

SEAGRY PARISH COUNCIL

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6th January 2017

Dear Councillor,

You are summoned to a **Meeting of the Seagry Parish Council**, which will be held on **Tuesday 10th January 2017** in the **Goss Croft Hall, Upper Seagry SN15 5HD** commencing at **7.30 p.m.**

Yours faithfully,

Vivian Vines

Vivian A Vines MBE
Parish Clerk

AGENDA

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 FOR ABSENCE:** To note and agree Apologies received from Council Members.
2. **Declaration(s) of Interest - in accordance with Seagry Parish Council's Code of Conduct (Adopted 14th May 2015) and Standing Orders (Adopted 14th May 2015)**

3. **MINUTES:** To receive and sign as a true record the Minutes of the meeting/s held

Parish Council Meeting held 8th November 2016 (see attached Draft Minutes)

4. **PLANNING:**

Planning Applications: To make observations on Planning Applications received

No Planning Applications have been received within the timescale for Agenda inclusion. Planning Applications received within the next 3 weeks will be considered at the Parish Council's Planning Meeting scheduled for Tuesday 14th February 2017

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

- a) 16/08358/FUL
Erection of Two Bed Bungalow (retrospective)
The Anchorage, Scotland Hill, Upper Seagry, Nr Chippenham, Wiltshire SN15 5HB
For Mr & Mrs Sowerby

Refused 18th November 2016

- b) 16/08339/FUL
Conversion of Former Agricultural Building to Provide Agricultural Worker's Dwelling ancillary to Dairy, Beef & Arable Farm (retrospective)
Trinity Farm, 8 Lower Seagry, Nr Chippenham, Wiltshire SN15 5EP
For Mr R Biggin

Approved, subject to Conditions 2nd December 2016

- c) 16/02949/FUL
New Dairy and Beef Young Stock Housing
Trinity Farm, 8 Lower Seagry SN15 5EP
For Mr Rob Biggin

Approved, subject to Conditions 12th December 2016

- d) APPEAL REF: APP/Y3940/W/16/3162745

16/08475/PNCOU
Notification for Prior Approval – Conversion of Existing Building (Building No 3) Falling Within Class B8, for Use as 3 No Dwellings (Use Class C3) Pursuant to Class P
Building 3, Nables Farm, Scotland Hill, Upper Seagry SN15 5HB
For Mr Andrew Jackson

The Council has been informed that an appeal, on the basis of the Written Representation procedure, has been registered against a Refusal of permission with a deadline for comments being within 5 weeks of the 28th December 2016. **(see attached) (For Decision)**

5. FINANCE: To consider financial matters and to receive notification of any receipts and invoices for payment

- a) To consider and approve any payments required

Mr R Tucker Seagry PC Inv 08. 1 st December 2016	£ 45.00
Mr R Tucker Seagry Allotments Inv 08. 1 st December 2016	£ 10.00
Mr V Vines reimbursement. Black Nova Design Inv BND-1803 18.11.16	£ 60.00
Grant Thornton UK LLP. Inv 8613887 15 th November 2016	£ 120.00

(see attached invoices)

- b) To note any receipts received

Hills Group CPRE Wiltshire Best Kept Village 2016 1st Round Winners Award £100.00

- c) Council Budget: To consider the Council Budget and Budget proposals for the Council Year 2017- 2018 and required Precept.

Wiltshire Council Tax Setting Programme 2017/2018. Wiltshire Council has advised that the deadline for submitting the Council's Precept request is the 20th January 2017. Council need to consider and agree their spending proposals for the next Council Year. **(see attached) (For Decision)**

6. HIGHWAY MATTERS:

- a) Parish Stewards Programme/ Requirements – Local Highway and Streetscene Community Team. To raise general issues and to receive any updates. To consider and update the top 5 priority template spreadsheet and inform Wiltshire Council Highways. **(For Decision)** To note receipt of Local Highways (Cllr Mr Whitehead's) December 2016 and January 2017 Newsletters and attachments. **(previously circulated) (to note)**.
- b) Rights of Way – To raise general issues and to receive any updates. **(to note)**
- c) Highway & Footpaths Conditions and Maintenance – To raise general issues and to receive any updates, including highway verge parking. **(For Decision)**

