

SEAGRY PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.30pm

The Goss Croft Hall, Upper Seagry SN15 5HD

23rd July 2024

Present: Cllr M Barber (Chairman), Cllr A Ball, Cllr N Hutton and Cllr K Taylor.

Also Present: Wiltshire Councillor H Greenman, 19 Members of the Public were present (14 signing the Attendance Register) 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

- i) A Parishioner asked for advice on Riparian land drainage issues, particularly in regards to ditch and watercourse responsibilities. The Clerk agreed to send the latest Environment Agency booklet on the topic for his guidance.
- ii) Several Parishioners were in attendance to raise questions in regards to the Gypsy & Travellers Site Allocations draft plan. A recent Wiltshire Council News Release of the 5th July 2024 related to the progress of the G & T Development Plan and provided details of potential sites identified in line with National Planning Policy, one of which was proposed in Upper Seagry. Wiltshire Council would be holding a pre-submission consultation under Regulation 19 to enable communities to have their say on the draft plan. According to the the News Release, providing Wiltshire Council approved the draft proposals, the Consultation period would not start until week commencing 19th August and ending in early October 2024. It was intended that a webinar and a series of engagement sessions would be held during that period the nearest being held in Chippenham and Royal Wootton Bassett.

The Council had suggested that an extended public session could be held at the next Council Meeting to be held on 10th September 2024. This would enable the community to advise the Council of their views before the Council consider the matter. Some felt that this was too near the end of the Consultation timescale and that an earlier public community meeting should be held. A suggested date was Tuesday 3rd September 2024.

A number of local views were expressed on the information available to date, including the suitability of the site, loss of agricultural land, visual impact, non-sustainable development and alternative site locations. The Council informed those present that the Parish Council's response to the Consultation would be singular and that the that the whole community should engage in the process by submitting their own responses during the Consultation timescale.

There were no further Questions raised.

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

Wiltshire Cllr H Greenman made reference to the recent National Elections and that at this time he was unaware of the new Government's changes to policies on housing targets and Solar Farm sites. From a Wiltshire point of view he confirmed that a consultation would soon be taking place on Gypsy & Traveller Sites Allocations within the whole of Wiltshire. Cllr Greenman answered questions from attendees including advising that the figures in the News Release were no longer accurate as the Strategic Planning Committee had recently approved a number of pitches that decreased the requirements.

There were no further Reports.

21/24 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr R Barr (Vice Chairman), Cllr J H Crosland and Cllr Emma Sorrell.

22/24 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)

Cllr K Taylor declared an Interest in regards to Agenda Item 4 (a) Planning Application PL/2024/05411.

There were no further Declarations of Interests.

23/24 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 14th May 2024. **Cllr N Hutton proposed, seconded Cllr K Taylor and RESOLVED UNANIMOUSLY**
- b) The Council received, approved and signed as a true record the Minutes of the Council Meeting held 14th May 2024. **Cllr N Hutton proposed, seconded Cllr K Taylor and RESOLVED UNANIMOUSLY**

24/24 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.

- a) PL/2024/05411 – Householder Application
Construct a Timber Summerhouse and Barbecue Area in an Area of Garden
Oaktree Telex, Upper Seagry, Chippenham, Wiltshire SN15 5EX
For Richard Newman

Following consideration of the application **the Council resolved to** submit the following comments:

The Council considered that they were unable to comment on the proposals, as they believed the development site was not within the residential curtilage of Oaktree Telex.

They considered that the application was misleading and should not be classified as a Householder application as the proposals involved the change of use of land that required consideration before any built form and use was considered on the land. With this in mind the application should be re-registered and a new consultation carried out.

Cllr M Barber proposed, Cllr N Hutton seconded and RESOLVED UNANIMOUSLY

There were no further planning applications considered.

