

# SEAGRY PARISH COUNCIL

## DRAFT MINUTES

### Council Meeting

held at 7.30pm

The Goss Croft Hall, Upper Seagry SN15 5HD

12<sup>th</sup> July 2022

Present: Cllr M Barber (Chairman), Cllr A Ball, Cllr R Barr, Cllr N Hutton, Cllr Emma Sorrell and Cllr K Taylor

Also Present: 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**

There were no Reports.

#### **23/22 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr J H Crosland. Cllr R Barr apologised for his non-attendance by email during the Meeting.

#### **24/22 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.

#### **25/22 MINUTES** Members had been previously circulated with the Minutes.

- a) The Council received, approved and signed as a true record the Minutes of the Annual Parish Council Meeting held 17<sup>th</sup> May 2022. **Cllr K Taylor proposed, seconded Cllr A Ball and RESOLVED UNANIMOUSLY**
- b) The Council received, approved and signed as a true record the Minutes of the Parish Council Meeting held 17<sup>th</sup> May 2022. **Cllr M Barber proposed, seconded Cllr N Hutton and RESOLVED UNANIMOUSLY**

## 26/22 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. There were no Representations received from any interested parties.

- a) PL/2022/02353 – Full application  
Proposed Annexe  
22 T Junction At Coach House, Upper Seagry North West to  
Junction Henn Lane, Upper Seagry, Nr Chippenham, Wiltshire SN15 5EX  
For Richard Pearce

The Council had considered this application on the 12<sup>th</sup> April 2022 and had been re-consulted. Following consideration of the application **the Council resolved to inform Wiltshire Council that:**

The issues raised previously by the Council still remained albeit the proposal was now re-titled as Proposed Annexe. The Council still questioned how a new build on an area of land situated on the opposite side of the public highway could be classed as an Annexe to the applicant's dwelling. The Council remained concerned that the proposal was tantamount to the erection of a new dwelling, as the accommodation intended would produce a self-contained unit.

With this in mind the Council felt that an enforceable planning condition should 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. The Council noted that no alterations had been made to the submitted design and materials. The Council also remained concerned about vehicle parking arrangements, as although spaces were now shown on both the site of the host dwelling and the annexe, visibility was restricted/obscured.

**Cllr M Barber proposed, Cllr A Ball seconded 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/2022/01712 – Householder application  
Orangery Extension to Rear Elevation  
41, Henn Lane, Upper Seagry, Nr Chippenham, Wiltshire SN15 5HA  
For Mr & Mrs Tirbhowan **Approved with Conditions 31<sup>st</sup> May 2022**
- b) Enforcement Matters. The Council was advised that there has been no change in circumstances since the Council last met and matters remained outstanding. Recently, works in the region of Church Farm, Lower Seagry had been identified and Wiltshire Council had confirmed that enforcement of un-authorized works was now ongoing. **(noted)**

## 27/22 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 02	04.06.22	£	100.00
Mr R Tucker. Grass cutting allotments Inv 02	04.06.22	£	20.00
Mr R Tucker. Grass cutting Inv 03	04.07.22	£	100.00
Mr R Tucker. Grass cutting allotments Inv 03	04.07.22	£	20.00

**Cllr M Barber proposed, Cllr Emma Sorrell seconded and RESOLVED UNANIMOUSLY**

- b) **Payments made since last Meeting:** The Council noted that the following Payment had been made since the last Council Meeting. **(noted)**

Lucinda Fosker Vocalist. Queen's Platinum Jubilee Celebration Inv 1084 £900.00

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

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

Lloyds Account No. 00454316 30<sup>th</sup> June 2022 £ 40,414.70

## 28/22 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. The dates of future Parish Steward visits were 26<sup>th</sup> July and 22<sup>nd</sup> August 2022. **(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. The Council had written to Wiltshire Highways in regards to the diverted traffic issues. The letter had been acknowledged but as yet there had been no formal response. The reinstatement of damage remained a major concern and previous assurances that significant reinstatement would occur, other than small emergency patching no works had been carried out. During the Meeting Wiltshire Cllr H Greenman emailed the Highway Officers concerned and raised the issue. During discussions the potential for the introduction of proper kerbed passing bays was discussed that could be a long-term solution for this rural lane. The issue of HGV traffic from the transport depot in the neighbouring Parish remained unresolved and still needed to be addressed. There was still a need to confirm the Operator/s so that contact could be made to seek a solution.

- ii) Highway verge erosion in the Upper Seagry "triangle" and generally within the Parish. The general verge damage as a result of the A429 diversion issues still needed to be agreed with Wiltshire Council as part of the reinstatement works.

- iii) Provision of Additional salt/grit bins. There was no update on this occasion. **(noted)**
- iv) Village Entrance Gates. Cllr A Ball reported that remedial works were in hand. **(noted)**

## 29/22 STANDING ITEMS

- a) **Recreation Ground:** There were no issues raised. Cllr M Barber reported on a number of community activities being planned including a “tent camp out” on the forthcoming Saturday. **(noted)**
- b) **Notice Boards:** A later Agenda item referred to the replacement of the existing notice boards. **(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 met on Monday 13<sup>th</sup> June 2022 in The Neeld Hall, Chippenham. The Council would be notified of the next Area Board and Parish Forum Meeting dates when available. **(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 and had asked the Steering Group to consider the matter and advise the Council on procedural matters.

