

SEAGRY PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.30pm

Goss Croft Hall, Upper Seagry SN15 5HD

14th January 2020

Present: Cllr M Barber (Chairman), Cllr A Ball, Cllr R Barr, Cllr J H Crosland (Vice Chairman), Cllr K Pearce and Cllr Mrs B Zehetmayr.

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

There were no Reports.

62/19 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr K Taylor.

63/19 Declaration(s) of Interest - in accordance with Seagry Parish Council's Code of Conduct (Adopted 12th May 2015) and Standing Orders (Adopted 12th May 2015)

No Interests were declared.

65/19 MINUTES Members had been previously circulated with the Draft Minutes.

The Council received, approved and signed as a true record the Minutes of the Parish Council Meeting held 12th November 2019. **Cllr A Ball proposed, Cllr M Barber seconded and RESOLVED UNANIMOUSLY**

66/19 PLANNING

Planning Applications: No planning application consultations had been received from Wiltshire Council at the date of Agenda publication. Since that date three consultations had been received and **the Council agreed to consider** them at the Meeting in the interest of efficiency and to meet the consultation timescales. Although the proper Public Notice had not been given in these cases the applications involved, an amended planning application previously supported by the Council and two legal determination applications.

- a) 19/12047/FUL
Proposed Replacement House (resubmission of 19/07412/FUL)
6, Lower Seagry, Nr Chippenham, Wiltshire SN15 5EP
For Mr & Mrs Gary Hunt

Following consideration of the application **the Council resolved to raise no objections** to the proposals

Cllr J H Crosland proposed, Cllr K Pearce seconded and RESOLVED UNANIMOUSLY

- b) 19/12079/CLE
Certificate of Lawfulness for Existing Use of the Annex as a Separate Dwelling House
Elderberry Barn Annexe, Lower Seagry, Wiltshire SN15 5EP
For Mrs Valerie Benn

Following consideration of the application **the Council resolved to advise** Wiltshire Council that on the basis of the evidence submitted and with local knowledge the Council had no evidence that would contradict the information that the applicant had provided and consequently would raise no objections to the application.

Cllr J H Crosland proposed, Cllr K Pearce seconded and RESOLVED UNANIMOUSLY

- c) 19/12084/CLE
Certificate of Lawfulness for the Existing Use of Land as Residential Garden
Elderberry Barn, Lower Seagry, Wiltshire SN15 5EP
For Mrs Valerie Benn

Following consideration of the application **the Council resolved to advise** Wiltshire Council that on the basis of the evidence submitted and with local knowledge the Council had no evidence that would contradict the information that the applicant had provided and consequently would raise no objections to the application.

Cllr J H Crosland proposed, Cllr K Pearce seconded and RESOLVED UNANIMOUSLY

Planning General: The Council noted that there had been no notification of planning decisions or planning related matters since the last Council Meeting.

- a) The Council was mindful of two Certificate of Lawfulness applications dealt with earlier in the Meeting, both under the 10-year Rule. While acknowledging that this was a legitimate Planning Law procedure they were concerned that the process appeared to be used more often, in regards to un-authorised development, non compliance and contravention of planning conditions and contravention of refusal decisions. They were particularly concerned with issues relating to Clanville Fields Caravan and Camping Site initially raised and dealt with by Planning Enforcement in 2016. In order to prevent a 10-year case to be made it was important that the matters be kept under review and the Clerk was asked to remind Wiltshire Council of the local concerns that still existed.

67/19 FINANCE

The Council considered financial matters and received notification of receipts and invoices for payment.

a) **Payments:**

Mr R Tucker. Grass cutting Inv 08 02.12.19	£ 90.00
Mr R Tucker. Grass allotments Inv 08 02.12.19	£ 20.00
Black Nova Designs. Website Hosting renewal. Inv. BND-4429	£ 72.00
S W Ambulance Trust. Defibrillator support packages x 2.	£ 3,360.00

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

b) **Receipts:** There had been no Receipts since the last Council Meeting. (**noted**)