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

- b) PL/2024/03173 – Full Planning Permission
Replacement of Former Poultry Shed, with a Purpose-Built Building for 559.8sqm B8 Use. (for the storage of cars, change of use approved under application PL/2023/08390) and 222.8sqm Class E Use as a Vehicle Workshop Shed 1, Birdlands, Seagry Road, Great Somerford, Chippenham SN15 5EN
For Mr Webber **Approved with Conditions 22nd May 2024**
- c) PL/2024/03237 – Householder Planning Permission
Proposed 2 Storey Extension and Alterations
12, Upper Seagry, Chippenham, Wiltshire SN15 5EX
For Mr A Pivars **Approved with Conditions 28th May 2024**
- d) PL/2024/03078 – Householder Planning Permission
Proposed Alterations to Dwelling and Conversion of Garage to Annex 42, Henn Lane, Upper Seagry, Chippenham, Wiltshire SN15 5HA
For Mr & Mrs Naughton **Approved with Conditions 3rd June 2024**
- e) Enforcement Matters. There were no updates on this occasion. (**noted**)
- f) PL/2024/00866 – Full Planning Permission
Erection of Five New Build Dwellings in the Alternative to Applications PL/2021/07596 and PL/2022/08822, which authorised the Conversion of Various Outbuildings at Nables Farm, Upper Seagry, Wiltshire, creating Five New Dwellings
Nables Farm, Scotland Hill, Upper Seagry, Chippenham, Wiltshire SN15 5HB
For Mr Andrew Jackson

The Council had considered this application on the 16th April 2024. The Council had been advised that amended plans and additional information had been submitted by the applicant and could submit further comments.

Following consideration the Council agreed that the changes were insignificant and that the views expressed previously remained. **Cllr N Hutton proposed, Cllr A Ball seconded and RESOLVED UNANIMOUSLY**

- g) The Gypsies and Travellers Development Plan.

The Council had received a Wiltshire Council News Release on the 5th July 2024 relating to the progress of the G & T Development Plan and providing details of

potential sites identified in line with National Planning Policy, one of which was proposed in Upper Seagry. Wiltshire Council would be holding a pre-submission consultation under Regulation 19 to enable communities to have their say on the draft plan. The Consultation period would start during week commencing 19th August and end in early October 2024. A series of engagement sessions would be held during that period the nearest being held in Chippenham and Royal Wootton Bassett. Once adopted the Plan would sit alongside the Wiltshire Local Plan and complete the update of the Wiltshire Core Strategy possibly during 2025. During the Consultation period the Council would have the opportunity of making representations and had a Council Meeting scheduled for Tuesday 10th September 2024 that would fit the timetable.

During the Public Session held earlier the Council had heard the concerns from those Parishioners in attendance and who had already heard about the proposals. It was clear that the whole of the Parish was not yet aware and there was a need to ensure that during the formal consultation period all were informed and advised to respond as individuals rather than simply rely on Parish Council efforts. With this in mind it was suggested that a public meeting be called earlier than the next Council Meeting so that sufficient time was available for Parishioners' to engage in the consultation process. It was suggested that Tuesday 3rd September might be appropriate for the community to meet to be able to relay views to the next Council Meeting.

- h) PL/2023/09202 – Removal/Variation of Conditions
Variation of Condition 2 of PL/2021/08755 “Erection of an Agricultural Building for Livestock and Machinery Storage and Associated Track”
The Mount, Upper Seagry, Nr Chippenham, Wiltshire SN15 5EX
For Mr Nick Good

The Council had considered this application on the 14th November 2023. The Wiltshire Council had subsequently refused the planning application. The Parish Council had now been advised that the applicant had submitted a written representation appeal against the refusal, reference APP/Y3940/W/24/3343960. The appointed Inspector would be provided with a copy of the Council's initial response. However, the opportunity existed for the Council to submit further representations and **the Council agreed that** the Planning Inspector should be advised that:

It was assumed that the Inspector had been provided with a copy of the Council's consultation representations to the Wiltshire Council. Should this not be the case then copies of the Council's letters of the 15 November 2023 and of the 13 October 2021.

From this the Inspector would be able to see the background to this proposal and how, despite the Parish Council's wishes, planning permission had been given for a relatively small timber clad building that reflected a similar building in close proximity, north of the site. It also showed that this permission was totally disregarded by the Appellant who had erected a building in coloured steel of greater size, scale and dominance not in keeping with the timber clad building used by the Wiltshire Council for comparison purposes when giving the original planning permission, nor, the overriding importance of the visual open space and break identified in the Seagry Neighbourhood Plan at the entrance to Upper Seagry.

