

SEAGRY PARISH COUNCIL

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10th May 2017

Dear Councillor,

You are summoned to a **Meeting of the Seagry Parish Council**, which will be held on **Tuesday 16th May 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. Apologies have been received to date from Cllr M Barber, Cllr A Ball and Cllr Mrs B Zehetmayr
- 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 14th March 2017 (see attached Draft Minutes)

- 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)

At the time of Agenda publication there are no Planning Applications to consider.

Planning Applications received within the next 3 weeks will be considered at the Parish Council's Planning Meeting scheduled for Tuesday 13th June 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.

At the time of Agenda publication there are no matters to report.

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. There are no payments to make
- b) To note any receipts received. None received

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 April and May 2017 Newsletters and attachments. **(to note)**.
- b) Rights of Way – To raise general issues and to receive any updates. **(For Decision)**
- 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. **(to note)**
- b) Notice Boards – To raise general issues and to receive any updates. **(to note)**
- 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. **(to note)**
- e) Quality Council – 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 – 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. **(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 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 26th June 2017 at 7.00pm in the Council Chamber, Monkton Park, 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 15th March 2017 in the Kington St Michael Club. **(to note)**
 - iv) To note that the next meeting of the Chippenham Community Area Parish Forum is to be held on Wednesday 28th June 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. **(to note)**
- s) Neighbourhood Watch – To raise general issues and to receive any updates. **(to note)**
- t) Emergency Planning – To raise general issues and to receive any updates. **(to note)**
- u) Insurance – To raise general issues and to receive any updates. **(to note)**
- v) Signpost Magazine – To agree editorial if necessary. **(For Decision)**
- w) Seagry Community Forum – 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) The New Inn - Asset of Community Value. Minute 78/16 (a) refers. In order to secure the future of the local Public House a Parishioner had raised the issue of its' status as a community facility and asked the Parish Council to support any application made to declare it as an "Asset of Community Value". The Council had been supportive of the principle and had agreed to raise the matter at the Annual Parish Meeting. Minute 8 (c) of the Annual Parish Meeting refers. **(to note)**
- b) Fly tipping. Minute 78/16 (b) refers. A Parishioner had raised the issue of litter within the Parish and the Council had noted an increase in Fly tipping. The Council had considered that regular community litter picks may assist and had agreed to raise the matter at the Annual Parish Meeting. Minute 8 (b) of the Annual Parish meeting refers. **(For Decision)**
- c) Permanent Parking in Designated Temporary Car Parking Bays. Minute 78/16 (c) refers. The Council had agreed that long-term parking should be avoided and had agreed that a sensitively worded letter should be written to identified miscreants. To date the letter/s have not been written as in the first instance the matter has been referred to in the latest Signpost Magazine article to see if there is any improvement. **(to note)**
- d) Wiltshire Council Operational Flood Working Group North. . To note that a Meeting was held on the 22nd March 2017 at Trowbridge Rugby Club, Hilperton BA14 6JB. The date of the next Meeting is the 17th May 2017 at Devizes Corn Exchange. **(to note)**
- e) CPRE Wiltshire Best Kept Village Competition 2017, sponsored by Hills Group. To note that the Council has entered the Competition and as one of the early entries will receive free bags of Hills Warrior Compost. Further details will be provided on collection arrangements. **(to note)**
- f) Annual Parish Meeting – Council Members will have received, via the Clerk, a copy of an email from Mr Richard Newman (18.04.17) setting out his comments and thoughts on a number of issues, he feels are beneficial for the village as a whole. Council Members will have noted that the Clerk has responded clarifying a number of issues particularly relating to financial matters and procedure. To consider the views and comments and any response the Council may wish to make at this time. **(see attached) (For Decision)**
- g) Wiltshire Council. Parish and Town Evening Highways Meeting/s. To note that the nearest session will take place on the 17th May 2017 at Monkton Park, Chippenham, 7.00 to 9.00pm. **(to note)**
- h) Dog Fouling. The Council has recently received a complaint regarding dog fouling, in this instance at Seagry Allotments and suggesting that dogs should be banned from the Allotments. The Council need to respond and rather than an outright ban possible options could include signage such of a "Keep dogs on Lead" and "Clean Up" nature. Timely, the Malmesbury Community Engagement Manager has reminded Councils in that area of National Guidance and powers that are available in regards to Dog Control Orders and Community Protection Notices. **(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. ANNUAL PARISH MEETING 2017:

The Annual Parish Meeting was held on Tuesday 11th April 2017 in Seagry Primary School. Draft Minutes are attached. **(see attached)** A number of questions and issues were raised, which the Council will need to consider at their next Meeting **(to note)**

11. DATE OF NEXT MEETING: The date of the next Full Council Meeting is scheduled for **7.30pm, Tuesday 11th July 2017**. However, Members should note that **Tuesday 13th June 2017** is scheduled for a Planning Meeting for which Notice will be given.