

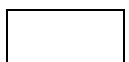
**SEEND PARISH COUNCIL**

Minutes of the meeting held on Tuesday 29<sup>th</sup> August 2023. This meeting was held in the Community Centre.

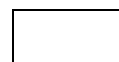
Present: Mr Terry James, Mrs Bridget Johnstone Mrs Pamela Akerman, Mr Jamie Halliday Mrs Jackie Hamblin, Mr William Lack, Mr Phil Springate, Mr John Williams, Mr Martin Wiltshire

Also Present: The Clerk, Cllr Tamara Reay and 4 Parishioners

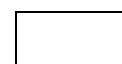
Agenda Item	Detail	Action
2023/143 Apologies for Absence	Paul Manning	
2023/144 Declaration of Lobbying (i) Declaration of changes to the Register of Interests (ii) Declaration of interest in items on the Agenda (iii) Requests for Dispensation	<p>(i)-There were no changes of declarations to the Register of Interests.</p> <p>(ii) –Pamela Akerman declared an interest in Planning Application PL/2023/05376 and Seend Tennis Club (2023/155c). Martin Wiltshire declared an interest under Items of Correspondence (2023/155e) relating to the hedges on Bollands Hill. John Williams declared an interest in Seend Tennis Club (2023/155c) and the Allotment Rent Review (2023/159). William Lack declared an interest in the Tennis Club (2023/155c) There were no other declarations of interest in items on the agenda.</p> <p>(iii)- There were no requests for dispensation.</p>	
2023/145 Local Councillor's Matters	<p>Cllr Reay provided the following updates on local matters:</p> <p><b>Local Plan Consultation</b> The consultation for the Wiltshire Local Plan begins on Wednesday 27 September, with in-person events is being held across the county.</p> <p>Wiltshire Council are holding drop-in events at libraries and leisure centres around Wiltshire and a live webinar-style event on Microsoft Teams. You can turn up to the in-person events, but you will need to register beforehand for the online events</p> <p>If you cannot make your local in-person event, you are welcome to attend any of the others to discuss the plan and your own area – all events are open to all.</p> <p>The Local Plan sets out the vision and framework for housing, infrastructure and land for employment growth for the next 15 years. Once adopted, all planning applications will be determined against the plan, making it the most important place-shaping document for Wiltshire.</p> <p>The consultation begins on Wednesday 27 September and ends at 23:59 on Wednesday 22 November. To find out more about the events and to sign up for the online event, visit <a href="https://www.wiltshire.gov.uk/article/8048/Current-consultation-Reg-19-autumn-2023">https://www.wiltshire.gov.uk/article/8048/Current-consultation-Reg-19-autumn-2023</a></p> <p>From a housing perspective Seend is currently treated as a ‘large’ village with the other settlements such as Sells Green being treated separately. Councillors agreed that from a housing perspective, Seend Parish should be treated as a whole in that the number of houses required for both Seend village and its Settlements (Seend Head, Seend Row, The Stocks, Seend Cleeve, Sells Green and</p>	



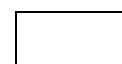
Agenda Item	Detail	Action
	<p>Martinslade) should be added together to give a figure for the whole Parish. The Clerk to advise Tamara Reay.</p> <p>The Clerk to place Local Plan Consultation posters on the parish notice boards</p> <p><b>Recycling Centre Pilots</b> It is estimated that ~ 30% of items being placed in Residual Waste could be recycled. Devizes &amp; Warminster Recycling Centres are piloting a trail whereby vehicles unloading waste are inspected to check that recycling is being deposited in the correct containers.</p> <p><b>Wessex Water</b> Major water pipe replacement commences in Devizes from 4<sup>th</sup> September for 6 months. It is expected there will be increased local traffic diverting through adjacent villages to avoid Devizes.</p>	<p>Clerk</p> <p>Clerk</p>
2023/146 Minutes of the Previous Meeting	<p>The Minutes of the meeting held on 25<sup>th</sup> July 2023 were circulated to all Councillors.</p> <p>Acceptance of the Minutes of this meeting as an accurate record was proposed by John Williams and seconded by Jamies Halliday. With the exception of William Lack &amp; Paul Manning who were not present at this meeting, all remaining Councillors present voted in favour.</p> <p>A shortened version of these minutes to be placed in Spotlight.</p>	Clerk
2023/147 Matters Arising Not Already on the Agenda	<p><b>Canal &amp; River Trust (CRT) Removal of Dog Waste Bins</b></p> <p>It was noted two dog waste bins (Seend Cleeve &amp; Spout Lane) were adjacent to CRT Waste Collection facilities so, dog waste could be placed in those bins. The Clerk advised CRT that if these bins were removed then it was likely that dog waste could end up in their waste facilities. CRT did not raise an objection.</p> <p>The bin at Bollands Hill Lock does not have an adjacent CRT waste facility. However, there is a Wiltshire Council litter bin adjacent to the bridge on the road at Bollands Hill.</p> <p>Jamie Halliday raised this issue along with the apparent lack of vessel licence enforcement with our local MP (Danny Kruger). Tamara Reay requested a copy of the Canal &amp; River Trust correspondence on these issues.</p>	Clerk
2023/148 Items for Discussion from Members of the Parish	None	
2023/149 Local Highways & Footpath Infrastructure Group (LHFIG)	<p><b>Local Highways &amp; Footpath Infrastructure Group (LHFIG)</b></p> <p><b>The Bell Crossroads / Bollands Hill</b> Dropped curbs and pedestrian marker posts have been installed across Bell Hill and Bollands Hill. Three accidents were recorded at this junction between 29<sup>th</sup> July &amp; 4<sup>th</sup> August along with a fatality on Bollands Hill 9<sup>th</sup> July and Coach Collision 14<sup>th</sup> July. The Clerk has written to Tamara Reay expressing the need for a further review of the junction layout and infrastructure at the Bell Crossroads along with a review of traffic management on Bollands Hill.</p>	