7. UPDATE ON STANDING ITEMS:

- a) Recreation Ground – To raise general issues and to receive any updates.
- b) Notice Boards – To raise general issues and to receive any updates.
- c) Flooding & Drainage – To raise general issues and to receive any updates.
- d) Parish/Community Website/Social Media – To raise general issues and to receive any updates.
- e) Quality Council – To raise general issues and to receive any updates. **(to note)**
- f) Asset Register – To consider any updates required. The Council has agreed to maintain all Council Assets on a minimum 3 year cycle. To consider options. **(For Decision)**
- g) School Liaison – To raise general issues and to receive any updates. The Council is now receiving regular copies of the School Newsletters. **(to note)**
- h) Council Standing Orders & Financial Regulations – To consider any updates required. **(to note)**
- i) Council Code of Conduct – To consider any 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.
- m) Goss Croft Hall – To raise general issues and to receive any updates.
- n) Allotments – To raise general issues and to receive any updates. **(to note)**
- o) Wiltshire Council Chippenham Area Board and Chippenham Community Area Parish Forum
 - i) To note that the next meeting of the Wiltshire Council Chippenham Area Board is to be held on Monday 16th January 2017 in the Neeld Hall, Chippenham. **(to note)**
 - ii) To consider any new, and review any previous local issues within the Parish, which have been, or should be raised, with the Chippenham Area Board at their next Meeting **(For Decision)**
 - iii) To receive any reports and updates resulting from Chippenham Community Area Parish Forum held on the 23rd November 2016 in the Goss Croft Hall, Upper Seagry. **(to note)**
 - iv) To note that the next meeting of the Chippenham Community Area Parish Forum is to be held on Wednesday 18th January 2017 at 7.30pm in the Kington St Michael Club. **(to note)**
 - v) To consider any new, and review any previous local issues within the Parish, which should be raised, with the Chippenham Community Area Parish Forum **(For Decision)**
- p) Chippenham & The Villages Community Area Partnership – To raise general issues and to receive any updates. **(to note)**
- q) Parochial Church Council – To raise general issues and to receive any updates. **(to note)**
- r) Seagry Neighbourhood Plan – To raise general issues and to consider progress.
- s) Neighbourhood Watch – To raise general issues and to receive any updates.
- t) Emergency Planning – To raise general issues and to receive any updates.
- u) Insurance – To raise general issues and to receive any updates. **(to note)**
- v) Signpost Magazine – To agree editorial if necessary.
- w) Seagry Community Forum – To raise general issues and to receive any updates.

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) Wiltshire Council Operational Flood Working Group North. To note that a Meeting was held on the 16th November 2016 and to note that the next Meeting is scheduled to take place on Thursday 19th January 2017, 09:30-13:00 at Beversbrook Sports Centre, Calne SN11 9FL. **(to note)**
- b) Buckingham Palace Garden Party 23rd May 2017. WALC has invited the Council to submit nominations to enter the draw taking place on the 25th January 2017. **(see attached) (For Decision)**
- c) Community First – External Xmas Review. To note receipt of Newsletter 2016. **(see attached) (to note)**
- d) Wiltshire Council. Briefing Note No 315. To note receipt of Briefing Note No 315 in regards to the Wiltshire Online Programme and Broadband Update. **(see attached) (to note)**
- e) Community First. To note receipt and consider letter, dated 7th December 2016, in regards to changes in Governance procedures. **(see attached) (For Decision)**

- f) Wiltshire Council. Briefing Note No 316. To note receipt of Briefing Note No 316 containing Guidance in regards to the Management of Council business during the pre-election period to 4th May 2017. **(see attached) (to note)**
- g) Wiltshire Council. Draft Wiltshire Playing Pitch Strategy and Wiltshire Open Space Study Community Area Profiles – Consultation. The Consultation timescale runs until 5pm on Monday 9th January 2017. Wiltshire Council has agreed that the Parish Council can submit late comments. **(see attached) (For Decision)**
- h) Wiltshire Council. Temporary Closure of B4069 Main Road (Part) Christian Malford and Sutton Benger. The Council has been notified of the intended closure on the 13th February 2017 for two days. **(see attached) (to note)**
- i) Police and Crime Commissioner Consultation. The Council has been notified of the Consultation ending on Friday 27th January 2017. The Consultation relates to the Draft Police and Crime Plan for 2017-2020 and a proposed increase in Precept of 1.9 per cent. **(see attached) (For Decision)**

9. 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 the next meeting.

- 10. DATE OF NEXT MEETING:** The next Council Meeting is scheduled for **7.30pm, Tuesday 14th March 2017**. However, Members should note that **Tuesday 14th February 2017** is scheduled for a Planning Meeting, for which Notice will be given if required.