

SEAGRY PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.30pm

The Goss Croft Hall, Upper Seagry SN15 5HD

6th September 2022

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

Also Present: 3 members of the public, Wiltshire Councillor H Greenman 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 Councillor H Greenman advised that Solar Farm planning proposals in the future would become even more contentious; particularly as better grade agricultural land may be lost. There will be a need for Local Plan Policies to address the whole issue of Solar Farms. He reminded the Council of the changes to car park tariffs from the 1st September 2022.

There were no further Reports.

33/22 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr A Ball and Cllr R Barr.

34/22 Declaration(s) of Interest - in accordance with Seagry Parish Council's Code of Conduct (Adopted 9th November 2021) and Standing Orders (Adopted 12th May 2015)

There were no Declarations of Interests.

35/22 MINUTES Members had been previously circulated with the Minutes.

The Council received, approved and signed as a true record the Minutes of the Parish Council Meeting held 12th July 2022. **Cllr J H Crosland proposed, seconded Cllr N Hutton and RESOLVED UNANIMOUSLY**

36/22 PLANNING

Planning Applications: Prior to the consideration of any Planning Application, the opportunity was given for Applicants and their Representatives and any other interested parties to address the Council. The Council received representations from Mr M Foot, Mrs B Foot and Mrs D Short.

- a) PL/2022/05598 – Householder Application
Proposed Self-Contained Annexe to Form Ancillary Accommodation
to Dwellinghouse
Hobarts Cottage, 12 Lower Seagry, Nr Chippenham, Wiltshire SN15 5EP
For Mr Manuel Pinero Paz

Following consideration of the application **the Council resolved to inform Wiltshire Council that** the Council was unable to support the proposals and recommend refusal.

Albeit that the application referred to being an “annexe to form ancillary accommodation” the proposals were considered tantamount to the erection of a new dwelling as the accommodation intended would produce a self-contained unit, within the countryside contrary to National, Local Plan and Neighbourhood Plan Policy.

Notwithstanding the Council being against the principle of creating a new dwelling in Lower Seagry in this location, there were detailed issues that also concerned the Council.

They believed that the large 2 storey built form was an over-development of the site, being of significant height and bulk, with an imposing character that had a detrimental impact on the street scene by removing the open aspect that existed and overshadowed the existing property and a neighbouring property. In addition the reduction in on-site parking facilities would increase the requirement for overspill highway parking.

The Council acknowledged the reasons given to support the application. However, the Council’s view was that the requirements could be met by extending the existing dwelling in a sympathetic manner creating self-contained accommodation that was genuinely ancillary to the host dwelling.

The Council recommended that the application be refused. However, should Wiltshire Council be considering a favourable decision, then it was considered essential that an enforceable planning condition be included on any permission given that covered the issues of ownership and occupation so that the “annexe” remained ancillary to the host dwelling and the ownership remained with that dwelling.

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

- b) PL/2022/05837 – Householder Application
Erection of Entrance Gates and Associated Railings
Church Farm, Lower Seagry, Nr Chippenham SN15 5EP
For Mr Stephen Peters

Following consideration of the application **the Council resolved to inform Wiltshire Council that** the Council was concerned that the application was of a retrospective nature that concerned a “Valued Local View No 5” within the Seagry Neighbourhood Plan and adjoined an important Listed Building and related curtilage.

Notwithstanding this the Council had considered the proposals on their merits and found that the design of the fencing and gates now in-situ was “just about tolerable” albeit that it altered the open aspect previously enjoyed and much valued.

The Council’s main concern related to the future use of the now extended curtilage, previously open space, but now enclosed. There was no mention of this in the application details. The enclosed land remained open in nature, with the suggestion being made by the applicant that a sense of arrival and enclosure to the host building had been created.

Accepting this at face value the Council felt that this should be guaranteed in perpetuity and that should the application be considered for a favourable decision then it should include planning conditions that controlled the future of the fence and gates so that they remained of the design and colour now in-situ and any change proposed requiring approval. In addition a condition that protected the appearance of the enclosed land so that no structures, planting or other works be carried out on it without the prior approval of the Local Planning Authority via a planning application.

The Council considered that this area of Lower Seagry was much valued and appropriate protection should/must be in place to control potential detrimental changes in the short and long term.

