

## SEEND PARISH COUNCIL

Minutes of the meeting held on Tuesday, 30<sup>th</sup> May 2017 at Seend Community Centre.

Present: Mrs G A'Bear, Mr B Crisp, Mrs A Heatley, Mr T James, Mr T Murch (Chairman), Mrs C Vince, Mr J Williams  
Mr M Wiltshire and Mr M Wood.

Also present: Mrs S Bond, Councillor Seed, Mr S Vaux. Ms J McManus and 10 members of the public

Agenda Item		Action
<b>2017/01</b> Apologies for Absence	Mrs P Akerman	
<b>2017/02</b> 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) Mr Wood declared a change to his Register of Interests.  (ii) The Chairman declared an interest in the item on the Bradley Lane footpath.  (iii) There were no requests for dispensation.	
<b>2017/03</b> <b>Code of Conduct</b>	Confidential minutes taken and kept by the Clerk	
<b>2017/04</b> <b>Email &amp; Data Protection</b>	Confidential minutes taken and kept by the Clerk	
<b>2017/05</b> <b>Police Matters</b>	Mrs Heatley said that she had received the following crime reports for the parish.  08/05/2017 – Violence against the person – Known suspect has forced way into victim's house. Suspect has pulled a stairgate off the wall and grabbed victim by the shirt.  27/05/2017 – Theft – Unknown suspect has made off from Taxi driver without paying (£95 fare).  03/05/2017 There was also one car pulled and stopped for no insurance on the main A361 route through the village.  She also reported that Alex Trombetta, Community Policing Coordinator, would attend the September Parish Council meeting to talk about the new community policing regime.	
<b>2017/06</b> Local Councillor's Matter	Councillor Seed said that he had been approached by a resident in Weavers Cottages, who had expressed safety concerns for cars trying to exit from the cottages on a blind bend. The resident suggested that a strategically placed mirror on the opposite side of the road would help improve their visibility. Councillor Seed asked if the parish council would take this matter up, possibly through CATG.  It was agreed that the clerk write to the resident asking them to submit a proposal to bring along to the next meeting. The clerk to also ask Highways what the procedure is for erecting a mirror.  Spiderweb Paddock. Councillor Seed reported that he had spoken with the Planning Enforcement Officer asking if the notice that had been placed on it declaring that it is not used for residency, needed renewing. The Enforcement Officer stated that "the notice stays on the land in perpetuity, so does not need re-issuing" and on further clarification "they can never claim occupancy by a certificate of lawful use through stealth occupation."  He was also asked if there were any similar issues with Little Foxes. Councillor Seed said he would check this out with the Planning Enforcement Officer.  The Old Station Yard Planning Application for a Certificate of Lawfulness. Councillor Seed reported that he had spoken with a Planning Officer, who had said that he was unlikely to recommend approval. Councillor Seed stressed that it was important that the Parish Council submit its objection so that it can be recorded in case there is a future appeal.  Councillor Seed said that he had been approached by a resident in Weavers	Clerk Clerk        Councillor Seed

