

SEAGRY PARISH COUNCIL
DRAFT MINUTES
Council Meeting
held at 7.30pm
Goss Croft Hall, Upper Seagry SN15 5HD

13th November 2018

Present: Cllr M Barber (Chairman), Cllr R Barr, Cllr J H Crosland (Vice Chairman), Cllr K Pearce, Cllr K Taylor and Cllr Mrs B Zehetmayr

Also Present: 2 members of the public and Mr V Vines MBE Clerk of the Council.

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972

PUBLIC QUESTION TIME

Mr Gareth Jones, a Parishioner, raised 4 issues.

Environmental Health and Bonfires. Mr Jones raised the issue of burning garden waste and drifting smoke polluting areas of Upper Seagry. He suggested that there had been some burning associated with the Goss Croft Hall and from the Seagry Allotments. He referred to health and environmental considerations and did not wish to approach Wiltshire Council Environmental Health or the Police, considering that the problems should be solved locally. Mr Jones asked the Council to take action to resolve the issues with suggestions being the use of Wiltshire Council green waste bin collection, the employment of a collection service and a total bonfire ban on Council owned land. The Council confirmed that they would be considering the matter as a later Agenda item.

Speeding Traffic. Mr Jones raised the issue of speeding traffic generally within the Parish on the narrow lane network and through the built up areas, exceeding the speed limit and specifically mentioning the speed and inconsiderate driving of large agricultural vehicles often associated with contractors. A suggestion was made that local farmers should be advised of the concerns who could then instruct contractors to be mindful of the situation.

Tree Replacement. Mr Jones reminded the Council that he had found it necessary to remove a dangerous Hawthorn tree near the Broadleaze Estate entrance verge some time ago and he thought there had been an intention that it would be replaced. This had not occurred to date. The Council noted this and would need to consider this as part of their Capital spending proposals.

Council Tax Rise. Mr Jones raised concerns in regards to the rise in Council Precept for this financial year, particularly for those on fixed incomes and that he hoped that the Council would not consider a similar rise for next year. The Council acknowledged that in percentage terms the rise did appear to be large but explained that in financial terms was quite small as the Council budget had historically been low with over 50% paying the Public Works Board Loan for the construction of the Goss Croft Hall. As to the future, there would be a need to accept the consequences of Wiltshire Council service cuts and the impact on the Parish or to consider whether to take on additional services at local level, which would lead to an increase the

Council budget. However, the Council would always make decisions with the interests of all Parishioners in mind.

There were no further Questions raised.

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

There were no Reports.

55/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr A Ball. Apologies were received and noted from Wiltshire Councillor H Greenman

56/18 Declaration(s) of Interest - in accordance with Seagry Parish Council's Code of Conduct (Adopted 12th May 2015) and Standing Orders (Adopted 12th May 2015)

No Interests were declared.

57/18 MINUTES Members had been previously circulated with the Draft Minutes.

The Council received, approved and signed as a true record the Minutes of the Parish Council Planning Meeting held 11th September 2018. **Cllr J H Crosland proposed, Cllr Mrs B Zehetmayr seconded and RESOLVED UNANIMOUSLY**

58/18 PLANNING

Planning Applications: Prior to the consideration of the Planning Applications, the opportunity was given for Applicants and their Representatives and any other interested parties to address the Council. There were no representations received.

a) 18/08446/REM

Approval of all matters reserved by Condition 2 attached to 17/03417/OUT including appearance, landscaping, layout and scale for 'phases 1 & 2' and the 'strategic landscaping' element at the boundaries of the site

Land South-East of Junction 17 of M4 Motorway, Kington Langley, Chippenham, Wiltshire

For St Modwen Developments

The application was not within Seagry Parish and the Council considered that they did not wish to comment on the proposals, other than to confirm that they remained against the development in principle, at odds to the permission given and that a strategic approach should be taken to the development of Junction 17 rather than ad hoc decisions taken.

b) 18/09293/ADV

Site Board – Advertisement Consent

Chippenham Gateway, Land South of J17 M4, Chippenham Gateway SN14 6BD

For Mr Ian Guy - St Modwen Developments

The application was not within Seagry Parish and the Council considered that they did not wish to comment on the proposals,

- c) 18/09245/FUL
Proposed Outdoor Swimming Pool
Manor Farm House, Upper Seagry SN15 5EX
For Mr Mattias Ljungman

Following consideration of the application **the Council resolved to raise no objections to the proposal**

Cllr K Pearce proposed, Cllr Mrs B Zehetmayr seconded and RESOLVED UNANIMOUSLY.