There had been suggestion made that the Council could do this with the advice of the Wiltshire Link Officer. Cllr K Taylor agreed to contact the Officer and ascertain her views.

- 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:** An article would be prepared and submitted for publication in the next available edition. (noted)
- v) **Seagry Community Forum:** There was no update. (noted)
- w) **Community Speedwatch (CSW):** The Highway Survey had been requested and it appeared that this had now been carried out as part of the Highway Assessment being conducted through LHFIFG that was being part funded by the Parish Council. Concern was expressed as to whether the work carried out to date had been sufficient for inform the Assessment. The Clerk would enquire if the Highway Survey, required for the CSW process had been completed and had confirmed the need for CSW and associated SID installation to proceed. (noted)
- x) **Defibrillator Project:** The S W Ambulance Trust had offered the date of 20<sup>th</sup> September 2022 for a Training Session. This could be held jointly with Langley Burrell, Dauntsey and others and **the Council agreed to host the Session** in the Recreation Ground Pavilion. Arrangements would need to be confirmed.
- y) **Data Protection. GDPR:** There was no update required. (noted)

### 30/22 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 Group Meeting had been held on the 26<sup>th</sup> May 2022. The Council had received an invitation to attend and to raise any local concerns. The Notes of the Meeting had not yet been received. (noted)
- d) **Queen's Platinum Jubilee 2022.** It was confirmed that the Celebrations held had been well received and well attended resulting in a request for more community events to be held. (noted)
- e) **Chippenham Local Highway and Footpath Group (LHFIFG) (Formerly CATG).** LHFIFG had met on the 19<sup>th</sup> April 2022. The Note Tracker for the Meeting had been circulated. The next Meeting was scheduled for 26<sup>th</sup> July 2022 at 10.00am in the Wiltshire and Swindon History Centre, Chippenham. (noted)

- f) **Highway Fingerpost Direction Sign.** The replacement fingerpost sign for the Upper Seagry “triangle” was on order and now included the Queen’s Platinum Jubilee circular finial. **(noted)**
- g) **Parish Council Database.** The Council agreed to remove this item from future Agendas.
- h) **Notice Boards.** The Council had considered the replacement of both notice boards. The Council had agreed to purchase a freestanding and wall hung version of the Parish Notice Board Co. 1500 x 1200mm size Classic design style in dark green, all access model with pin board interior and Platinum Jubilee Celebration banner. Subsequently it had been recognised that the wall-hung model had been too big for the wall space available. Consequently, **the Council agreed to continue with the order for the freestanding version for Upper Seagry and would retain and renovate the existing timber notice board at Lower Seagry. Cllr A Ball proposed, Cllr M Barber seconded and RESOLVED UNANIMOUSLY**
- i) **M4 Junction 17 Proposals.** The Council had been asked by Wiltshire Council Highways Project Team for views on proposals to improve Junction 17 with expected costs of around £27m. Evidently an Outline Business Case was being prepared to submit to the Department of Transport. The Parish Council **was strongly against any proposals** for further improvements to this Junction and considered that there was no need. There was a suggestion that any funds available should be used to improve, repair, maintain the County wide rural road network. The Council viewed this proposal as the thin end of the wedge with the overall intention being to enable the surrounding rural land to be developed in a similar manner as other M4 Junctions, which had already commenced with the distribution/business park on one quadrant.
- j) **Wiltshire Council Cost of Highway Works 22/23.** The Council noted receipt of an Information Sheet in regards to the latest costs/charges. **(noted)**
- k) **Wiltshire Council Briefing Note 22-13.** The Council noted receipt of a Briefing Note in regards to Area Board Arrangements. **(noted)**
- l) **Future Chippenham Judicial Review.** The Council had been notified that the High Court of Justice had found in favour of Wiltshire Council on all three counts. Work was now continuing to develop the Future Chippenham programme and prepare for a full public consultation on proposals later in the year. **(noted)**
- m) **Wiltshire Council Chippenham Climate & Ecological Emergency Forum.** The Notes of their Meetings held on the 26<sup>th</sup> April 2022 and 7<sup>th</sup> June 2022 had been provided and also their Terms of Reference. A “Community Conference” was arranged for the 6<sup>th</sup> and 7<sup>th</sup> October 2022 in the Neeld Community and Arts Centre. Cllr Emma Sorrell had attended the most recent Meeting and positively updated the Council on discussions and presentations and particularly mentioned the work of Corsham Town Council. She had asked that Council for further information. **(noted)**

### **31/22 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING**

There were no issues raised.

### **32/22 DATE OF NEXT MEETING**

The next Council Meeting was scheduled for **7.30pm, Tuesday 13<sup>th</sup> September 2022**. However, Members noted that **Tuesday 9<sup>th</sup> August 2022** was scheduled for a Planning Meeting and Notice would be given if this Meeting was required.

Signed:

Date: **13<sup>th</sup> September 2022**