	<p>Cottages, who had expressed safety concerns for cars trying to exit from the cottages on a blind bend. The resident suggested that a strategically placed mirror on the opposite side of the road would help improve their visibility. Councillor Seed asked if the parish council would take this matter up, possibly through CATG.</p> <p>It was agreed that the clerk write to the resident asking them to submit a proposal to bring along to the next meeting. The clerk to also ask Highways what the procedure is for erecting a mirror.</p> <p>Spiderweb Paddock. Councillor Seed reported that he had spoken with the Planning Enforcement Officer asking if the notice that had been placed on it declaring that it is not used for residency, needed renewing. The Enforcement Officer stated that "the notice stays on the land in perpetuity, so does not need re-issuing" and on further clarification "they can never claim occupancy by a certificate of lawful use through stealth occupation."</p> <p>He was also asked if there were any similar issues with Little Foxes. Councillor Seed said he would check this out with the Planning Enforcement Officer.</p> <p>The Old Station Yard Planning Application for a Certificate of Lawfulness. Councillor Seed reported that he had spoken with a Planning Officer, who had said that he was unlikely to recommend approval. Councillor Seed stressed that it was important that the Parish Council submit its objection so that it can be recorded in case there is a future appeal.</p> <p>Spout Lane – following the recent heavy rain, it was clear that water was once again running across the middle of the road. Mr Wood said that he had reported the issue again on MyWiltshire. Their response is as follows: <i>the area will be inspected to ensure that there is immediate risk to the travelling public. the parish steward regularly clears off the gullies to ensure they are capturing the spring water in the lane. Wiltshire Council is aware of the spring related issues in Spout Lane however, Wiltshire Council's limited drainage budget is targeted at site where roads speeds are high and so there is a risk of aquaplaning and site where there is a risk to domestic property flooding. This site does not score highly when prioritised against more worthy locations however, it will remain on the list of drainage site should funding become available.</i></p> <p>Councillors expressed concern that if the problem was not resolved before next winter then the road would once again become an ice rink on a hill. Councillor Seed said that he would talk with the drainage team at Wiltshire Council.</p>	<p>Clerk Clerk</p> <p>Councillor Seed</p> <p>Councillor Seed</p>
<p><b>2017/07</b> Items for discussion from members of the Parish and Aster Housing Development Proposal</p>	<p>The Chairman welcomed a large number of residents who attended the meeting to discuss the Aster development plans following their Consultation on 19<sup>th</sup> May.</p> <p>Mr Clarke, a retired Chartered Engineer from Westbury, now a resident of Seend Cleeve, had drafted an Open letter to residents outlining his first hand experience of Aster Group's social housing management team. Mr Clarke was awarded an OBE in recognition of his work on fuel poverty related issues. 10 years ago he had sold 4.9 acres of land to Redrow Housing who in turn let the 106 planning provision to Aster Group. Over the last 8 years he had compiled 2 full files of complaints about the tenants, highlighting problems of littering, double parking and associated drug related problems. But the Aster Management team failed to take any course of action to remedy the problems. Mr Clarke, said that he had very positive experiences of working with other housing associations, but that Aster were the worst he had ever had to deal with.</p> <p>Mr Clarke was keen to impress upon the Parish Council that Aster's poor track record did not bode well for the parish if their proposed housing development behind the Lye field comes to fruition.</p> <p>A number of residents had submitted to the Parish Council their concerns about the Aster Housing development proposals. These had been circulated to Councillors in advance of the meeting.</p> <p>A lively discussion took place about the plans, with some impassioned speeches about the need to protect the landscape of Seend and the area around the Lye Field. One resident said that this was the biggest asset of Seend, and should be protected at all costs. Another said that it was vital for residents to feel they are being kept informed, and urged better means of communication.</p>	

