

SEAGRY PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.50pm

Goss Croft Hall, Upper Seagry SN15 5HD

14th May 2019

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

Also Present: 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

Mrs M Kemp raised the issue “Peacock” nuisance throughout Upper Seagry, particularly relating to highway safety, where peacocks had been noted wandering on the local roads and verges creating concerns for both drivers and pedestrians. Also noise, often throughout the night, and mess where their roaming nature took them to the School, the Public House and the Allotments as well as gardens and amenity areas around Upper Seagry generally. The issue had also been raised at the Annual Parish Meeting, in April by Parishioners.

She was advised that the Council had no statutory powers in this type of matter and would normally simply forward on the information they had received to Wiltshire Council Environmental Health and Highway Departments and possibly the Police. However, they felt that it would be more appropriate in this instance to write to the owner of the peacocks and let her know of the complaints received and the issues raised so that she might try to resolve the matter herself. The Clerk was asked to write a suitable letter.

There were no further Questions raised.

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

There were no Reports.

12/19 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Mrs B Zehetmayr.

13/19 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.

14/19 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 March 2019. **Cllr K Taylor proposed, Cllr R Barr seconded and RESOLVED UNANIMOUSLY**

The Council received, approved and signed as a true record the Minutes of the Parish Council Planning Meeting held 9th April 2019. **Cllr J H Crosland proposed, Cllr K Pearce seconded and RESOLVED UNANIMOUSLY**

15/19 PLANNING

Planning Applications:

There were no Planning applications considered.

Planning General: The Council noted the following decision:

- a) 19/01633/FUL
Demolition of Existing Conservatory to Side and replacement with Oak Framed Orangery Extension
39 Henn Lane, Upper Seagry SN15 5HA
For Mr & Mrs Hutton **Approved with Conditions 12th April 2019**

16/19 FINANCE

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

a) Payments:

WALC Annual Membership Inv SUB19/20-200	£102.46	vat £20.49	£ 122.95
Information Commissioner. Data Protection Registration 19/20			£ 40.00
Mr R Tucker. Grass cutting Inv 01 01.05.19			£ 90.00
Mr R Tucker. Grass cutting allotments Inv 01 01.05.19			£ 20.00

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

b) Receipts: The Council noted the following receipt. (noted)

Wiltshire Council Precept 2019/2020 25th April 2019 £ 7,500.00.

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

Lloyds Account No. 00454316 30th April 2019 £ 28,549.85

d) Annual Governance and Accountability Return Year Ending 31 March 2019

The Council noted that, in previous years, they had been required to submit an Annual Return to the External Auditor. PFK Littlejohn LLP would now carry out the limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. However, Parish Councils could now apply for a Certificate of Exemption from the requirement where their gross income or gross expenditure did not exceed £25,000.00 in the accounting year ending 31st March

2019. The Parish Council was within those limits, with an income of £21,943.69 and expenditure of £15,331.72.

The Parish Council could still request that the External Auditor carried out a limited assurance review if they wished but there was an indicated charge of £200.00 + VAT.

In these circumstances **the Parish Council agreed** to issue a Certificate of Exemption to the External Auditor. **Cllr K Taylor proposed, Cllr A Ball seconded and RESOLVED UNANIMOUSLY**

The Parish Council was advised that there was still a requirement to complete the Annual Governance process with the Internal Auditor and publish on the Parish Council website. **(noted)**

17/19 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 recent visit. Parish Steward visits were scheduled for 4th June, 2nd July and 3rd September 2019. **(noted)** The Council noted receipt of Cllr Wayman's Local Highways March/April 2019 Newsletter and attachments. **(noted)**
- b) **Rights of Way:** general issues in regards to Public Footpaths and Bridleways within the Parish. Cllr J H Crosland reported that a local farmer had ploughed up a Right of Way in Lower Seagry, a usual occurrence. **(noted)**
- c) **Highway Conditions and Maintenance:** general issues in regards to Highway Conditions and Maintenance within the Parish.

Issues related to the outstanding Gigaclear remedial works. There had been a suspension of the contract but no news had been received on the forward programme. Cllr M Barber would request a formal update. **(noted)**

18/19 STANDING ITEMS

- a) **Recreation Ground:** There was no update. **(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 was no update. **(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:** There was no update required. (noted)
- m) **Goss Croft Hall:** There was no update. (noted)
- n) **Allotments:** It was reported that the Allotment Holders had concerns over Peacock nuisance and damage. Cllr K Pearce asked for Council agreement to install an additional water supply standpipe. **The Council agreed a budget of £100.00. Cllr M Barber proposed, Cllr J H Crosland seconded and RESOLVED UNANIMOUSLY**
- o) **Wiltshire Council Chippenham Area Board and Parish Forum:** A Chippenham Area Board Meeting was scheduled for Monday 3rd June 2019 at 7.00pm in Café Spero, Wood Lane, Chippenham SN15 3EB. A further Meeting was scheduled for Wednesday 17th July 2019 in Sutton Benger Village Hall, which was likely to be a joint meeting with the Parish Forum. A Chippenham Community Area Parish Forum had been held Wednesday 17th April 2019 in Biddestone Village Hall. The Guest Speaker was from LYN (Local Youth Network). The next Forum meeting was scheduled for Wednesday 19th June 2019 at 7.30pm at a venue to be notified. (noted)
- p) **Parochial Church Council:** It was reported that the Church clean up took place on Saturday 11th May 2019. Also that the 5 year Quinquennial Inspection/Review was taking place. (noted)
- q) **Seagry Neighbourhood Plan:** The Regulation 14 Consultation period would end on Friday 24th May 2019. (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:** It was suggested that an article be submitted regarding the Annual Council Meeting and issues with peacocks. (noted)
- v) **Seagry Community Forum:** There was no update. (noted)
- w) **Data Protection-GDPR:** There was no update required. (noted)