Planning General: The Council noted the following decisions:

- a) 18/07377/VAR
Variation of Condition 3 of Planning Permission 17/01046/FUL Relating to Approved Plans
The Croft Studio, Upper Seagry, Nr Chippenham, Wiltshire SN15 5EX
For Julie Morrison **Approved, subject to Conditions 24th September 2018**

59/18 FINANCE

The Council considered financial matters and received notification of receipts and invoices for payment.

a) **Payments:**

Mr R Tucker. Grass cutting Inv 06 07.10.18	£ 90.00
Mr R Tucker. Grass/hedge cutting allotments Inv 06 07.10.18	£ 75.00
Mr R Tucker. Grass cutting Inv 07 31.10.18	£ 45.00
Mr R Tucker. Grass cutting allotments Inv 07 31.10.18	£ 10.00
Place Studio Ltd. Neighbourhood Plan. Inv 5760 31.10.18	£ 852.00
Mr R Vivash. Allotment fencing materials 04.11.18	£ 35.00

Cllr M Barber proposed, Cllr J H Crosland seconded and RESOLVED UNANIMOUSLY

b) **Receipts:** The Council noted the following Receipts:

Wiltshire Council Parish Precept 2018/19 (installment 2) 21.09.18 £ 7,000.00

c) **Bank Account Balance/s:** The Council noted the following:

Lloyds Account No. 00454316 as at 28th September 2018 £ 28,305.06

60/18 HIGHWAY MATTERS

- a) **Parish Stewards Programme/Requirements:** general issues for the Local Highway & Streetscene Community Team. Cllr J H Crosland, the Council link, had provided the Parish Steward with updated priority works details for the recent visit. Further visits were scheduled for 20th November and 18th December 2018. **(noted)** The Council noted receipt of Cllr Wayman's Local Highways September and October 2018 Newsletters. **(noted)**
- b) **Rights of Way:** general issues in regards to Public Footpaths and Bridleways within the Parish.

There were no issues raised.

- c) **Highway Conditions and Maintenance:** general issues in regards to Highway Conditions and Maintenance within the Parish.

There were no issues raised.

61/18 STANDING ITEMS

- a) **Recreation Ground:** There was no update. (noted)
- b) **Notice Boards:** Cllr J Crosland advised that maintenance work had recently been completed on the Lower Seagry Notice Board. (noted)
- c) **Flooding & Drainage:** There was no update required. (noted)
- d) **Parish/Community/Website/Newsletters/Social Media:** There was no update required. (noted)
- e) **Local Council Award Scheme:** There was no update required. (noted)
- f) **Asset Register:** There was no update required. (noted).
- g) **School Liaison:** Concerns were expressed regarding speeding traffic generally throughout the village and particularly in proximity to the School. Any proposals to request a lowering of the speed limit to 20 mph would require supporting evidence. Adjacent Parishes had introduced Community Speedwatch Schemes that had provided high profile presence and the Council considered that efforts should be made to find volunteers to introduce a similar scheme. The Primary School and the Pre-School would be approached by Cllr M Barber to assist.
- h) **Council Standing Orders & Financial Regulations:** The Council would consider updates at a future Meeting. (noted)
- i) **Council Code of Conduct:** The Council would consider updates at a future Meeting. (noted)
- j) **Risk Assessment, Health & Safety and Management Register:** There was no update required. (noted)
- k) **Freedom of Information Act-Publication Scheme:** There was no update required. (noted)
- l) **Seagry Spitfire Memorial Project:** There was no update required. (noted)
- m) **Goss Croft Hall:** There was no update. Council Members who were Hall Trustees advised that they would raise the issue of environmental pollution when they next meet. (noted)
- n) **Allotments:** Cllr K Pearce advised that fencing repairs had recently been completed. (noted)
- o) **Wiltshire Council Chippenham Area Board and Parish Forum:** An Area Board Meeting had been held Monday 8th October 2018 in The Town Hall,

Chippenham. The Meeting scheduled for 17th December 2018 had been cancelled and the next Meeting would now be on the 4th February 2018. The Parish Forum had met on Wednesday 24th October 2018 in the Goss Croft Hall, Upper Seagry. The Guest Speaker had been Mr Andrew Conroy, Planning Officer, Chippenham Town Council who updated all on the progress of the Chippenham Neighbourhood Plan. The Forum had agreed that the next Meeting should be held on the 5th or 12th December 2018 depending on the availability of the Chippenham Community Area Manager who wished to address the Forum. Since the Meeting information had been received that the future of Area Boards was under review. Consequently, the date of the next Forum Meeting was to be 20th February 2019 in The Union Chapel, Middle Common, Kington Langley. **(noted)**