	<p>One resident suggested that the Lye Field be swapped with the field at the back, enabling the houses to be built on the Lye Field with easier highway access. In return the field at the back could become the new Lye Field. This would protect the escarpment and reduce the risk of further development.</p> <p>The Parish Council was urged to produce a short summary of the salient points for residents of the parish to understand and be able to respond to. Jo McManus suggested that the views of residents could be canvassed through a house to house survey. The Chairman had asked Aster for a copy of the submissions they had received following their consultation, but this had been denied on the basis that permission had not been given by those who had submitted them and would be a breach of data protection.</p> <p>Frustration was expressed that the progress of the Neighbourhood Plan could not be speeded up. The Chairman asked Mrs A'Bear to give a NPG response. Mrs A'Bear, said that it was a pro-active process, whilst Aster's consultation who had created a reactive response.</p> <p>Mrs A'Bear said that the NPG's site assessment criteria had not been finalized. Once this has been done, there will be another consultation period. She stressed that it was the NPG's remit to develop a plan not to campaign against development. This would need to be carried out by a campaign group.</p> <p>Councillor Seed, responded that there was a ring of truth to the experience of Aster that Mr Clarke had cited, but he had found his dealings with them in Seend to not be so bad. He did confirm that Aster are likely to give as little as they can, in order to get their plans through. As the village has now established, through its housing survey, that there is some need for housing, it may present a difficulty in restricting the development.</p> <p>Councillor Seed said that the announcement of where the SHLAA sites are is likely to be published sometime in July. Anyone can declare a site as suitable for housing. It will then be up to the strategic planners to look at them and see if they are viable. Councillor Seed warned that if Aster are determined, they will try to find a way of progressing the development without the support of the Parish Council and the NPG. The earliest a planning application is likely to be submitted is 6 months. If Aster were successful the Parish Council would need to fight to get the least intrusive development and best deal.</p> <p>The Chairman said that Aster had approached the Parish Council who then invited the NPG and the Lye Field Trustees to two meetings and that it had been Aster's intention to explore possibilities. He said he had received an allegation that he may have had a 'back-hander' from Aster, which he emphatically denied.</p> <p>The Chairman gave a personal response to the Aster Proposal that did not necessarily reflect the view of the Parish Council. He tried to summarise the feelings of the village by what he had heard at the Consultation evening. The view seems to be against Aster's proposals. He said the Parish Council needs to be clear what the parishioners think before submitting any response on their behalf.</p> <p>In conclusion, it was clear that the Parish Council needed to canvass the opinion of the residents, so that it can present a full response to the planning inspectorate. There was support for the idea of a survey to be carried out. Residents need to be presented with clear concise facts and be given an opportunity to respond. But volunteers would be needed to organize this. Further discussion on this will be undertaken by a smaller group. But it was agreed that in order to inform residents, Mr Murch would draft a paragraph statement outlining the various factors that should be considered when forming a view about the proposed development.</p> <p>Mr Vaux and Mrs A'Bear urged everyone to respond to the Neighbourhood Plan Steering Group's (NPSG) consultation, as this was key to delivering a Neighbourhood Plan that everyone supported. <a href="http://www.seendparishplan.org">www.seendparishplan.org</a></p>	Mr Murch
<p><b>2017/08</b> Chairman's comments</p>	<p>The Chairman welcomed the new members of the PC and also those attending for specific agenda items.</p> <p>Community Assets – the Chairman reported that the Community Centre</p>	

