

SEAGRY PARISH COUNCIL

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4th May 2023

Dear Councillor,

You are summoned to a **Meeting of the Seagry Parish Council**, which will be held on **Tuesday 9th May 2023** in **The Small Room, Goss Croft Hall, Upper Seagry SN15 5HD** commencing at **7.30p.m.** (or on the completion of the Annual Council Meeting). The Press and Public are welcome to attend the Meeting.

Yours faithfully,



Vivian A Vines MBE
Parish Clerk

FULL COUNCIL MEETING AGENDA

(Agenda Items for decision are marked as such)

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

PUBLIC QUESTION TIME: an opportunity for members of the public to address the Council on any Council matter before the formal meeting commences. (Limited to 10 minutes)

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES: an opportunity to put questions and receive information from the Wiltshire Councillor, if available, and Council delegated representatives for other organisations and functions. (Limited to 10 minutes)

1. **APOLOGIES:** To receive and agree Apologies received from Council Members. **(For Decision)**
Apologies have been received from Cllr A Ball
2. **DECLARATIONS OF INTEREST:** To note Declarations of Interests in accordance with Seagry Parish Council's Code of Conduct and Standing Orders including any Dispensations required under the Code of Conduct. **(to note)**
3. **MINUTES:** To receive, consider and confirm the Minutes of the Parish Council Meeting/s
 - a) Full Council Meeting 14th March 2023. **(see attached Draft Minutes) (For Decision)**
4. **PLANNING:**
Planning Applications: To make observations on Planning Applications received. Prior to the consideration of any Planning Application, the opportunity will be given for Applicants and their Representatives and any other interested parties to address the Council. (Limited to 3 minutes each person)

There are no applications to consider at the time of Agenda publication. **(to note)**

Planning General: To receive notification of any Planning Decisions received and any amendments and updates. To receive notification and consider any other Planning related matters, including appeals and enforcement issues.

- a) PL/2023/01175 – Removal or Variation of a Condition
Variation of Condition 2 of Ref: 17/08077/FUL “Change of Use of Existing Annex to New Self-Contained Dwelling and Associated Alterations”
The Barn, T Junction at Coach House, Upper Seagry SN15 5EX
For Mr & Mrs Barker **Approved with Conditions 27th April 2023**
- b) Planning Peer Review. The Council has been invited to consider taking part in the Planning Advisory Service led Planning Peer Review. To consider any actions. **(see attached) (to note) (For Decision)**
- c) Enforcement Matters. The Council is advised that there has been no change in circumstances since the Council last met and the matters remain outstanding. **(to note) (For Decision)**

There are no further planning matters to consider at the time of Agenda publication. **(to note)**

5. FINANCE: To note any financial matters, any receipts and payments made

a) Payments to make (see attached) (For Decision)

WALC. Annual Subscription 23/24	£	138.38
Community First. Annual Subscription 23/24	£	40.00
Curry Group Ltd. Seagate OT 2TB BLK External Drive 04.03.23	£	64.99*
* Reimburse to Mr V A Vines		

b) Payments made since last Meeting (to note)

Mr R Tucker. Grass Cutting Invoice 08 27.03.23	£	50.00
Mr R Tucker. Grass Cutting Allotments Invoice 08 27.03.23	£	10.00

c) Receipts (to note)

Wiltshire Council. Parish Precept 23/24 (Tranche 1) 24.04.23	£	10,250.00
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d) Bank Account Balance/s (to note)

Lloyds Account No. 00454316 29 th March 2023	£	35,868.93
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6. HIGHWAY MATTERS:

- a) Parish Stewards Programme/ Requirements – Local Highway and Streetscene Community Team. To raise general issues and to receive any updates. Cllr J H Crosland, the Council link, has provided the Parish Steward with updated priority works. Future Parish Steward visit dates are 13th June and 11th July 2023. **(to note) (For Decision)**
- b) Rights of Way – To raise general issues, to receive any updates and consider any actions required. **(For Decision)**
- c) Highway & Footpaths Conditions and Maintenance – To raise general issues and to receive any updates, including highway and verge parking. **(to note) (For Decision)**
 - i) HGV & Farm Traffic, Henn Lane + A429 Diverted Traffic. To consider any further actions required. **(For Decision)**
 - ii) Highway verge erosion in the Upper Seagry “triangle” and generally within the Parish. To consider further actions. **(For Decision)**
 - iii) Provision of additional salt bins. To receive an update. **(to note)**
 - iv) Village Entrance Gates. To receive an update. **(to note)**

7. UPDATE ON STANDING ITEMS:

- a) Recreation Ground – To raise general issues and to receive any updates. **(to note) (For Decision)**

