

# SEAGRY PARISH COUNCIL

## DRAFT MINUTES

### Council Meeting

held at 7.00pm

The Goss Croft Hall, Upper Seagry SN15 5HD

10<sup>th</sup> September 2024

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

Also Present: Wiltshire Councillor H Greenman, 4 Members of the Public (Richard Vivash, David Weller, Karen Watson and Nigel Watson) 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.

#### **31/24 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr A Ball.

#### **32/24 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 Interest.

#### **33/24 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 23<sup>rd</sup> July 2024. **Cllr M Barber proposed, seconded Cllr N Hutton and RESOLVED UNANIMOUSLY**

#### **34/24 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/2024/07407 – Householder Application  
Internal and External Alterations to main house including re-roofing, and extension and alterations to 1950s Garage  
The Chestnuts, 16 Upper Seagry, Chippenham, Wiltshire SN15 5EX  
For Mr Nick Jones

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

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

- b) PL/2024/07620 – Works to a Listed Building  
Internal and External Alterations to main house including re-roofing, and extension and alterations to 1950s Garage  
The Chestnuts, 16 Upper Seagry, Chippenham, Wiltshire SN15 5EX  
For Mr Nick Jones

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

**Cllr M Barber proposed, Cllr K Taylor 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.

- a) PL/2023/08914 – Full Planning Permission  
Removal of Existing 15m Monopole Mast and Associated Compound, and Installation of Replacement Base Station which includes 25m Lattice Sharable Mast, 6 No Antennas, 2 No Dishes, 7 No Cabinets, etc and Ancillary Development thereto  
Hazelwood Farm, Seagry Road, Chippenham, Wiltshire SN15 5EU  
For Icon Tower Infrastructure Ltd **Approved with Conditions 30<sup>th</sup> July 2024**
- b) 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 **Approved with Conditions 29<sup>th</sup> August 2024**
- c) Enforcement Matters. There were no updates on this occasion. **(noted)**
- d) Lime Down Solar Park – EIA Scoping Consultation

The Council had been invited by PINS (Planning Inspectorate). to comment on the developers Scoping Report and initial stage of the EIA process. The purpose being, to identify and evaluate the likely effects of the development on the environment to be able to determine measures to reduce or manage any potential significant adverse effects. The consultation had ended on the 14<sup>th</sup> August 2024.

To meet the timescale the Clerk had prepared and submitted a Council response.  
**(noted)**

e) National Planning Policy Framework (NPPF) - Consultation

The Government was proposing to update the NPPF and was carrying out a Consultation on the proposed changes. The Consultation ended on the 24<sup>th</sup> September 2024. In person events and webinars had been planned. **The Council agreed that the Clerk should submit a response** highlighting concerns over the increase in the housing number requirement for Wiltshire and the reversal of the 4-year land supply requirement to 5 years. In addition potential changes to the timescale for the review of Neighbourhood Plans was not supported.

f) Gypsies and Travellers pre-submission draft Development Plan - Consultation

The Wiltshire Council was consulting on the proposals that once adopted would become a material planning consideration in meeting the accommodation needs for Gypsy and Traveller communities in Wiltshire. The Consultation ran from Tuesday 20<sup>th</sup> August until Friday 4<sup>th</sup> October 2024. In person events and webinars had been planned.

The Council was mindful of local views on the proposals in regard to Upper Seagry and that the overall site requirement for Wiltshire had now reduced following the recent granting of planning permissions since the Consultation was published. It was understood that local Parishioners had formed a Steering Group to respond to the Consultation and had instructed a planning consultant to assist and prepare a response on their behalf. The Parish Council suggested that individuals should also respond individually. **The Council agreed that the Clerk should submit a response** highlighting amongst other things concerns that Upper and Lower Seagry, being classed as an unsustainable small village, unsuitable for further development in the Wiltshire Local Plan should be included in the suggested locations, particularly as the site was located in the open countryside well outside the physical limit of the Upper Seagry settlement.

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

There were no further planning matters reported.

