

# **SEAGRY PARISH COUNCIL**

## **DRAFT MINUTES**

### **Council Meeting**

**held at 7.30pm**

**The Small Room, Goss Croft Hall, Upper Seagry SN15 5HD**

**9<sup>th</sup> May 2023**

Present: Cllr M Barber (Chairman), Cllr R Barr (Vice Chairman), Cllr J H Crosland, Cllr N Hutton, Cllr Emma Sorrell and Cllr K Taylor.

Also Present: Wiltshire Councillor H Greenman, 1 Member 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**

There were no Questions raised.

#### **REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES**

Wiltshire Cllr H Greenman had recently provided an Annual Report at the Annual Parish Meeting on the 25<sup>th</sup> April 2023. There had been little change in circumstances since that time. However, he again raised his concerns in regard to the present 5-year land supply requirements of National Government and how this was impacting on local planning decision making, particularly with planning appeal decisions. He cited a recent appeal decision for a large-scale development in Langley Burrell Without Parish that had been decided purely on the lack of a 5-year land supply in Wiltshire. He advised that a Judicial Review was under consideration, particularly as there had been suggestions from Government that the land supply issue was to be altered.

There were no further Reports.

#### **11/23 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr A Ball.

#### **12/23 Declaration(s) of Interest - in accordance with Seagry Parish Council's Code of Conduct (Adopted 9<sup>th</sup> November 2021) and Standing Orders (Adopted 12<sup>th</sup> May 2015)**

There were no Declarations of Interests.

#### **13/23 MINUTES** Members had been previously circulated with the Minutes.

- a) The Council received, approved and signed as a true record the Minutes of the Parish Council Meeting held 14<sup>th</sup> March 2023. **Cllr M Barber proposed, seconded Cllr J H Crosland and RESOLVED UNANIMOUSLY**

## 14/23 PLANNING

### Planning Applications:

There were no planning applications considered.

**Planning General:** The Council noted planning decisions and planning related matters, including appeals and enforcement issues since the last Council Meeting.

- 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 27<sup>th</sup> April 2023**
- b) Wiltshire Council Planning Peer Review. The Council had been invited to consider taking part in the Planning Advisory Service led Planning Peer Review. The Council agreed that the major issue to raise would be the lack of staff at the Authority that severely impacted on timescales.
- c) Enforcement Matters. The Council was advised that there had been no change in circumstances since the Council last met and the matters remained outstanding. Sadly, Mr Alan Brown, the Enforcement Officer had left Wiltshire Council and his replacement, Mr Shaun Williams, would need to be briefed on the history before any further action was likely. **(noted)**

## 15/23 FINANCE

The Council considered financial matters and received notification of receipts, invoices for payment and invoices paid since the last Council Meeting.

- a) **Payments:** The Council made the following Payments.

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*
* Reimbursed to Mr V A Vines		
Mr R Tucker. Grass Cutting Invoice 01 04.05.23	£	100.00
Mr R Tucker. Grass Cutting Allotments Invoice 01 04.05.23	£	20.00

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

- b) **Payments made since last Meeting:** The Council noted the following Payments made since the last Council Meeting.

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:** The Council noted the following Receipt since the last Council Meeting.

## 16/23 HIGHWAY MATTERS

- a) **Parish Stewards Programme/Requirements:** general issues for the Local Highway & Streetscene Community Team. Cllr J H Crosland, the Council link, had continued to provide the Parish Steward with priority works. Parish Steward visits had been scheduled for 13<sup>th</sup> June and 11<sup>th</sup> July 2023. **(noted)**
- b) **Rights of Way:** There were no matters raised. **(noted)**
- c) **Highway Conditions and Maintenance:** general issues in regards to Highway Conditions and Maintenance within the Parish.
  - i) HGV & Farm Traffic, Henn Lane + A429 Diverted Traffic. There had been no further progress on site meeting arrangements and further pressure was required on Wiltshire Highways. Wiltshire Cllr H Greenman would be provided with the details to approach Officers for a response. In addition to previous concerns recent SSEN works had damaged highway verges in the Clanville area. **(noted)**.
  - ii) Highway verge erosion in the Upper Seagry “triangle” and generally within the Parish. The above Minute (i) above refers. **(noted)**
  - iii) Provision of Additional salt/grit bins. There was no update. A new provision near the School entrance remained a priority. **(noted)**
  - iv) Village Entrance Gates. There was a likelihood that traffic calming measures being considered by Wiltshire Highways may include the provision of gates. **(noted)**

## 17/23 STANDING ITEMS

- a) **Recreation Ground:** Cllr M Barber reported that there had been a resolution on grass cutting issues. **(noted)**
- b) **Notice Boards:** There were no issues raised. **(noted)**
- c) **Flooding & Drainage:** There were no issues raised. **(noted)**
- d) **Parish/Community Website/Social Media:** There were no issues raised. **(noted)**
- e) **Council Award Scheme:** There was no update. **(noted)**
- f) **Asset Register:** There was no update necessary. **(noted)**
- g) **School Liaison:** There was no update. **(noted)**
- h) **Council Standing Orders & Financial Regulations:** The Council had agreed to review all Policies when required. **(noted)**
- i) **Council Code of Conduct:** The Council had agreed to review all Policies when required. **(noted)**