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

Lloyds Account No. 00454316 29th November 2019 £ 29,858.72

d) **Community Infrastructure Levy Funds (CIL Funds):** The Council noted that within their Bank Balance the Council held a CIL Fund of £ 6,216.93

e) **Council Budget, Budget Proposals and Precept for Year 2020-2021:**

The Council considered Budget proposals for Year 2020-2021 together with background advice in regards to future Capital and Revenue spending requirements and administration costs. There was a need to agree a Precept requirement at the Meeting to meet the Wiltshire Council notification timescale of 24th January 2020. The Council had previously placed great reliance on the work of Elected Members and local community volunteers all of whom were applauded for their efforts and commitment. However, not only was there an aging volunteer population but less and less would be able to provide long term assistance and the Council needed to be mindful of this when considering the future, so that the Parish was supported both practically and financially by all rather than the few. Detailed consideration was given to a forward budget and cost pressures. The Council was also mindful of the fact that any increases proposed needed the support of Parishioners who would need to be informed of the reasons for any increase in spending. The Public Works Board Loan repayment for the Goss Croft Hall build was a major commitment that was a significant proportion of the budget. In addition the Council acknowledged that with Wiltshire Council continuing to reduce services there could be a need for the Parish Council to carry out additional tasks. This could include increases in CATG financial support for local projects. The Council now held £6,216.93 within their Community Infrastructure Fund (CIL) that could not support the Revenue Account. The Council agreed that there was still a need to maintain the Capital Fund by resisting reductions to support the Revenue Account. **It was agreed to request a Precept requirement of £17,000.00 for the next Council Year.** The Precept increase, rising from £15,000.00, in percentage terms was around 13% and it was agreed that a Signpost Magazine article should provide an explanation to Parishioners on the Council's decision, which would also be explained at the Annual Parish Meeting on 14th April 2020.

Proposed Cllr M Barber, seconded Cllr Mrs B Zeheymayr and RESOLVED UNANIMOUSLY

68/19 HIGHWAY MATTERS

- a) **Parish Stewards Programme/Requirements:** general issues for the Local Highway & Streetscene Community Team. Cllr J H Crosland, the Council link, had provided the Parish Steward with updated priority works details for the visit on the 7th January 2020 and reported that there was to be an additional visit this month. **(noted)** The Council noted receipt of Cllr Wayman's Local Highways November 2019 Newsletter and attachments. **(noted)**
- b) **Rights of Way:** general issues in regards to Public Footpaths and Bridleways within the Parish. Cllr M Barber reported that the survey of Footpaths and Bridleways throughout the Parish was complete and would now require further consideration on required maintenance works. Cllr R Barr reported on concerns in regards to possible blocked Footpaths in the Scotland Hill area that would need to be investigated and action taken. For Members information the Clerk agreed to circulate the Definitive Right of Way Map. **(noted)**
- c) **Highway Conditions and Maintenance:** general issues in regards to Highway Conditions and Maintenance within the Parish.
 - a) Cllr J H Crosland advised that he had reported concerns on un-authorised land drainage in the area of the Spitfire Memorial where a land owner had piped drainage directly on to the highway causing surface water flooding that in freezing conditions would create an extreme skidding hazard. **(noted)**

69/19 STANDING ITEMS

- a) **Recreation Ground:** Cllr M Barber reported on parking issues where the grass surface had become churned up, particularly as a result of School parents parking on the grass. It was noted that there was an intention of fund raising by parents to provide grass matting.. **(noted)**
- b) **Notice Boards:** There was no update required. **(noted)**
- c) **Flooding & Drainage:** There was no update required. **(noted)**
- d) **Parish/Community/Website/Newsletters/Social Media:** There was no update required. **(noted)**
- e) **Local Council Award Scheme:** There was no update required. **(noted)**
- f) **Asset Register:** There was no update required. **(noted)**.
- g) **School Liaison:** There were issues regarding parking difficulties. (Minute 69/19 (a) refers) Cllr Mrs B Zehetmayr reminded the Council of the School's concerns over speeding traffic. **(noted)**
- h) **Council Standing Orders & Financial Regulations:** The Council would consider updates at a future Meeting. **(noted)**
- i) **Council Code of Conduct:** The Council would consider updates at a future Meeting. **(noted)**

- j) **Risk Assessment, Health & Safety and Management Register:** There was no update required. (noted)
- k) **Freedom of Information Act-Publication Scheme:** There was no update required. (noted)
- l) **Seagry Spitfire Memorial Project:** Mr B Zehetmayr advised that the Neighbourhood Plan proposal to list the Memorial as a Heritage Asset had not been accepted by the Examiner and would now be included as a Local Green Space. (noted)
- m) **Goss Croft Hall:** The Council was advised that, resulting from a New Year's Day hiring, there had been considerable damage caused and that compensation was being sought. (noted)
- n) **Allotments:** It was confirmed that the water supply had been turned off to avoid any potential freezing during the winter period. (noted)
- o) **Wiltshire Council Chippenham Area Board and Parish Forum:** A Chippenham Area Board Meeting was held on Monday 16th December 2019 at Chippenham Borough Lands Charity, Jubilee Building, Market Place, Chippenham. The next Area Board Meeting would take place on Monday 3rd February 2020 at 7.00pm in Sheldon School, Chippenham. A rescheduled Area Board Meeting would take place on Monday 27th April 2020 at 7.00pm in The Neeld Hall, Chippenham. Notification had been received that the Area Board Meeting scheduled for the 3rd June 2020 had been cancelled. A Chippenham Community Area Parish Forum scheduled for 18th December 2019 had been cancelled. The next Parish Forum would take place on Wednesday 26th February 2020 at 7.30pm in St Peter's Church Meeting Room, Lordsmead, Chippenham when refreshments would be available. It was hoped that the Council could be represented. (noted)
- p) **Parochial Church Council:** There was no update. (noted)
- q) **Seagry Neighbourhood Plan:** Mr B Zehetmayr reported that the Neighbourhood Plan Examiner and Wiltshire Council had agreed that the Plan could move forward to the Referendum Stage. (noted)