### 35/24 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 04	02.08.24	£ 150.00
Mr R Tucker. Grass cutting Seagry Allotments Inv 04	02.08.24	£ 30.00
Geosphere Ltd. subscription 24/25 Inv 00HY192-0007	09.08.24	£ 36.00
Mr R Tucker. Grass cutting. Inv 05	01.09.24	£ 100.00
Mr R Tucker. Grass cutting Seagry Allotments Inv 04	01.09.24	£ 20.00

**Cllr M Barber proposed, Cllr Emma Sorrell 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** that there had been no receipts since the last Council Meeting.
- d) **Bank Account Balance/s** The Council noted the following balance. **(noted)**

Lloyds Account No. 00454316 31<sup>st</sup> July 2024 £ 41,097.08

### 36/24 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 3<sup>rd</sup>/4<sup>th</sup> (part) September, 2<sup>nd</sup>/3<sup>rd</sup> (part) October, 5<sup>th</sup>/6<sup>th</sup> (part) November and 3<sup>rd</sup>/4<sup>th</sup> December (part) 2024. **(noted)**
- b) **Rights of Way:** Cllr A Ball had provided had interim report and recommendations that in his absence was presented by Mr Richard Vivash who had assisted in the survey. The fundamental aim was to foster good accessibility for all public users with participation of land-owner and farming interests. The Report covered, main issues for users, the physical arrangements, the next steps and an action plan. Guidance was requested and an agreement on financial support that the Council might approve as joint funding with land-owners towards costs. Following consideration the Council accepted that this should be considered as a long-term project and agreed that in providing grants on a one to one basis on the merits of each proposal it should not act as a precedent. An initial proposal in regard to a route from Henn Lane, through the Seagry Woods to the Old Village Hall area could be a good start and the Council agreed to a budget allowance of £1000.00. **Cllr N Hutton proposed, Cllr Emma Sorrell seconded and RESOLVED UNANIMOUSLY**
- b) **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.
- c) **Lower Seagry/Spitfire Memorial Highway Fingerpost Sign.** There was a need to agree a delivery address for the signpost order. Cllr R Barr confirmed that his address could be used. **(noted)**

### 37/24 STANDING ITEMS

- a) **Recreation Ground:** There were no issues raised. **(noted)**
- b) **Notice Boards:** There were no issues raised. **(noted)**
- c) **Flooding & Drainage:** There were no issues raised. **(noted)**
- d) **Parish/Community Website/Social Media:** There were no issues raised. **(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:** Cllr R Barr suggested that the Council should consider extending the Council grass cutting contract to include the grass area around the Memorial. **(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 2<sup>nd</sup> September 2024 in the Wiltshire & Swindon History Centre. Further Meetings were scheduled for 4<sup>th</sup> November 2024 and 10<sup>th</sup> February 2025. The Parish Forum would meet next on Wednesday 25<sup>th</sup> September 2024 at 7.00pm in Kington St Michael Village Hall. **(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. **(noted)**
- u) **Seagry Community Forum:** There was no update. **(noted)**

- v) **Community Speedwatch (CSW):** Minute 38/24 (c) refers. **(noted)**
- w) **Defibrillator Project:** There was no update on this occasion. **(noted)**
- x) **Data Protection. GDPR:** There was no update required. **(noted)**