The Council had been pleased that Wiltshire Council had shared the concerns and refused the application, now appealed, identifying contravention of Wiltshire Core Policies 51 and 57.

It should be noted that the Wiltshire Council’s conclusion in giving the original PL/2021/08755 permission, was that the scale and size was “adequately justified and not wholly disproportionate to the scale of the land holding” and that “the proposed building in this context was similar to that of the existing building north of the application site and as such, if viewed from public vantage points, the proposed building would not appear out of character”. Consequently, the view had been taken that on balance there was compliance with Wiltshire Core Policies 51 and 57.

In comparison the application now appealed was considered to be at odds with both Policies and the Parish Council welcomed this decision.

In the Parish Council’s view the Appellant had “played the planning system”, claiming that an off the shelf building was the cheaper option. Even if this was the case then there would have been no reason why an off the shelf timber clad structure of similar size, scale and bulk to that approved could not have been sourced.

The built form cannot merge into the street scene whereas a smaller scale timber building could have weathered. Landscaping could soften the impact but the visual intrusion of a retained coloured steel shed would destroy the open break, intended to be protected in the Seagry Neighbourhood Plan, for future generations. **Cllr M Barber proposed, Cllr A Ball seconded and RESOLVED UNANIMOUSLY**

There were no further planning matters reported.

25/24 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 considered and approved the following Payments.

Mr R Tucker. Grass cutting. Inv 02	28.04.24	£ 100.00
Mr R Tucker. Grass cutting Seagry Allotments Inv 02	28.05.24	£ 20.00
Community First. Zurich insurance renewal 24/25	01.07.24	£ 233.39
Bus Shelter Notice Board repairs Mr D I Blackmore reimbursed		£ 13.99
Mr R Tucker. Grass cutting. Inv 03	01.07.24	£ 100.00
Mr R Tucker. Grass cutting Seagry Allotments Inv 03	01.07.24	£ 20.00
Bus Shelter refurbishment. Mr R Vivash reimbursed		£ 125.50
Wiltshire Bobby Van Trust. Section 137 Grant		£ 150.00

Cllr M Barber proposed, Cllr K Taylor seconded and RESOLVED UNANIMOUSLY

- b) **Payments made since last Meeting:** The Council **noted** that no payments had been made since the last Council Meeting.

- c) **Receipts:** The Council noted the following receipts since the last Council Meeting. **(noted)**

Wiltshire Council. CIL Payment Tranche 1. PL/2022/05312 10.07.24 £ 882.04

- d) **Bank Account Balance/s** The Council noted the following balance. **(noted)**

Lloyds Account No. 00454316 28th June 2024 £ 41,485.04

26/24 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. Parish Steward visits for the remainder of this year were 3rd/4th (part) September, 2nd/3rd (part) October, 5th/6th (part) November and 3rd/4th December (part) 2024. **(noted)**
- b) **Rights of Way:** There were no issues raised. Cllr A Ball reported that it was hoped to complete the Parish survey in time for the next Council Meeting. **(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. There had been no further progress. **(noted)**.
 - ii) Highway verge erosion in the Upper Seagry “triangle” and generally within the Parish. There had been no further progress. **(noted)**
 - iii) Provision of Additional salt/grit bins. There had been no change in circumstances since the last Council Meeting. There remained a need to source additional bins for other locations. **(noted)**.
 - iv) Village Entrance Gates. The matter still awaited Wiltshire Highways action. **(noted)**
 - v) Grass Verge – Upper Seagry. It was **noted** that replacement bollards had already been demolished and would need reinstalling.
- d) **Lower Seagry/Spitfire Memorial Highway Fingerpost Sign.** The Council had received the design template of the new sign and could now confirm the order. There had been a suggestion that other signposts may require attention/replacement and that this would be investigated further. Following consideration **the Council agreed to defer** any further action.