There was a need for the Parish Council to agree the date of the Referendum.

Following consideration **the Council agreed that the date** of the Neighbourhood Plan Referendum would be Thursday 26th March 2020, with polling taking place in The Goss Croft Hall. **Proposed Cllr M Barber, seconded Cllr R Barr and RESOLVED UNANIMOUSLY**

Wiltshire Council would conduct the Referendum process and, other than publicising the date, the Parish Council would not become involved in any campaign to persuade voters in the manner they should vote. (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:** There would be a Seagry Neighbourhood Plan update article submitted for the next edition. There would be a need to submit an article for a forthcoming edition to explain the Council's forward budget and Precept decision. **(noted)**
- v) **Seagry Community Forum:** There was no update. **(noted)**
- w) **Data Protection-GDPR:** There was no update required. **(noted)**
- x) **Community Speedwatch:** The Council had agreed in principle to purchase the Autospeedwatch tool. It had not been possible to agree positions with Wiltshire Council to date due to staff illness and this would be pursued. With this in mind **the Council agreed to proceed with the purchase of the AutoSpeedwatch tool in readiness for use.**
- y) **Defibrillator Project:** The Council had agreed the provision of defibrillators in the Parish was a priority. Details had now been agreed with the S W Ambulance Trust for 2 No defibrillator packages. The project would be funded by the use of CIL Funds held by the Council. There was still a need to confirm the exact installation locations. The Recreation Ground changing rooms at Upper Seagry and a wall in Lower Seagry would be suitable and with a 6 to 8 week delivery period there was time for final arrangements to be agreed. **(noted)**

70/19 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) Wiltshire Council Operational Flood Working Group North. The Group had met on the 11th December 2019 at the Wiltshire Air Ambulance Base, Semington, Melksham. The next Meeting was scheduled for 12th February 2020 at a venue to be advised. **(noted)**
- b) Wiltshire Council Budget 2020/21. The Council had been notified that several opportunities were available to meet Cabinet Members. The nearest for the Council was held on Thursday 9th January 2020 in the Council Chamber, Monkton Park, Chippenham. **(noted)**
- c) Wiltshire Council - Briefing Note No 19-037. The Council noted receipt of a Briefing Note in regards to the Special Educational Needs (SEND) Strategy consultations. **(noted)**
- d) Buckingham Palace Garden Party – 27th May 2020. WALC had invited nomination/s to enter the County draw. Names would be drawn randomly from those entered in the Wiltshire draw. Council nominees for the previous year were Cllr Mrs B Zehetmayr and Mr B Zehetmayr. They were unsuccessful in the 2019 draw and their names had been re-submitted for the 2020 draw. **(noted)**
- e) Community First AGM 2019. The Council noted receipt of the Minutes of the AGM held on Wednesday 9th October 2019 in The Town Hall, Devizes. **(noted)**
- f) Wiltshire Council - Briefing Note No 19-039. The Council noted receipt of a Briefing Note in regards to the Community Area Joint Needs Assessment. **(noted)**
- g) NALC. The Council had received information for local Councils to prepare for website accessibility regulations. The Council's website designer/provider was aware of the requirements and the Council would comply within the required timescales. **(noted)**
- h) WiltshireOnline – High Speed Broadband – Gigaclear. Work had re-commenced in the Parish with work being carried out in Broadleaze. **(noted)**

71/19 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

There were no issues raised.

72/19 DATE OF NEXT MEETING

The date of the next Council Meeting was scheduled for **7.30pm, Tuesday 10th March 2020** in The Goss Croft Hall. However, Members noted that **Tuesday 11th February 2020** was scheduled for a Council Planning Meeting and Notice would be given if this Meeting was required.

Signed:

Date: **10th March 2020**