19/19 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 Council noted that the Working Group had met on 15th May 2019 in Malmesbury Town Hall. A further Meeting is scheduled for 17th July 2019 in Devizes Corn Exchange. **(noted)**
- b) The Salvation Army Trading Company Ltd. The Council had been approached by the Salvation Army Company in regards to the possible siting of a clothing recycling bank within the Parish. Following consideration **the Council decided not to support the idea.**
- c) Seagry Neighbourhood Plan Regulation 14 Consultation. The Neighbourhood Plan had reached the Consultation stage and the Draft Neighbourhood Plan had been published. The 6-week Consultation Period was 9th April to 24th May 2019. The Draft Plan and related documents could be viewed at www.seagryparishcouncil.gov.uk **The Council agreed that they should write a letter of support for the recommendations.**
- d) Wiltshire Council – Annual Town and Parish Council Report 2018-19. The Council noted receipt of a Report from the Leader of the Council and Cabinet Members. **(noted)**
- e) Wiltshire Council – CIL Guidance. The Council noted receipt of a revised Guidance Note for Parish and Town Council on receiving and use of CIL Funds. **(noted)**
- f) Wiltshire Council - Briefing Note No 19-009. The Council noted receipt of a Briefing Note in regards to the Future of the Calne to Chippenham Cycle Path. **(noted)**
- g) Wiltshire Council - Briefing Note No 19-010. The Council noted receipt of a Briefing Note in regards to the Freight Strategy and Freight Management Update. **(noted)**
- h) Wiltshire Council - Briefing Note No 19-011. The Council noted receipt of a Briefing Note in regards to the Extended Consultation of Vision for Special Schools. **(noted)**
- i) Keep Britain Tidy - Great British Spring Clean. The Council had received notification that this annual event would take place between 22nd March and 23rd April 2019 and support had been requested to “help clean up this country”. The matter had been raised at the Annual Parish Meeting but no volunteers had come forward. **It was agreed that the idea of a Spring Clean for the Parish would be considered next year.**
- j) Community Led Housing in Wiltshire. The Council had received the April 2019 Parish Update. **(noted)**
- k) WiltshireOnline – High Speed Broadband. The Gigaclear Community Engagement Manager for the northern Wiltshire area had attended the last Council Meeting and he would be contacted by Cllr M Barber to provide an update on the revised programme for Seagry, including rectification works planned. **(noted)**
- l) Speed Sign/Device. The Council had previously discussed the purchase and installation of a Radar Speed Sign/Device. The Clerk would contact Wiltshire Highways to ascertain their views on suitable locations for the Sign posts. **(noted)**
- m) Wiltshire Council - Briefing Note No 19-015. The Council noted receipt of a Briefing Note in regards to the Spatial Planning Update. **(noted)**
- n) Dorset & Wiltshire Fire and Rescue Authority. The Authority had informed the Council of upcoming Wiltshire Local Performance & Scrutiny Committee Meeting dates and invited attendance. **(noted)**
- o) Wiltshire Neighbourhood Watch. The Clerk reminded Council Members that the Neighbourhood Watch Scheme had been resurrected across the whole of Wiltshire. Areas were based upon the corresponding Community Policing Team

- area. The Chippenham Community Area was therefore within the Wiltshire North Community Policing Team area that also included Chippenham. **(noted)**
- p) Planning Demystified Training Day – Saturday 15th June 2019 in Sutton Benger Village Hall. The Council had been notified of this session organised by Sutton Benger Parish Council. Cllr A Ball had indicated that he wished to attend. **(noted)**
 - q) Wiltshire Council Highways Meetings. The Council had been notified of the session held on 1st May 2019 at Monkton Park, Chippenham. Further sessions were available, the nearest being Kennet House, Devizes on 13th June 2019 7.00pm to 9.00pm. **(noted)**
 - r) CPRE Wiltshire Best Kept Village Competition 2019, sponsored by Hills Group. The Council noted that the Clerk had entered Seagry Parish in this year's Competition. **(noted)**
 - s) Wiltshire Council - Briefing Note No 19-016. The Council noted receipt of a Briefing Note in regards to Highway Improvements and Traffic Survey Requests. **(noted)**

20/19 ANNUAL PARISH MEETING 2019

The Annual Parish Meeting had been held on Tuesday 9th April 2019 at 7.30pm in Seagry Primary School. It had been well attended.

Notes of the Meeting will be prepared and published in due course. Items raised included the CPRE Best Kept Village Competition, Defibrillator Project, Keep Britain Tidy/Litter Pick, Traffic Speeds/Signage/Community Speedwatch, Gigaclear Broadband Network installation, Community Safety/Neighbourhood Watch and a presentation from the Neighbourhood Plan Steering Group on progress. The issue of Peacock nuisance had also been raised. **(noted)**

21/19 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

Cllr J H Crosland advised that he would not be able to attend the 9th July 2019 Council Meeting and asked that his apologies be accepted.

There were no issues raised.

22/19 DATE OF NEXT MEETING

The date of next Council Meeting was scheduled for **7.30pm, Tuesday 9th July 2019**. in The Goss Croft Hall. However, Members should note that **Tuesday 11th June 2019** is scheduled for a Council Planning Meeting and Notice will be given if this Meeting is required.

Signed:

Date: **9th July 2019**