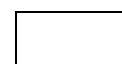
Agenda Item	Detail	Action
	<p>Cllr Reay agreed to pursue this within Wiltshire Council.</p> <p><b>The Stocks Advanced Direction Signage (ADS)</b> The Clerk to request an invoice from LHFIG for the new signage</p> <p><b>Bradley Lane &amp; Rusty Lane</b> Cllr Reay has identified a new contact point for the Parish Council and the Clerk has forwarded the Parish Council's request for the upgrade works. Cllr Reay agreed to continue to chase the department for an early engagement.</p> <p>The next LHFIG meeting is confirmed as being <b>Wednesday</b> 18<sup>th</sup> October 2023. The Chairman to attend.</p>	<p>Cllr Reay</p> <p>Clerk</p> <p>Cllr Reay</p> <p>Chairman</p>
2023/150 Speedwatch	<p><b>Speedwatch</b></p> <p>The Speedwatch Liaison Officer has received a list of sites within the Parish to assess and formally approve as Speedwatch locations. Once approved, formal training with actual Speed Guns will commence supported by John Williams and the Seend Speedwatch team will become operational.</p>	John Williams
2023/151 Neighbourhood Plan	None	
2023/152 Planning Matters	<p><b>Planning Matters</b></p> <p><b>PL/2023/06326</b> Cleeve House, Trowbridge Rd, Seend - Works to a Protected Tree - T1- Cypress - Fell to ground level, due proximity to Mature English Oak tree, ground displacement on garden wall/patio area.</p> <p>Resolution: Phil Springate proposed this application be approved with a Condition of a new tree being planted. This was seconded by Jackie Hamblin. All remaining Councillors present voted in favour.</p> <p><b>PL/2023/06109</b> - 2 Dial Close, Seend - Proposed Works to Trees in a Conservation Area, Silver Birch tree – Remove Cypress tree near house - Remove. Cypress tree - Reduce height 3.5mtrs.</p> <p>Resolution: William Lack proposed this application be approved with a Condition of a new tree being planted. This was seconded by Jamie Halliday. All remaining Councillors present voted in favour.</p> <p><b>PL/2023/06708</b> – 8 The Lye, Seend - Eucalyptus tree – fell</p> <p>Resolution: Terry James proposed this application be approved with Condition of a new tree being planted. This was seconded by William Lack. All remaining Councillors present voted in favour.</p> <p><b>PL/2023/06567</b> - 28, Seend Cleeve, Seend - Single storey extension.</p> <p>Resolution: Terry James proposed this application be supported. This was seconded by Phil Springate. All remaining Councillors present voted in favour.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>