### 38/24 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.** Matters of data collection and reporting were to be discussed with other Parishes and the Police at the next Parish Forum Meeting. **(noted)**
- b) **Speed Identification Devices (SIDs).** Arrangements were to be made to re-locate the Henn Lane SID as soon as possible. **(noted)**
- c) **Community Speedwatch Team.** Additional volunteer support would be requested via the Seagry WhatsApp medium. **(noted)**
- d) **Wiltshire Operational Flood Group North.** The last Flood Group Hybrid Meetings had been held on Thursday 11<sup>th</sup> July 2024 in the Melksham Community Campus. The next Meeting was scheduled for 26<sup>th</sup> September 10.00am-12.00noon in Melksham Community Campus. Local issues remained outstanding and would be raised again. A further Meeting was scheduled for 21<sup>st</sup> November 2024. **(noted)**
- e) **Chippenham Local Highway and Footpath Group (LHFIG).** The LHFIG had met the 25<sup>th</sup> July 2024. Cllr M Barber had continued to chase the gateway installations and also the completion of the 20mph flashing school signage that was only partially completed. Future Meeting dates were scheduled for 10<sup>th</sup> October 2024 and 9<sup>th</sup> January 2025. **(noted)**
- f) **CPRE Wiltshire Best Kept Village Competition 2024.** The Council had entered the village into the Northern Wiltshire District Competition and gained 1<sup>st</sup> place. Following this they had been successful in gaining 1<sup>st</sup> place in the Whole of Wiltshire Competition, with marks of 97 out of 98. The results and judges comments had been received and circulated. A Presentation Event, to include the unveiling of a Standard & Shield and the presentation of a CPRE Certificate for both County and District Rounds, was scheduled for Sunday 22<sup>nd</sup> September 2024 at 11.00am where guests would include the CPRE Wiltshire Chairman, the Lord Lieutenant of Wiltshire, the High Sheriff of Wiltshire and the Chairman of Wiltshire Council. **(noted)**
- g) **Wiltshire Council - Briefing Note 24-16.** The Council noted receipt of a Briefing Note in regards to the Launch of the Home Upgrade Grant with EDF Energy. **(noted)**
- h) **Flood Wessex-Flood Warden Newsletter – Summer 2024.** The Council was reminded that a previous Flood Wessex Newsletter had advised that there were a number of events scheduled to assist and inform local community groups. The “Introduction to the Flood Warden Role” had already taken place. Sessions were planned until November 2024. The latest Summer edition had now been received

and circulated. In addition the Environment Agency had produced updated information on Watercourse Rights and Roles. **(noted)**

- i) **WALC Annual General Meeting.** The Council had been informed that this will take place on Wednesday 25<sup>th</sup> September 2024 at 6.30pm in Unit C2, Beacon Business Centre, Hopton Park, Devizes SN10 2EY. **(noted)**
- j) **Wiltshire Council - Briefing Note 24-17.** The Council noted receipt of a Briefing Note in regards to the Septic Tank Upgrade Scheme (Revamp Your Tank). **(noted)**
- k) **Wiltshire Council – Traffic Survey.** The Council had been advised of changes being made to traffic surveys in Wiltshire. **(noted)**
- l) **Wiltshire Neighbourhood Watch Association.** The Council had been invited to attend the WNHWA Annual General Meeting taking place on Saturday 5<sup>th</sup> October 2024 10.00am until 12noon at Wiltshire Police HQ, Devizes SN10 2DN. **(noted)**
- m) **Community First AGM 2024.** The Council had been invited to attend the AGM to be held on Wednesday 9<sup>th</sup> October 2024 at 6.00pm in Devizes Town Hall. Registrations of interest were requested by the 6<sup>th</sup> September 2024. **(noted)**
- n) **Neighbourhood County Parish Forum.** The Council recalled that the first Forum had been held via TEAMS in April of this year that delivered an update from each Neighbourhood Policing Inspector on issues in their area and a Q&A session. The next one was to be held in person at Police HQ, Devizes at 6.00pm until 8.00pm on Wednesday 20<sup>th</sup> November 2024. **(noted)**
- o) **Winter Preparations 2024-2025.** The Council had been advised that Wiltshire Council were beginning their planning for the 2024/25 winter season and had provided the PEAS application details and form for the forthcoming season to be returned to the Weather Team by the 19<sup>th</sup> September 2024. Cllr J H Crosland would need to consider requirements. **(noted)**
- p) **Discretionary Gully Service.** The Council had been reminded that the discretionary gully crew would visit the Parish and details and Gully Worksheet had been provided. The Council would review requirements following the completion of outstanding surveys and works. **(noted)**

#### **39/24 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING**

- i) Cllr R Barr had earlier suggested that the Council should consider extending the Council grass cutting contract to include the grass area around the Memorial.

#### **40/24 DATE OF NEXT MEETING**

The next Council Meeting was scheduled for **Tuesday 12<sup>th</sup> November 2024 at 7.30pm** to be held in The Goss Groft Hall Small Meeting Room, unless otherwise notified. However, Members noted that Tuesday 8<sup>th</sup> October 2024 was scheduled for a Council Planning Meeting and Notice would be given if this Meeting was required.

Signed:

Date: **12<sup>th</sup> November 2024**