	<p>Management Committee team had decided against registering the Community Centre as a Community Asset. It was felt that their charitable status afforded them enough protection against any future move by the trustees to sell the building.</p> <p>The Chairman raised the concern about the future of the village shop and post office, and agreed that the Parish Council should explore possibilities in the event of the PO/shop closing again at its next meeting.</p> <p>Community Land Trust – the Chairman reported that there was some interest in the idea of setting up a Community Land Trust and that this needed to be explored this further.</p> <p>Mr Steve Vaux said that it was an important way of delivering a housing strategy that would work best for the village. It would also help with the protection of key community assets. It was suggested that an open meeting be organized for mid-July. A representative from Community First to be invited to give a talk.</p>	Clerk																				
<b>2017/09</b> Minutes of the previous meeting held on 28 February	The minutes of the previous meeting on 25 <sup>th</sup> April 2017 had been circulated to all Councillors and were taken as read. Acceptance of the minutes was proposed Mrs Heatley and Seconded by Mrs A'Bear. All approved.																					
<b>2017/10</b> Matters arising	<p>Village nameplate for Seend at Bollands Hill – the Clerk had circulated a useful highways document that gave the costings for various highway works in Wiltshire. This suggested that the cost for a nameplate would be around £250. Councillors agreed to wait until they had further discussed the SRSI report to see if there were was a greater need for any signs elsewhere in the village.</p> <p>Dogs Barking – the clerk had reported this to Environmental Health, but had been asked to supply the names of residents who had complained, before the issue could be addressed. These addresses would be kept confidential by the Environmental Health. The Chairman to provide names to the Clerk.</p> <p>Street Light near the pinchpoint in the High Street. Mr Wood had reported this on MyWiltshire and it was now awaiting repair.</p> <p>Sells Green phone box – the clerk had recently been sent the contract to sign and then the transfer of ownership would be complete. It was suggested that this would be a good place to house a defibrillator.</p> <p>Dial Close road surface damage – It was agreed that this was not a priority, but that it would be important for the drains to be kept clear. This needed to be regularly done by a gulley sucker. Mr Wood agreed to report it on MyWiltshire.</p> <p>Berhills Lane Signage – the clerk was asked to get an update from Councillor Seed.</p>	<p>Chairman and Clerk</p> <p>Clerk</p> <p>Mr Wood</p> <p>Clerk/ Councillor Seed</p>																				
<b>2017/11</b> Councillor Reps on Sub-Committees	<p>The following representatives were agreed.</p> <table><tr><td>CATG</td><td>Mr James and Mr Crisp (to be confirmed)</td></tr><tr><td>Area Board</td><td>Mr Williams and Mr Murch</td></tr><tr><td>Lye Field Rep</td><td>Mr Williams</td></tr><tr><td>Highways Liaison</td><td>Mr James and Mr Crisp</td></tr><tr><td>Parish Steward</td><td>Mr Williams</td></tr><tr><td>Police</td><td>Mrs Heatley</td></tr><tr><td>Planning</td><td>Mr James, Mrs Heatley and Mrs Vince</td></tr><tr><td>Precept</td><td>Mr Murch, Mrs A'Bear, Mr Wiltshire, Mrs Heatley, Mr James and Mr Wood</td></tr><tr><td>Footpaths</td><td>Mr Wood</td></tr><tr><td>Neighbourhood Plan</td><td>Mrs A'Bear, Mr Murch, Mrs Akerman and Mrs Vince</td></tr></table>	CATG	Mr James and Mr Crisp (to be confirmed)	Area Board	Mr Williams and Mr Murch	Lye Field Rep	Mr Williams	Highways Liaison	Mr James and Mr Crisp	Parish Steward	Mr Williams	Police	Mrs Heatley	Planning	Mr James, Mrs Heatley and Mrs Vince	Precept	Mr Murch, Mrs A'Bear, Mr Wiltshire, Mrs Heatley, Mr James and Mr Wood	Footpaths	Mr Wood	Neighbourhood Plan	Mrs A'Bear, Mr Murch, Mrs Akerman and Mrs Vince	
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<b>2017/12</b> Neighbourhood Plan	<p>The consultation on the Vision, Objectives and Policies statement closes at the end of next week. There will be a final burst of publicity to get public as much public feedback as possible.</p> <p>They would now be working on the next survey.</p>																					
<b>2017/13</b> Defibrillator	It was hoped that if there was a further grant from the Sandridge Solar Farm, that the money be used to buy two more defibrillators, for Seend Cleeve and for Sells Green. There was a discussion on where would be the best place to locate one in Seend Cleeve. The Clerk was asked to talk to the landlord of The Brewery to see if he were willing to have one placed on the outside wall of the pub.	Clerk																				