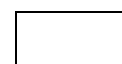
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	<p><b>PL/2023/06994</b> - 30 Row Lane, Seend - Single storey Conservatory to rear elevation.</p> <p>Resolution: Phil Springate proposed this application be supported. This was seconded by William Lack. All remaining Councillors present voted in favour.</p> <p><b>PL/2023/05886</b> Broad Lane Farm, Broad Lane, Seend - Full Planning Permission - Proposed new industrial unit for Class B2 &amp; B8 plus extend existing stone parking/access area plug concrete apron.</p> <p>Resolution: William Lack proposed this application be supported. This was seconded by John Williams. All remaining Councillors present voted in favour.</p> <p><b>PL/2023/06532 &amp; PL/2023/06399</b> - Little Thornham Farm, Trowbridge Road, Seend - Works to a Listed Building. Convert redundant farm stone barns into holiday let accommodation. Insertion of one new window, one new internal door opening and 4 conservation style rooflights into fabric. Rebuild chimney. Replace windows. New stud partitions to first floors.</p> <p>Resolution: Terry James proposed this application be supported on the understanding concerns raised in the Conservation Officers report were addressed. This was seconded by William Lack. All remaining Councillors present voted in favour.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
2023/153 Sandridge Solar Benefit Payment	John Williams and the Clerk have installed two new cycle racks at the Three Magpies public house.	
2023/154 Devizes Area Board	The next Area Board is 6.30pm 11 <sup>th</sup> September 2023. Pamela Akerman and John Williams to attend	Pamela Akerman /John Williams
2023/155 Items of Correspondence	<p><b>a. RBL Wreath</b> As the Chairman will be on Annual Leave, Jamie Halliday agreed to lay the Royal British Legion wreath at the War Memorial Remembrance Service on Sunday 12<sup>th</sup> November. Jamie Halliday to liaise with Anita Heatley for arrangements.</p> <p><b>b. Turnpike on A361 Keevil/Bulkington Junction</b> The owners of the disused Keevil Turnpike building applied for Planning Permission for a worker's dwelling at Woodhouse Farm, for the reasons listed with that application PL/2023/05095. The owners have written to local Parish Councils to seek their advice regarding what to do with the Turnpike.</p> <p>The Parish Council agreed the owners should work with Wiltshire Council to demolish it and create a safer road junction.</p> <p>The Chairman to send a letter.</p>	<p>Jamie Halliday</p> <p>Clerk / Chairman</p>



Agenda Item	Detail	Action
	<p><b>c. Seend Tennis Club</b></p> <p>The Tennis Club confirmed it would make the new courts available to non-members who are resident within Seend Parish on a limited occasional basis during daylight hours. On this understanding, the Parish Council agreed it could make a donation towards the repair of the courts.</p> <p>Resolution: Jamie Halliday proposed the Parish Council gives a grant of £3,000 to the Tennis Club. This was seconded by Jackie Hamblin. With the exception of Pamela Akerman, William Lack and John Williams who had declared an interest in this matter, all remaining Councillors present voted in favour.</p> <p>The Clerk to advise the Tennis Club</p> <p><b>d. Parish Council Co-option</b></p> <p>A parishioner has contacted the Parish Council about the number of Councillors who currently serve as Councillors for Seend Parish Council. The parishioner would like to see the number of Councillors reduced and raised concern as to how Councillors are co-opted. A reply has been sent to the Parishioner advising them the number of Councillors is set by Wiltshire Council along with the electoral process for filling a causal vacancy that can lead to co-option.</p> <p>The filling of such vacancies is directly controlled and monitored by the Wiltshire Council Elections Office for which there is a strict policy for the fulfilment of Council Vacancies. A Vacancy can only be advertised <u>after</u> an existing Councillor has stood down. Wiltshire Council has to be notified of the Vacancy and they issue a formal notice that has to be displayed within the Parish for a period of 21 days. During this period if ten or more parishioners wish to request an election, they have to inform the Returning Officer at Wiltshire Council by the deadline given on the vacancy notice <b>not</b> the Clerk. The Returning Officer will advise the Parish Council if an election has been requested. If not, the Parish Council can fill the vacancy through co-option.</p> <p><b>e. Bollands Hill Hedges</b></p> <p>Given the recent fatality in the vicinity of Bollands Hill, the Parish Council contacted Wiltshire Highways and from a road safety perspective asked if the mobile team with appropriate traffic management could undertake the work. The request was declined and Wiltshire Highways wrote to the landowners advising them of their responsibilities. One of the land owners contacted Martin Wiltshire, who having raised this issue of the hedge overgrowth at the previous meeting was concerned about a potential conflict of interest.</p> <p>Following discussion, Councillors agreed that as residents had not been given advice as to who / how the work should be undertaken, and their request to employ Martin Wiltshire was entirely independent of the Parish and County Councils, there was no conflict of interest.</p> <p><b>f. War Memorial</b></p> <p>Correspondence has been received by the Parish Council confirming the War Memorial has been added to the List of Buildings of Special Architectural or Historic Interest. The building is now listed at Grade II.</p>	Clerk