- p) **Parochial Church Council:** There was no update. **(noted)**
- q) **Seagry Neighbourhood Plan:** Mr Brian Zehetmayr updated the Council and advised that the draft Plan was being considered by Wiltshire Council and other Statutory Consultees. The Housing Needs Survey was now taking place. **(noted)**
- s) **Neighbourhood Watch:** There was no update. **(noted)**
- t) **Emergency Planning:** There was no update. **(noted)**
- u) **Insurance:** There was no update required. **(noted)**
- v) **Signpost Magazine:** The Council considered that an article on bonfire and environmental pollution problems within the Parish would be worthwhile, as this had been raised by a local Parishioner.
- w) **Seagry Community Forum:** There was no update. **(noted)**

62/18 CLERKS REPORT

The following items were received for decision, information, and circulation and for future discussion and matters arising and updates from previous meeting/s.

- a) Wiltshire Council Operational Flood Working Group North. The Council was notified that the next Meeting was scheduled for 21st November 2018 at 9.30am in St Margaret's Hall, Bradford on Avon. **(noted)**
- b) Wiltshire Council. Tree Preservation Order 2018/00021/MIXED – Land at Upper Seagry. The Council had been notified that on the 12th September 2018 Wiltshire Council served a TPO, taking effect on a provisional basis to the owners/occupiers of any land on which the trees were situated. The TPO was made “to safeguard the visual amenity and character of the local area”. Objections/comments had to be made by interested parties by the 11th October 2018. The Council had not yet been notified if the TPO had been ratified. **(noted)**
- c) Wiltshire Council - Briefing Note No 368 – The Council had received a Briefing Note in regards to the Wiltshire Local Plan Review Update, 27th September to 9th November 2018. The Note had included an invitation to consultation events taking place during October 2018. No Council Member had been able to attend an event. **(noted)**

- d) Wiltshire Association Local Councils (WALC). The Council had been advised that the AGM would take place on Monday 22nd October 2018. Following the AGM had been a discussion on “The Magic Money Tree” funding for local Councils. No Council Member had been able to attend. **(noted)**
- e) Environmental Health and Bonfires. The Council had been approached by a Parishioner raising the issue of burning garden waste and drifting smoke polluting areas of Upper Seagry. It had been suggested that there has been some burning associated with the Goss Croft Hall and from Seagry Allotments. A request had been made that the Council take action to resolve the issue with suggestions being the employment of a collection service and a total bonfire ban on Council owned land. The Council had received further representations on the matter earlier in the Meeting. Following consideration the Council agreed that it would be appropriate if allotment holders were advised of the concerns raised with a request that they should be mindful of the environmental pollution caused by bonfires that can have significant health and amenity problems within the Parish. **Cllr K Pearce agreed to notify all allotment holders.** The Council had no control of the Goss Croft Hall but Council Members who were Hall Trustees would raise the issue of environmental pollution when they next meet. **(noted)**
- f) WALC. The Council had been advised that the Association was consulting on a proposal to extend the Member Services to add employment services. Responses were required by 30th November 2018. The potential increase in subscription fees was 4% per year. **The Council agreed that this should be supported.**
- g) Wiltshire Council – Focusing on the Future. The Council noted an invitation to a public event to meet Wiltshire Council Cabinet Members, focusing on the future. The nearest session would take place on Thursday 22nd November 2018 in the Council Chamber, Monkton Park, Chippenham 5.30pm – 7.00pm. **(noted)**
- h) Grant Request. The Council had been approached by a mother of a 5 year-old girl who had started in reception class at Seagry C of E Primary School in September 2018, requesting Council assistance towards a Capital Project to re-surface a concrete playground area with a recycled rubber surface. The Council was supportive of the project in principle but had no funding available to provide financial support. **Cllr M Barber agreed to raise the matter with the School,** who were better placed to raise funding from education bodies.
- i) Wiltshire Council Tax Setting Programme 2019/2020. Councils had been advised of the Setting Timetable providing key dates including the deadline for Parish/Town Councils to return approved 2019/2020 precept requests to Wiltshire Council by 25th January 2018. Attached to the advice was a Government Technical Consultation on Local Government Finance that suggested that they intended to continue the deferral of setting referendum principles for Town and Parish Councils, encouraging a continuing downward trend in spending that would be “kept under active review”. The Council would meet on the 8th January 2019 to agree a forward budget and set a Precept. In the interim period **Council Members agreed to consider proposals for the forward budget and inform the Clerk as soon as possible to allow the budget financial forecast spreadsheet to be prepared and circulated.**
- j) OFWG Newsletter (Oct 2018). The Council noted receipt of details of a Flood Warden Workshop to be held on the 14th November 2018 at the Wiltshire & Dorset FRS Training Centre, Hopton, Devizes. No Council Member was available to attend. **(noted)**