27/24 STANDING ITEMS

- a) **Recreation Ground:** Cllr M Barber reported that the Trustees had financial pressures that were being addressed. **(noted)**
- b) **Notice Boards:** There were no issues raised. **(noted)**
- c) **Flooding & Drainage:** Minute 28/24 (d) refers. **(noted)**
- d) **Parish/Community Website/Social Media:** Council Members were reminded to check their details on the website to ensure they are up-to-date. **(noted)**
- e) **Asset Register:** There was no update necessary. **(noted)**
- f) **School Liaison:** There was no update. **(noted)**
- g) **Council Standing Orders & Financial Regulations:** There was no update necessary. **(noted)**

- h) **Council Code of Conduct:** There was no update necessary. **(noted)**
- i) **Risk Assessment, Health & Safety and Management Register:** There was no update necessary. **(noted)**
- j) **Freedom of Information Act-Publication Scheme:** There was no update necessary. **(noted)**
- k) **Seagry Spitfire Memorial:** There was no update on this occasion. **(noted)**
- l) **Goss Croft Hall:** There was no update on this occasion. **(noted)**
- m) **Allotments:** There was no update on this occasion. **(noted)**
- n) **Wiltshire Council Chippenham Area Board and Chippenham Community Area Parish Forum:** The Area Board had last met on Monday 10th June 2024 in the Wiltshire & Swindon History Centre. The next Meeting was scheduled for 2nd September 2024. The Parish Forum had met on the 19th June 2024 in the Christian Malford Village Hall. The next was scheduled for Wednesday 25th September 2024 at 7.00pm in Kington St Michael Village Hall with the main topic concentrating on traffic concerns and Wiltshire Police support. **(noted)**
- o) **Parochial Church Council:** There was no update on this occasion. **(noted)**
- p) **Seagry Neighbourhood Plan:** There was no update required. **(noted)**.
- q) **Neighbourhood Watch:** There was no update. **(noted)**
- r) **Emergency Planning:** There was no update. **(noted)**
- s) **Insurance:** There was no update required. **(noted)**
- t) **Signpost Magazine:** Cllr A Ball would submit any articles on Parish Council matters when timescales allowed. Consideration may need to be given to producing a one off leaflet drop regarding the Gypsy & Travellers Site Consultation to facilitate public involvement. **(noted)**
- u) **Seagry Community Forum:** There was no update. **(noted)**
- v) **Community Speedwatch (CSW):** Minute 28/24 (c) refers. **(noted)**
- w) **Defibrillator Project:** The date for a S W Ambulance Trust training session would need to be arranged for later in the year with October being the preferred month. **(noted)**
- x) **Data Protection. GDPR:** There was no update required. **(noted)**

28/24 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).** Cllr N Hutton reported that there was still a need to install the solar panel for the additional SID to increase coverage and data collected. **(noted)**
- c) **Community Speedwatch Team.** There was no update on this occasion. **(noted)**
- d) **Wiltshire Operational Flood Group North.** Flood Group Hybrid Meetings had been held on Thursday 23rd May and 11th July 2024 in the Melksham Community Campus. The next Meeting was scheduled for 26th September 10.00am-12.00noon in Melksham Community Campus. The two local issues had been in writing with the Group. The suggestion that the Wiltshire Council Flooding Portfolio Holder, Cllr Nic Puntis, and Danny Everett the senior drainage officer be invited to a site meeting to resolve a matters would be taken forward again now the General Election period was over. **(noted)**
- e) **Chippenham Local Highway and Footpath Group (LHFIG).** The LHFIG would meet on the 25th July 2024. Cllr M Barber would attend on this occasion. Future Meeting dates were scheduled for 10th October 2024 and 9th January 2025. Some local works had been carried out but were ye to be commissioned. **(noted)**
- f) **Wiltshire Council - Briefing Note 23-34.** This item had appeared on recent Agendas and was included as a reminder. The Council had received a Briefing Note in regards to the Substantive Highways Scheme Fund Bid Application Process 2024/25. Applications for competing bids had needed to be submitted by Friday 15th December 2023. The Council had agreed that as this was likely to be a yearly invitation the Council would use the interim period (from November 2023) to consider proposals in readiness to submit. Following consideration the Council felt that it was unlikely that a scheme could be found **and agreed that no further action would be taken at the present time.**
- g) **CPRE Wiltshire Best Kept Village Competition 2024.** The Council had entered the Northern Wiltshire Area Competition. The results and judges comments had been received and 1st Place had been gained. As a result there was now a chance of winning the whole of Wiltshire Award. **(noted)**
- h) **Wiltshire Council - Briefing Note 24-09.** The Council noted receipt of a Briefing Note in regards the Defra Simpler Recycling update. **(noted)**
- i) **Wiltshire Council - Briefing Note 24-10.** The Council noted receipt of a Briefing Note in regards the Local Development Order Consultation-Revamp Your Tank Scheme. **(noted)**
- j) **Wiltshire & Swindon Rural Housing Needs Project.** The Council had received details from the Community First, Rural Housing Enabler, concerning the lack of affordable housing in Parishes. Advice and support was offered to help rural communities and ways of working to meet local needs.**(noted).**
- k) **Wiltshire Council - Briefing Note 24-11.** The Council noted receipt of a Briefing Note in regards the Management of Council Business and Publicity during the pre-election period. **(noted)**
- l) **Sutton Benger and Draycot Cerne Neighbourhood Development Plan (2020-2035).** The Council had been advised that there was an opportunity to view and