	It was felt that the phone box at Sells Green would make a good location for a defibrillator. It was suggested that the Parish Council could ask if the Three Magpies and the Camping and Caravanning Club site would be willing to contribute to the cost of one.	Clerk
<b>2017/14</b> Area Board/CATG	<p>The date of the Area Board meeting is 7<sup>th</sup> June, 7pm at Melksham United Church. Mr Williams agreed to attend this meeting. The Clerk to supply him with the agenda and past minutes.</p> <p>The next CATG meeting is on 13<sup>th</sup> June, 4pm at the Melksham Fire Station. Mr James agreed to attend this meeting. Councillor Seed offered to brief Mr James on the working of CATG.</p>	<p>Mr Williams</p> <p>Mr James</p>
<b>2017/15</b> Parking problems by the canal	It was agreed that the Clerk should draft a letter to be sent to the head office of the Canal & River Trust as well as the Devizes office, to seek help in resolving the parking problems. The clerk to circulate the draft before sending	Clerk
<b>2017/16</b> Parish Steward and Rights of Way issues	<p>The dates for the Parish Steward visits are: 28<sup>th</sup>/29<sup>th</sup> June, 26<sup>th</sup>/27<sup>th</sup> July, no visit in August, and 27<sup>th</sup>/28<sup>th</sup> September.</p> <p>A list of priority jobs to be submitted to the highways engineer on a monthly basis. Mr Manning had agreed to give the new representative a briefing on what is involved. Mr Williams to be put in touch with Mr Manning</p> <p>The Clerk had received an email from a resident who had reported that Seen6 and Seen27 footpaths were very overgrown with bramble and required cutting. Mr Wood reported Seen27 problems on MyWiltshire and their response is as follows: <i>The highway authority are responsible for vegetation growing from the surface of a right of way and vegetation growing from the adjoining hedgerows is the responsibility of the landowner. This issue has been added to our list of clearances which as I am sure you can appreciate is extremely large at this time of year. Our contractor, of which we have one man covering nearly 90 parishes in the central area of Wiltshire for rights of way, is in the process of beginning clearance work for the season and this path will be cleared as part of that process in the coming weeks.</i></p> <p>It was agreed that because the surface growth is the responsibility of Highways, Mr. Williams would put on the list of tasks for the Parish Steward.</p> <p>Regarding the overgrowth on Bradley Lane, Seen6, the Clerk was asked to write to the owner of Spiderweb Paddock to ask if he would trim back the bramble.</p> <p>All councillors were reminded to forward any tasks for the Parish Steward to Mr. Williams to add to the priority list.</p>	<p>Mr Williams</p> <p>Mr Williams</p> <p>Clerk</p> <p>All Councillors</p>
<b>2017/17</b> Planning Matters	<p><u>Application Ref: 17/03331/CLE</u> Site Location: The Old Station Yard Station Road Seend Wiltshire SN12 6NG Proposal: Certificate of Lawfulness for Existing Use of Land for Waste Transfer Operations.</p> <p>Mr James and Mrs Heatley had circulated a document listing the Parish Council's objections to this planning application. Acceptance for the use of this document in objecting to the plans was proposed by Mr James and seconded by Mrs Vince. All unanimous in opposing the planning application.</p> <p><u>Application Ref: 17/04762/TCA</u> Application for Work to Trees in a Cons Area Site Location: Elm Cottage, Seend Hill, Seend, Melksham, Wiltshire Proposal:- Four Bay trees - reduce height by 3m to clear overhead cables</p> <p>Councillors unanimously approved this planning application.</p> <p><u>Application Ref: 17/04941/TCA</u> Application for work to Trees in a Cons Area Proposal:: Removal (felling) of large (15m) scrub field maple (T1) Site Location: 18 Cooks Close, Seend</p> <p>Councillors unanimously approved this planning application, but with the condition that a new tree be planted.</p>	
<b>2017/18</b> Correspondence	The Clerk had received an email from a resident who had asked for a grit bin to be placed near the Barge Bridge. Councillors discussed the idea, but felt that this was not necessary, as the road would be regularly gritted by Mr Wiltshire with the Parish Council owned salt spreader. They also felt that the salt in the grit	