Cllr K Taylor proposed, seconded Cllr Emma Sorrell and RESOLVED UNANIMOUSLY

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

- a) PL/2022/02508 – Full application
Alterations and Subdivision to Create 2 No Dwellings
Leaffield House, Scotland Hill, Upper Seagry, Chippenham, Wiltshire SN15 5HB
For Mr A Jackson **Approved with Conditions 26th July 2022**

- b) PL/2021/10379 – Listed Building Consent Application
The Conservation and Restoration of Listed Gates and Railings on Entrance Drive and to the South of Front Lawn. The gates to be removed to our workshops for restoration prior to re-hanging and railings to be restored on site
Seagry House, Upper Seagry, Chippenham, Wiltshire SN15 5HD
For Vanessa Buchan **Withdrawn by Applicant 26th July 2022**

- 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.
(noted)

37/22 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.

Mr R Tucker. Grass cutting Inv 04	01.08.22	£	100.00
Mr R Tucker. Grass cutting allotments Inv 04	01.08.22	£	20.00
Parish Notice Board Co. Classic Notice Board. Inv 10004	03.06.22	£	1,482.00
Parish Online. GeoXsphere Ltd. 22/23 Inv 00HY192-0005	06.08.22	£	36.00

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

- b) **Payments made since last Meeting:** The Council noted that no Payments had been made since the last Council Meeting. **(noted)**
- c) **Receipts:** The Council noted that there had been the following Receipts since the last Council Meeting. **(noted)**

Allotment Holders Rents 22/23 £ 240.00

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

Lloyds Account No. 00454316 26th July 2022 £ 39,274.70

38/22 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. Since the Council had last met the Parish Steward visits had been 26th July and 22nd August 2022. The Council would be advised of future visits in due course. **(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. In regards to the transport depot in Rodbourne, the Council had written to transport operator, Lloyd Fraser, but had received no reply to date. Wiltshire Cllr H Greenman had received an initial response in regards to the reinstatement of damage to Henn Lane and surrounding areas but no further contact had been received. There may be a need to contact the Cabinet Member for Highways again in order to make progress. **(noted)**
 - ii) Highway verge erosion in the Upper Seagry “triangle” and generally within the Parish. There was no update available. **(noted)**
 - iii) Provision of Additional salt/grit bins. There was no update. **(noted)**
 - iv) Village Entrance Gates. There was no update. **(noted)**

39/22 STANDING ITEMS

- a) **Recreation Ground:** There were no issues raised. **(noted)**
- b) **Notice Boards:** The new notice board for Upper Seagry would be delivered later in the week and arrangements made for erection. **(noted)**
- c) **Flooding & Drainage:** There were no issues raised. **(noted)**

- d) **Parish/Community Website/Social Media:** Council Members were requested to review their biography details on the website and advise the Clerk accordingly. **(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:** There was no update. **(noted)**
- m) **Goss Croft Hall:** There was no update. **(noted)**
- n) **Allotments:** There was no update. **(noted)**
- o) **Wiltshire Council Chippenham Area Board and Chippenham Community Area Parish Forum:** The Area Board had last met on the 13th June 2022 at 7.00pm in the Neeld Hall, Chippenham. The next Area Board Meeting was scheduled for Monday 26th September 2022 at 7.00pm at Yatton Keynell Village Hall, Biddestone Lane, Yatton Keynell. The Council had been made aware that Mr Ollie Phipps, the Community Engagement Manager, had now left Wiltshire Council. The Council would be notified of the next Parish Forum Meeting date when scheduled. **(noted)**
- p) **Parochial Church Council:** There was no report. **(noted)**
- q) **Seagry Neighbourhood Plan:** The Council had considered how they should monitor and review the adopted Neighbourhood Plan. Cllr K Taylor had contacted the Wiltshire Council Link Officer and ascertained that minor modifications were possible. Cllr Taylor presented initial thoughts on amendments to the identification of important key breaks in the village policy and plans. **It was agreed that all Council Members** would consider any further amendments that might be required to discuss at the next Council Meeting.
- 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:** There was a need to submit regular editorial to ensure that Seagry matters appeared. **(noted)**