- j) **Risk Assessment, Health & Safety and Management Register:** The Council had agreed to review all Policies when required. **(noted)**
- k) **Freedom of Information Act-Publication Scheme:** The Council had agreed to review all Policies when required. **(noted)**
- l) **Seagry Spitfire Memorial:** The gifted bench was now in-situ and **the Council agreed that** Mr Mike Frazer should be thanked for his kind donation to the Parish.
- m) **Goss Croft Hall:** Cllr J H Crosland reported that the replacement main entrance gates had now been installed. Sadly, he needed to report that the two storage sheds had been broken into and all contents stolen. **(noted)**
- n) **Allotments:** It was reported that all allotments were taken and there was a waiting list. **(noted)**
- o) **Wiltshire Council Chippenham Area Board and Chippenham Community Area Parish Forum:** The next Area Board Meeting was scheduled for the 27<sup>th</sup> June 2023 at 6.30pm in the Wiltshire & Swindon History Centre, Cocklebury Road, Chippenham SN15 3QN. The following Meeting was scheduled for the 25<sup>th</sup> September 2023 at 6.30pm in the same venue. The Council would be notified of the next Parish Forum Meeting date when scheduled. **(noted)**
- p) **Parochial Church Council:** There was no update on this occasion. **(noted)**
- q) **Seagry Neighbourhood Plan:** There was no update required on this occasion. **(noted)**
- r) **Neighbourhood Watch:** There was no update. **(noted)**
- s) **Emergency Planning:** There was no update. **(noted)**
- t) **Insurance:** There was no update required. **(noted)**
- u) **Signpost Magazine:** Cllr A Ball would submit any articles on Parish Council matters. **(noted)**
- v) **Seagry Community Forum:** There was no update. **(noted)**
- w) **Community Speedwatch (CSW):** At the present time three CSW Team volunteers had been registered for training and Police clearance. **(noted)**
- x) **Defibrillator Project:** The training session would still need to be arranged. There was a need to complete a new Memorandum of Understanding with the S W Ambulance NHS Foundation Trust for each defibrillator and Cllr M Barber agreed to consider this further. **(noted)**
- y) **Data Protection. GDPR:** There was no update required. **(noted)**

## 18/23 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) **Autospeedwatch Devices.** There had been no change in circumstances since the last Council Meeting, although once the CSW Team were in place it was more likely that the data collected would be accepted by the Police. **(noted)**
- b) **Speed Identification Devices (SIDs).** There had been no change in circumstances since the last Council Meeting. However, the SID device was now ordered and it was hoped that the project would be completed by the end of July. **(noted)**
- c) **Community Speedwatch Team.** The volunteers had reached the training stage. **(noted)**
- d) **Wiltshire Operational Flood Group North.** A Flood Group Hybrid Meeting had been held on the 30<sup>th</sup> March 2023. The next Meeting was scheduled for the 19<sup>th</sup> May 2023 in Committee Room D, Monkton Park, Chippenham at 9.30am. It was possible to attend using Microsoft Teams. **(noted)**
- e) **Chippenham Local Highway and Footpath Group (LHFIG).** The LHFIG had met on the 25<sup>th</sup> April 2023 at 10.00am in the Langley Room, Monkton Park Council Offices. The note Tracker/Minutes had been received. Cllr M Barber reported that works under consideration would require Parish Council percentage funding, potentially around £5,000.00. **(noted)**
- f) **CPRE Wiltshire – Best Kept Village Competition 2023.** The Clerk confirmed that an entry had been made in this year’s Competition and based upon population Seagry would be in the Medium Village Category, having previously been in the Small Village Category. Council Members were reminded that there was a need to ensure that the community was involved in process. **(noted)**
- g) **His Majesty King Charles III – Coronation Celebration.** Cllr M Barber reported on the successful Bank Holiday weekend celebrations. The whole community became involved with the Saturday event at the Recreation Ground, the Sunday Service at the Church and the “Big Help Out” on the Monday. Thanks were given to numerous volunteers who had been involved to ensure that all had a fantastic time. **(noted)**
- h) **Wiltshire Council - Briefing Note 23-08.** The Council noted receipt of a Briefing Note in regards to the Reforms to National Planning Policy and the Wiltshire Council response to the consultation. **(noted)**
- i) **Wiltshire Council - Briefing Note 23-10.** The Council noted receipt of a Briefing Note in regards to Guidance for Neighbourhood Planning with Wiltshire including a link to the final version of the Guide. **(noted)**
- j) **Climate Action Plan.** The Chippenham Climate and Ecological Emergency Forum (CCEEF) had met on the 9<sup>th</sup> March 2023. Resulting from discussions it had been recommended that Town and Parish Councils should consider a Climate Action Plan. In addition the Forum had highlighted ways that some Council’s were moving forward with encouragement for other forms of transport by installing free cycle racks and also free water butts for properties. The Council considered that this was worthy of further consideration and the Clerk would source additional information and examples from other Local Authorities to assist.

- 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 existed 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 ground. The concept was welcomed and would need advertising to promote interest. The possibility of creating a small area within the allotments to grow-on trees would be further considered.
- l) **Community Emergency Contacts.** Wiltshire & Swindon Prepared (Local Resilience Forum) had initiated a new scheme called Community Emergency Contacts and had invited the Council to participate and engage in this. The details would be completed by Cllr M Barber. **(noted)**

**19/23 ANNUAL PARISH MEETING 2023:**

The Annual Parish Meeting had taken place on Tuesday 25<sup>th</sup> April 2023 at 7.30pm in Seagry C Of E Primary School The Draft Minutes were circulated to note. **(noted)**

**20/23 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING**

There were no issues raised.

**21/23 DATE OF NEXT MEETING**

The next Council Meeting was scheduled for **7.30pm, Tuesday 11<sup>th</sup> July 2023 at 7.30pm** to be held in The Goss Groft Hall Small Meeting Room, unless otherwise notified. However, Members noted that Tuesday 13<sup>th</sup> June 2023 was scheduled for a Council Planning Meeting and Notice would be given if this Meeting was required.

Signed:

Date: **11<sup>th</sup> July 2023**