/21 Neighbourhood Plan	1. Mrs A'Bear said that the plan was progressing well and the examiner had now completed his report. Following on from this Wiltshire Council have produced the Decision Statement. Both of these reports are available on the Seend Parish Plan website. The consultants (Place Studio) are amending the plan as required by the examiner and once completed this will go to Wiltshire Council to check and sign off. Once complete the Referendum Version of the Neighbourhood Plan will have weight in planning terms. 2. She suggested that it would be good to get some copies printed for Councillors and some to be placed in the village halls and pubs so that parishioners have an opportunity to read it.	Mrs A'Bear
2021/22 Local Plan Review	1.1 All Councillors had been circulated with a copy of the Local Plan Review consultation document "Empowering Rural Communities" and survey questions prior to the meeting so the PC's response could be formulated at the meeting. 1.2 Mrs A'Bear said that there was an overwhelming amount of paperwork to go through in the Review at a time when there were a number of ongoing public consultations. That the best way forward, she said was to compare it with our own Neighbourhood Plan. She also said the survey questions did not marry up well with the survey and it might be better to submit a response by email rather than complete the on-line survey. 1.3 Councillors concurred that the proposed indicative housing requirement of 30 new homes to be built between now and 2036 was not unreasonable. Particularly as the Park Farm plans for 10 affordable homes and 1 self build plot would straight away reduce the number to 19. Planning approvals to convert The Bell into 3 individual dwellings and the proposed 2 flats above the post office/shop would also help. 1.4 Mrs A'Bear raised concerns about the proposed revision of Core Policy 44 that would allow up to 20 houses to be built on exception land. This currently stands at 10. It was agreed that this concern should be raised in our response. 1.5 Mrs A'Bear also said that any house building in Seend would be quite limited because of the elevated position and constrained layout of the village. It meant that any new development would most likely have to be on exception land. 1.6 The Chairman proposed that a draft response be prepared by the planning sub-committee based on the discussions. All happy with this course of action.	Planning Sub-committee
2021/23 Highways	1. There were no updates on highway issues. The next CATG meeting is on 4th March. The Chairman to attend. 2. Road Closure – The Clerk reported that the High Street between School Road and Dial Close will be closed for 2 days 27th/28th March to allow BT to install some 87m of 1-way polyduct in footway. The Clerk to put this on Facebook nearer the time.	Clerk
2021/24 Planning Applications	New Applications 1. Application Ref: 21/01416/FUL Site Location: Seend Park, High Street, Seend, SN12 6NZ Proposal:- New garage and minor improvement works to entrance landscaping (Resubmission of 20/10104/FUL) 1.1 Resolution: The Chairman proposed that this application be approved. Seconded by Mrs Heatley. Mr Lack declared an interest and did not vote. All other Councillors voted in favour. 2. Application Ref: 21/01759/LBC Site Location: The Laurels, High Street, Seend, SN12 6NU Proposal:- Internal alterations 2.1 Resolution: The Chairman proposed that this application be approved. Seconded by Mrs A'Bear. Mrs Vince had declared an interest so did not vote. All other Councillors voted in favour.	
2021/ 25 Tree Matters	1.1 Avon Needs Trees – the Chairman read out an extract from their latest newsletter *"last week we received our archaeology report, something*	

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	required by the Forestry Commission before we plant more than two hectares. We had commissioned a magnetometry scan of the land and although a few 'anomalies' might have been expected, it seems that we may have 'hit the jackpot' - unfortunately for us. The archaeologists speculate that there may be some Roman ironworks on the site, although it's possible that the picture is confused by late 19th century works which are well documented. We won't know if there's buried ancient heritage until we conduct further investigations, and those can't happen until we own the land. we are taking advice from all sources. Melksham Area Board is allowing us to use their funding for the archaeology work and we may commission an initial specification and scope of works. If we can reach agreement with Wiltshire Archaeology Department and go ahead, we will be seeking further funding for the exploratory works as we cannot use money you have donated for land purchase and tree planting for these purposes. We will keep all supporters informed...." 2.1 Dial Close Copse – The Clerk had heard from Highways. They have done a survey of the beech tree which shows there is a need to do some pruning on safety grounds. So they can either get their contractors to do the work or we do it as part of our own work. 2.2 The Clerk said that by getting Highways to do it, it would be their cost. The Parish Council could then carry out and pay for the tree work on the other trees once Highways had completed work on the beech tree. Highways would be happy for us to do this. We would still need to get planning permission. No work can be undertaken until August after the nesting season. Councillors supported this course of action. 2.3 Resolution – The Chairman proposed that we get Wiltshire Council to prune the beech tree and the parish Council carry out the remainder of the work. Seconded by Mr Padfield. Councillors unanimously supported this course of action. Clerk to let Highways know.	Clerk
2021/26 Correspondence	1. CPRE Best Kept Village Competition will be taking place this year as it was felt that this could done in a Covid safe way. Mr Williams happy to co-ordinate Seend's entry in this competition. 2. 1Wiltshire Climate Alliance – had sent a letter raising their concern about the Local Plan Review Consultation. They believe that the proposed Plan would be severely damaging to the Climate and to our County's natural environment and long-term sustainability. They are also concerned that the consultation is proving difficult to respond to for residents and even some town and parish councils. This ranges from accessing information to even being aware that the consultation is happening. They are asking that we join them in asking for an extension to the consultation period, so that towns, parishes, stakeholder organisations and residents will have time to examine the vast quantity of information and prepare a proper response. 2.2 Mrs A'Bear agreed that there was an overwhelming amount of information that needed to be read and understood at a time when Wiltshire Council had numerous documents out for consultation. 2.3 Resolution – Mrs Heatley proposed, seconded by Mrs A'Bear that the Parish Council sends a letter supporting the call for an extension to the deadline. All Councillors voted in favour. Clerk to draft. 3.1 Self Build Plots – an email from a parishioner had been circulated prior to the meeting seeking the Council's view on self build plots. This was discussed. 3.2 Mrs A'Bear cited the extracts from the Neighbourdood Plan on self-builds and the conditions placed on a previous approved planning application the parishioner had had on a holiday cottage on the land. This suggested that the land would not be suitable for further housing because of highways and other concerns. 3.3 Councillors agreed that they should respond citing the above and suggest that it may be rejected because of highway concerns, it being in open countryside and would not fit with planning policy for development in the countryside. And to also advise the parishioner to seek pre-app advice from Wiltshire Council. Clerk to send response.	Mr Williams Clerk Clerk