Agenda Item	Detail	Action
2023/156 Parish Steward	<p>The Clerk to request the Parish Steward undertake the following work:</p> <ul style="list-style-type: none"> <li>• Clear the Sells Green brick bus shelter of leaves &amp; debris</li> <li>• Clear the Tubs at the Barge Bridge of weeds and strim / tidy the area around the tubs</li> <li>• Clean the bench at the Barge Bridge and strim / tidy the area around the bench</li> <li>• Clear out the ditch on RHS going down the hill on Rusty Lane</li> </ul>	Clerk
2023/157 Councillor Vacancies	The Parish Council has one vacancy.	
2023/158 Sustainable Bike Scheme	<p>Bridget Johnstone provided an overview of a potential sustainable bike scheme for the Parish. Current Wiltshire Council local infrastructure plans don't directly cover Seend. Getting to Seend from remote settlements such as Seend Cleeve and Sells Green will require further review.</p> <p>It was also noted that more use could be made of the governments cycle to work scheme. Click <a href="https://www.gov.uk/government/publications/cycle-to-work-scheme-implementation-guidance">https://www.gov.uk/government/publications/cycle-to-work-scheme-implementation-guidance</a></p> <p>John Williams to remind the Community Land Trust regarding the Parish Council's offer to install Cycle Racks at Hook Close.</p>	John Williams
2023/159 Allotment Rent Review	<p>As part of our Internal Audit requirements, the Parish Council needs to review the allotment rents on an annual basis. Rents were last changed in November 2019. The Parish Council currently charges £65 for Double plot, £35 for a single and £17.50 for ½ plot.</p> <p>Resolution: Terry James proposed the price of a single plot be increased by £2.50. (Other plot sizes will be proportionally adjusted). The increase will commence for tenancy renewals commencing 1<sup>st</sup> October 2024. This was seconded by Phil Springate. With the exception of Mr John Williams who declared an interest, 6 councillors voted in favour and 2 councillors voted against the resolution. The resolution was carried.</p> <p>The next allotment rent review will take place in August 2024.</p> <p>The Clerk to write to the Allotment Holders.</p>	Clerk
2023/160 Financial Matters	<p><b>a) Move to on-line Banking</b> The Clerk to put together a proposal for Unity and Lloyds Bank</p> <p><b>b) CPRE Membership Payment</b> Resolution: William Lack proposed the Membership payment should remain at £36 per annum. This was seconded by Bridget Johnstone. All remaining Councillors present voted in favour.</p>	Clerk



Agenda Item	Detail	Action												
	<p><b>c) Cheques for Signature</b></p> <table border="1" data-bbox="456 313 1291 432"> <thead> <tr> <th>Cheque Payee</th> <th>Amount</th> <th>Reason</th> </tr> </thead> <tbody> <tr> <td>Mr C Stirland</td> <td>£693.59</td> <td>Clerks Salary</td> </tr> <tr> <td>CPRE</td> <td>£36.00</td> <td>Membership Renewal</td> </tr> </tbody> </table> <p>Resolution: Terry James proposed acceptance of the cheques, seconded by John Williams. All Councillors present voted in favour.</p> <p><b>d) Bank Reconciliation at end of July 2023, circulated to Councillors was <b>£38,109.91</b></b></p>	Cheque Payee	Amount	Reason	Mr C Stirland	£693.59	Clerks Salary	CPRE	£36.00	Membership Renewal				
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<p>2023/161 Items for Note</p>	<p>Jackie Hamblin noted a complaint from a local landowner regarding potential trespass. She reiterated the need for byways and footpath users not to deviate from them.</p> <p>John Williams advised the Lye Field is pursuing enquiries to purchase a new mower.</p> <p>The Parish Council was pleased to learn that Pamela Akerman has become a Foundation Governor for Seend School.</p>													
<p>2023/162 Date of next meeting</p>	<p>The Chairman thanked everyone for coming &amp; closed the meeting at 9.04pm.</p> <p>The next Parish Council meetings are:</p> <table border="1" data-bbox="432 1097 1251 1191"> <thead> <tr> <th>Meeting</th> <th>Date</th> <th>Time</th> <th>Venue</th> </tr> </thead> <tbody> <tr> <td>Parish Council Meeting</td> <td>Tuesday 26<sup>th</sup> Sept</td> <td>7.00pm</td> <td>Community Centre</td> </tr> <tr> <td>Parish Council Meeting</td> <td>Tuesday 29<sup>th</sup> Oct</td> <td>7.00pm</td> <td>Community Centre</td> </tr> </tbody> </table>	Meeting	Date	Time	Venue	Parish Council Meeting	Tuesday 26 <sup>th</sup> Sept	7.00pm	Community Centre	Parish Council Meeting	Tuesday 29 <sup>th</sup> Oct	7.00pm	Community Centre	
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Terry James (Chairman)  
Date: 26<sup>th</sup> September 2023