- b) Notice Boards – To raise general issues and to receive any updates. **(to note) (For Decision)**
- c) Flooding & Drainage – To raise general issues and to receive any updates. **(For Decision)**
- d) Parish/Community Website/Social Media – To raise general issues and to receive any updates. **(For Decision)**
- e) Council Award Scheme – To raise general issues and to receive any updates. **(to note)**
- f) Asset Register – To consider any updates required. **(to note)**
- g) School Liaison – To raise general issues and to receive any updates. **(to note)**
- h) Council Standing Orders & Financial Regulations – No updates required. **(to note)**
- i) Council Code of Conduct – No updates required. **(to note)**
- j) Risk Assessment, Health & Safety and Management Register – To consider any updates required. **(to note)**
- k) Freedom of Information Act-Publication Scheme – To consider any updates required. **(to note)**
- l) Seagry Spitfire Memorial – To raise general issues and to receive any updates. **(to note)**
- m) Goss Croft Hall – To raise general issues and to receive any updates. **(to note)**
- n) Allotments – To raise general issues and to receive any updates. **(to note)**
- o) Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum. The next Area Board Meeting is scheduled for the 27th June 2023 at 6.30pm in the Wiltshire & Swindon History Centre, Cocklebury Road, Chippenham SN15 3QN. The following Meeting is scheduled for the 25th September 2023 at 6.30pm in the same venue. The Council will be notified of the next Parish Forum Meeting date when scheduled. **(to note)**
- p) Parochial Church Council – To raise general issues and to receive any updates. **(to note)**
- q) Seagry Neighbourhood Plan – To consider and agree any further actions required. **(For Decision)**
- r) Neighbourhood Watch – To raise general issues and to receive any updates. **(to note)**
- s) Emergency Planning – To raise general issues and to receive any updates. See later Agenda item 8 (l). **(to note)**
- t) Insurance – To raise general issues and to receive any updates. **(to note)**
- u) Signpost Magazine – To agree editorial if necessary. **(For Decision)**
- v) Seagry Community Forum – To raise general issues and to receive any updates. **(to note)**
- w) Community Speedwatch (CSW) – To receive any updates and consider any further actions required. Later agenda items refer. **(to note) (For Decision)**
- x) Defibrillator Project. To raise general issues and receive any required updates. There is a need to complete a new Memorandum of Understanding with the S W Ambulance NHS Foundation Trust for each defibrillator. **(see attached) (For Decision)**
- y) Data Protection. GDPR – To raise general issues and to receive any updates. **(to note)**

8. CLERKS REPORT: To note items received for decision, information, circulation and for future discussion and matters arising and updates from previous meeting/s

- a) **Autospeedwatch Devices.** To consider any updates, data recorded including any further requirements and actions, including reporting. **(to note) (For Decision)**
- b) **Speed Identification Devices (SIDs).** To consider any updates including any further requirements and actions. **(to note) (For Decision)**
- c) **Community Speedwatch Team.** To consider any updates including further requirements and actions. **(to note) (For Decision)**
- d) **Wiltshire Operational Flood Group North.** A Flood Group Hybrid Meeting was held on the 30th March 2023. The next Meeting is scheduled for the 19th May 2023 in Committee Room D, Monkton Park, Chippenham at 9.30am. It is possible to attend using Microsoft Teams. To consider any actions required. **(to note) (For Decision)**
- e) **Chippenham Local Highway and Footpath Group (LHFIG).** The LHFIG met on the 25th April 2023 at 10.00am in Langley Room, Monkton Park Council Offices. The Note Tracker/Minutes have been received. To receive any reports and updates and any actions required. **(see attached) (to note) (For Decision)**
- f) **CPRE Wiltshire Best Kept Village Competition 2023.** The Council has entered this years Competition. Based on population, Seagry will be in the Medium Village Category having previously been in the Small Village Category. To consider any actions required. **(see attached) (to note) (For Decision)**
- g) **His Majesty King Charles III – Coronation Celebration.** To receive any updates. **(to note)**
- h) **Wiltshire Council - Briefing Note 23-08.** The Council has received a Briefing Note in regards to the Reforms to National Planning Policy and the Wiltshire Council response to the consultation. **(see attached) (to note)**

- i) **Wiltshire Council - Briefing Note 23-10.** The Council has received a Briefing Note in regards to Guidance for Neighbourhood Planning with Wiltshire including a link to the final version of the Guide. **(see attached) (to note)**
- j) **Climate Action Plan.** The Chippenham Climate and Ecological Emergency Forum (CCEEF) met on the 9th March 2023. Resulting from discussions it was recommended that Town and Parish Councils should consider a Climate Action Plan. In addition the Forum highlighted ways that some were moving forward with encouragement for other forms of transport by installing free cycle racks and also free water butts for properties. Should the Council wish to pursue this it is suggested that examples of local Plans are sourced to use as guidance and templates. **(For Decision)**
- k) **Tree Nursery Scheme** – As a climate change action the possibility of promoting a mini-tree nursery scheme within the Parish could be considered. With the loss of native trees (Elms and Ash in particular) the potential exists for Parishioners to be encouraged to pot up natural seedlings found in their gardens and grow on and to donate to local landowners to plant to replace lost trees or to plant in public areas such as the local woods and recreation grounds. **(to note) (For Decision)**
- l) **Community Emergency Contacts.** Wiltshire & Swindon Prepared (LRF) has initiated a new scheme called Community Emergency Contacts and has invited the Council to participate and engage in this. To consider any actions. **(see attached) (to note) (For Decision)**

9. ANNUAL PARISH MEETING 2023: The Annual Parish Meeting took place on Tuesday 25th April 2023 at 7.30pm in Seagry C Of E Primary School The Draft Minutes are attached **(see attached) (to note)**

10. COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING:

An opportunity to raise items and issues which cannot be dealt with by the Clerk and which do not require a policy decision other than referral to a future Full Council Meeting.

11. DATE OF NEXT MEETING: The next Council Meeting is scheduled for **7.30pm, Tuesday 11th July 2023 at 7.30pm** to be held in The Goss Groft Hall Small Meeting Room, unless otherwise notified. However, Members should note that Tuesday 13th June 2023 is scheduled for a Council Planning Meeting and Notice will be given if this Meeting is required. **(to note)**