comment on the draft plan between Monday 20th May and Monday 8th July 2024 on the Wiltshire Council consultation portal. **(noted)**

- m) **Wiltshire Council - Briefing Note 24-12.** The Council had received a Briefing Note in regards the Local Nature Recovery Strategy (LNRS) a mechanism to deliver nature recovery at a local and regional scale. Wiltshire Council had been appointed by DEFRA as responsible for preparing the LNRS for Wiltshire and Swindon. **(noted)**
- n) **Wessex Water – Flood Warden Spring Newsletter 2024.** The Council had received the Spring edition of the Newsletter that amongst other things focused on the Flood Warden Role and upcoming Flood Warden training support. **(noted)**
- o) **Wiltshire Council - Briefing Note 24-13.** The Council noted receipt of a Briefing Note in regards to Housing Land Supply and Housing Delivery Test. **(noted)**
- p) **Wiltshire Council - Briefing Note 24-14.** The Council noted receipt of a Briefing Note in regards to the Launch of the third Solar Together scheme in Wiltshire and Swindon. **(noted)**
- q) **Wiltshire Bobby Van Trust.** The Council had received a letter from the Trust seeking financial support towards the Charity’s work. Following consideration the Council agreed to provide a £150.00 Section 137 Grant to the Trust. **Cllr M Barber proposed, Cllr A Ball seconded and RESOLVED UNANIMOUSLY**
- r) **Wiltshire and Swindon Prepared – Emergency Contact Hubs.** The Council had received an invitation to sign up to the Emergency Contact Hubs scheme. The Council had received previous communications requesting that the Parish Emergency Coordinator register with the Local Resilience Forum (LRF). The Council was reminded that a LRF event had been held in August 2023 at Tidworth. **It was agreed that** the Goss Croft Hall should be registered as the Emergency Contact Hub as it was a central Parish location.
- s) **Wiltshire Council - Briefing Note 24-15.** The Council noted receipt of a Briefing Note in regards to the Local Nature Recovery Strategy (LNRS) update. This included details of a live online interactive survey between 22nd July and 9th August 2024 and two webinars, for farmers and landowners on the 23rd July and open to all on the 25th July 2024. (Minute 028/24(m) also refers) **(noted)**
- t) **Neighbourhood Police – Rural Engagement Week.** The Neighbourhood Policing Team would visit on Monday 5th August 2024 13:00 – 14:00 in the Kington St Michael Village Hall Car Park and Tuesday 6th August 2024 10.00-11.00 in The Bell Car Park, Yatton Keynell. There were other venues but the Council felt that The Goss Croft Hall Car Park should be considered in the future. **(noted)**

29/24 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

There were no issues raised.

30/24 DATE OF NEXT MEETING

The next Council Meeting was scheduled for **Tuesday 10th September 2024 at 7.30pm** to be held in The Goss Groft Hall Small Meeting Room, unless otherwise notified. However, Members noted an alternative suggestion that Tuesday 3rd September 2024 might be used to accommodate the holding of a community meeting in regards to the Gypsy & Travellers Site Consultation. The Council would be advised in due course. The Council noted that Tuesday 13th August 2024 was scheduled for a Council Planning Meeting and Notice would be given if this Meeting was required.

Signed:

Date: **10th September 2024**