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2021/27 Constitution Updates	1.1 Code of Conduct All Councillors had been circulated with a copy of the Code of Conduct. No changes had been made. 1.2 Resolution: Mrs Heatley proposed and Mrs A'Bear seconded the re-adoption of the Code of Conduct. All Councillors voted in favour. 2.1 Governance and Management Risk Register All Councillors had been circulated with a copy. The Clerk said that this had been revised. 2.2 Resolution: Mrs Heatley proposed and Mr Williams seconded the adoption of the revised Governance and Management Risk Register. All Councillors voted in favour 3.1 Asset Register All Councillors had been circulated with a copy. The Clerk said that this had been revised to include the new circular seat, replaced bench slats and new noticeboard for Seend Cleeve.. 3.2 Resolution: Mrs Vince proposed and the Chairman seconded the adoption of the revised Asset Register.	
2021/28 Seend Fund	1.1The Councillors had been circulated with a letter from one of the trustees of the Seend Fund asking for the Parish Council's support (as cited in their constitution) for the re-appointment of four of their trustees: Dick Church, Jackie Hamblin, Jane Fishlock and Anita Shea. Their term of office was coming to an end. They are all willing to continue. 1.2 Mr Nicholls and Mr Lack did not feel happy about automatically approving the re-appointments of the trustees without a trustee attending the PC meeting and having sight of the latest accounts. The Clerk said that this was a historic agreement between the PC and the Seend Fund trustees, but that the PC had no other involvement in the running of the Fund. Annual reports were given by the Trustees at the Annual Parish Meeting and accounts could be made available on request. 1.3 Resolution. Mr Lack proposed that one of the trustees should be invited to the next meeting. Mr Nicholls seconded. All Counciilors agreed. Clerk to get copy of accounts for councillors.	Clerk
2021/29 Financial Matters	Financial Matters: 1. Cheques for signature Greenbarnes Ltd £761.75 New Noticeboard Wrilec £ 44.00 Repair of light in bus shelter at The Lye Seend PCC £500.00 Contribution to painting of Church Clock Camelot Media Ltd £ 37.00 NP Website updates Mrs S Bond £619.21 Clerk Feb Salary Mrs G A'Bear £124.02 NP Domain name and website renewal 1.1 Resolution: The Chairman proposed acceptance of the cheques. Seconded by Mr Lack All Councillors voted in favour 2. Bank Reconciliation to end of January 2021 - £29,403.36 3. Community Centre – Community Centre – Mrs A'Bear suggested that as the Parish Council had not used the Community Centre for our meetings for a whole year because of Covid19, and therefore not spent the allocated room hire budget for 2020-21, perhaps we should make a financial contribution. Councillors agreed that this was a good idea as the Community Centre had been hit particularly hard during the Covid19 lockdown. It was suggested that the full £500 allocated in the room-hire budget should be given as this is what the PC would have had to spend in a normal council year. Resolution: Mrs A'Bear proposed that the Parish Council should give to the Community Centre the full £500 that it had in the budget for meeting room hire. This was seconded by Mr Padfield. All Councillors voted in favour. The Clerk to add this to the Schedule of Payments for cheques to be paid	Clerk

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	this month.	
2021/30 Parish Council Elections and Annual Parish Meeting	1. Elections The Clerk said that the timetable for the local government elections on 6th May was now available on Wiltshire Council's website. Councillors needed to decide if they wanted to stand again and to submit their nominations by 8th April. 2. Annual Parish Meeting – the Clerk said that the latest information on lockdown easing meant that it was unlikely that this could be a public meeting and may have to take place on zoom. Councillors agreed a date of 18th May for the Annual Parish Meeting.	
2021/ 31 Items for Note	Census Day is on 21st March Otters have been seen on the canal by The Barge and in Semington Brook.	
2021/32 Date of next meeting	The Chairman thanked everyone for coming and closed the meeting at 8.45pm. The date of the next meeting is 30th March 2021	

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Terry James, Chairman

Date: 30th March 2021