	bins often goes hard and then becomes unusable. The Clerk to write to the resident.	Clerk																					
	Wiltshire Council had organised some Planning Training events over the next 3 months. Several councillors had expressed an interest in attending the one at County Hall, Trowbridge on 14 <sup>th</sup> June.	Mr Wood Mrs Vince																					
<b>2017/19</b> Financial Matters	<p>a) <u>Cheques</u></p> <table> <tr> <td>Community First</td> <td>£ 40.00</td> <td>Membership renewal</td> </tr> <tr> <td>Came &amp; Company</td> <td>£311.96</td> <td>Insurance renewal</td> </tr> <tr> <td>Wright Electrical</td> <td>£ 32.00</td> <td>Bus shelter light repair</td> </tr> <tr> <td>Information Commissioner</td> <td>£ 35.00</td> <td>Renewal of registration</td> </tr> <tr> <td>DCK Beavers</td> <td>£210.00</td> <td>Preparation of Accounts</td> </tr> <tr> <td>Mrs Sue Bond</td> <td>£366.29</td> <td>Clerk's May Salary</td> </tr> <tr> <td>Seend Lye Rec Field</td> <td>£ 24.00</td> <td>Hall Hire for Annual Parish Meeting</td> </tr> </table> <p>Approval of the cheques was proposed by Mr Wiltshire and Seconded by Mrs Heatley. All in favour.</p> <p>b) Adoption of the Accounts prepared by DCK Beavers</p> <p>All Councillors had been circulated with a copy of the accounts. Adoption of the accounts was proposed by Mrs A'Bear and Seconded by Mr James. All in favour.</p> <p>c) Bank Reconciliation</p> <p>Councillors had been circulated with the P&amp;L spreadsheet and agreed with the bank reconciliation. The Clerk reported that the first Precept payment had been made.</p> <p>Bank reconciliation to end of April 2017 = £ 18,012.93</p>	Community First	£ 40.00	Membership renewal	Came & Company	£311.96	Insurance renewal	Wright Electrical	£ 32.00	Bus shelter light repair	Information Commissioner	£ 35.00	Renewal of registration	DCK Beavers	£210.00	Preparation of Accounts	Mrs Sue Bond	£366.29	Clerk's May Salary	Seend Lye Rec Field	£ 24.00	Hall Hire for Annual Parish Meeting	
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<b>2017/20</b> Governance Statement on Annual Return	Councillors had been circulated a copy of the completed Governance Statement as prepared by the Clerk. Approval of the Governance Statement was proposed by Mr Wiltshire and Seconded by Mr Crisp. Approved unanimously. The statement was then signed by the Chairman and the Clerk																						
<b>2017/21</b> Accounting Statement on Annual Return	Councillors had also been circulated a copy of the completed Accounting Statement as prepared by the Clerk.																						
	Approval was proposed by Mr James and Seconded by Mrs A'Bear. Approved unanimously. The statement was then signed by the Chairman and the Clerk.																						
<b>2017/22</b> Items for note	<p>Mrs Heatley reminded the councillors that their Election expenses had to be submitted by 1st June.</p> <p>Mr Williams said that there was still a problem of dog fouling in Love's Lane and suggested that a dog bin be placed at the end of Love's Lane. He offered to empty it on a regular basis. The Clerk was asked to find out the cost of a bin.</p> <p>Mrs A'Bear, said there may be a need for the WI land to be somehow protected should the WI hall be demolished. She suggested that this could be a case for a Community Land Trust to take up. The Chairman said that it was not the business of the Parish Council to say how the WI deals with the land after the demolition of the building and therefore the Community Land Trust would have no role to play without permission from the WI.</p> <p>Mr Wood reported that a Seend Cleeve resident had offered to do the general maintenance and repairs of the village assets, ie the noticeboards and benches. He had also offered to build the shelves inside the phone box at The Lye for it to be turned into a book exchange. Clerk to liaise with him.</p> <p>The Chairman said that the flower planters at the entrance to Dial Close would remain in place until after the Open Gardens weekend. He would plant them up for the weekend, and then after they could be taken down.</p> <p>Mr Williams and Mr Wood to set up the meeting room for the June meeting.</p>	<p>Clerk</p> <p>Clerk</p> <p>Mr Murch</p>																					
<b>2017/23</b> Date of next meeting	<p><b>Tuesday 27<sup>th</sup> June 2017</b></p> <p>There being no other business, the Chairman closed the meeting at 10.35pm</p>																						

CHAIRMAN

Date: 27<sup>th</sup> June 2017