- v) **Seagry Community Forum:** There was no update. **(noted)**
- w) **Community Speedwatch (CSW):** There was a need to ascertain the status of both the Highway Survey that had now been carried out and the Highway Assessment being conducted through LHFIG that was being part funded by the Parish Council. The former, with agreement, had been carried out as part of the Highway Assessment and concern was expressed as to whether the work carried out to date had been sufficient for inform the Assessment and what further survey work was to be enacted to complete the Assessment. No progress could be made with the CSW process until the Highway Survey had confirmed the need. Initial impressions from survey figures recently provided tended to indicate that the major problem related to the Goss Croft Hall, Startley Road entrance and that other area statistics did not support the need. The matters would be raised with Wiltshire Highways and LHFIG. **(noted)**
- x) **Defibrillator Project:** The S W Ambulance Trust Training Session would need to be re-scheduled as a joint event in the Recreation Ground Pavilion. **(noted)**
- y) **Data Protection. GDPR:** There was no update required. **(noted)**

40/22 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. **(noted)**
- b) **Speed Identification Devices (SIDs).** The result/s of the Highway Survey remained outstanding. **(noted)**
- c) **Wiltshire Operational Flood Group North.** A Hybrid Flood Group Meeting had been held on the 21st July 2022. The Council had received an invitation to attend and to raise any local concerns. The next Meeting was scheduled for 22nd September 2022 at Monkton Park Offices. **(noted)**
- d) **Chippenham Local Highway and Footpath Group (LHFIG) (Formerly CATG).** LHFIG met on the 26th July 2022 at the Wiltshire and Swindon History Centre, Chippenham. The date of the next Meeting was scheduled for 4th October 2022 at 10.00am at a venue to be confirmed. **(noted)**
- e) **Highway Fingerpost Direction Sign.** The cast metal replacement, now including the Queen's Platinum Jubilee Celebration circular finial was on order. The order was placed together with adjacent Parish Council's orders so that the delivery costs were shared. **It was confirmed that** delivery was to be the Goss Croft Hall.
- f) **Wiltshire Council Chippenham Climate & Ecological Emergency Forum.** A "Community Conference" was arranged for the 6th and 7th October 2022 in the Neeld Community and Arts Centre. Booking forms had been circulated. **(noted)**
- g) **Wiltshire Council - Briefing Note 22-16.** The Council noted receipt of a Briefing Note in regards to the Wiltshire Council's new Streetscene contract with Idverde Limited. **(noted)**

- h) **Community First AGM.** The Council noted receipt of an invitation to attend the Community First AGM to be held on Wednesday 12th October 2022, 5.30-7.30pm in Devizes Town Hall. **(noted)**
- i) **CPRE Wiltshire AGM.** The Council noted receipt of an invitation to attend the CPRE Wiltshire AGM to be held on Thursday 22nd September 2022 at 6.30pm in the Corn Exchange, Devizes. **(noted)**
- j) **Wiltshire Council - Briefing Note 22-18.** The Council noted receipt of a Briefing Note in regards to the Wiltshire Community Governance Review, commencing 19th August 2022. On this occasion there were no implications for the Parish **(noted)**
- k) **Wiltshire Council - Briefing Note 22-19.** The Council had received a Briefing Note in regards to the Wiltshire Community Governance Review – Stage 3. On this occasion there were no implications for the Parish as they related to the Calne and Malmesbury areas. **(noted)**
- l) **St John Ambulance.** The Council had received a request for financial support towards the funding of a new Community Support Vehicle. Following consideration **the Council agreed that no support** would be offered.
- m) **Wiltshire Citizens Advice.** The Council had received a request for financial support towards the funding of the service. The Council agreed that a Section 137 grant of £50.00 should be given. **Cllr K Taylor proposed, Cllr M Barber seconded and RESOLVED UNANIMOUSLY**
- n) **Dogs off Leads, Lower Seagry.** A Lower Seagry Parishioner had contacted the Council asking if the Council would consider the matter of dogs off the lead roaming onto private land, chasing chickens and ducks in the Lower Seagry area. No specific information or instances had been provided. The Parish Council had no immediate Powers in the matter and could only suggest that affected persons should discuss with dog owners at the time or that, if continuing, it should be reported to the Wiltshire Council Dog Warden, or the Wiltshire Police who could investigate.

41/22 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

Cllr Emma Sorrell advised that a “Conker Challenge” was to take place at the School on the 15th October 2022 and entry was available.

There were no further issues raised.

42/22 DATE OF NEXT MEETING

The next Council Meeting was scheduled for 7.30pm, **Tuesday 8th November 2022, in this instance to be held in The Pavilion, Recreation Ground, Upper Seagry.** However, Members noted that **Tuesday 11th October 2022** was scheduled for a Planning Meeting and Notice would be given if this Meeting was required.

Signed:

Date: **8th November 2022**