- k) Wiltshire Council - Briefing Note No 369 – The Council noted receipt of a Briefing Note in regards to HomeRun a smartphone app. **(noted)**
- l) Environment Agency Wessex Flood Warden Newsletter (Autumn 2018) The Council noted receipt of the latest edition of the Newsletter. **(noted)**
- m) Community First AGM 2018. The Council had been invited to attend the AGM to be held on Thursday 11th October 2018 in The Town Hall, Devizes. No Council Member had been able to attend. **(noted)**
- n) Military-Civilian Integration. The Council had been advised that the Integration Partnership Task Group was conducting a survey regarding the impact on Town and Parish communities of the growing military presence. A request was made for the return of survey forms by 30th November 2018. The Council considered that no action was necessary. **(noted)**
- o) National Police Chief's Council (NPCC). The Council noted receipt of a copy of the NPCC Rural Affairs Strategy 2018-2021. **(noted)**
- p) Community Infrastructure Levy (CIL). Cllr Mrs B Zehetmayr had asked that the Council consider a local policy on Community Infrastructure Levy (CIL) spending in accordance with the Wiltshire Council Guidelines in order for the local community to benefit from funds received from the Levy. **The Council agreed that** this was necessary and asked the Clerk to bring forward further details for consideration and adoption at a future Council Meeting.
- q) Defibrillator Provision. Cllr Mrs B Zehetmayr had asked that the Council consider the provision of a publicly accessible defibrillator within the Parish. The Council was aware that a defibrillator was available within the Goss Croft Hall, but this was not available for public access if the Hall was closed. The Council considered that a good position in Upper Seagry would be on an external wall of the Recreation Ground Changing Rooms where an electricity supply would be available. The Clerk advised of options available and that the SW Ambulance Trust provided a 4-year lease option that included provision, maintenance and a yearly training session. **The Council agreed to** consider the matter as a budget growth item at the 8th January 2019 budget setting Meeting.
- r) Road Verges, Henn Lane. A Parishioner had approached the Council in regards to the erosion of the grass verge fronting 38, 40 and 40a, Henn Lane and the possibility of erecting marker posts to warn traffic off verges. The matter was a general problem in the area and **the Council agreed that** some remedial measures were appropriate but the difficulty was that there was limited space available to erect continuous markers. With this in mind **the Council agreed to** erect marker posts in strategic positions to divert traffic away from pinch points.
- s) Wiltshire Council - Briefing Note No 370 – The Council noted receipt of a Briefing Note in regards to the Council Tax Single Person Discount Review. **(noted)**
- t) Wiltshire Council - Briefing Note No 371 – At a previous Meeting the Council had received a Briefing Note 365 in regards to the Social Housing Green Paper. The Council had now received a Briefing Note 371 providing the Wiltshire Council responses to the Consultation. **(noted)**

- u) Wiltshire Council - Briefing Note No 372 – The Council noted receipt of a Briefing Note in regards to the Vision for Special Education in Wiltshire. **(noted)**

63/18 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

Cllr J H Crosland advised that there was a need to carry out maintenance works to footpath edges adjacent to the Goss Croft Hall that would involve the Council in some costs for the purchase of materials and that volunteers would provide the labour element.

The Clerk reminded Council Members that earlier in the Meeting a Parishioner had raised the issue of a replacement Hawthorn tree and that perhaps the Council might consider a general tree planting policy for the Parish and consider as a budget growth item.

Cllr Mrs B Zehetmayr advised that she could not attend the next Council Meeting to be held on 8th January 2019.

There were no further issues raised.

64/18 DATE OF NEXT MEETING

The next Meeting of Council will be held in the Goss Croft Hall on **Tuesday 8th January 2019 at 7.30pm**. A Council Planning Meeting was scheduled for **Tuesday 11th December 2018** should this be required and Notice will be given.

Signed:

Date: **8th January 2019**