

MINUTES of the Parish Council Meeting held on Thursday 4th July 2019; in the Lydiard Millicent Parish Hall, commencing at 7.30pm.

PRESENT: Cllrs Dean Cobb, Vern Montgomery, Alan Pflieger (chairman), Phil Shepherd, Jim Stubbs. Mrs Deborah Bourne (Clerk)

Also Present: PCSO Andy Singfield, Wilts. Cllr Mollie Groom, 2 members of the public

Public Question Time

PCSO Singfield updated the Council on a number of recent crimes in the area; asking everyone to be vigilant.

Residents raised concerns about overhanging hedges and shrubbery. The Chairman has reminded everyone that hedges etc must not overhang public spaces. The Clerk was asked to write a reminder letter to anyone with vegetation obstructing public areas.

Wilts Cllr Mollie Groom gave an update on Wiltshire Council. Cllr Jane Scott has now stepped down as Leader of the Council; her successor will be chosen in the next week.

063/19 **Apologies for Absence**

There were apologies from Cllrs Andre Kayani, Mike Sharp and Richard Selwood, due to various working commitments and booked holidays.

064/19 **Declarations of Interest**

There were no Declarations of Interest in matters on this agenda.

065/19 **Minutes of the Previous Meeting**

The minutes of the last meeting held on Thursday 13th June 2019 were adopted and duly signed by the Chairman as a true record of the decisions made.

066/19 **Announcements / To Be Noted**

- a. *Chairman* : Reported that new tenants at The Sun Inn will be taking over on 5th July. They will be carrying out some updating work prior to opening later this month. Lydiard Millicent Junior Football Club have purchased a defibrillator which they would like to keep in the Jubilee Club House. It will be available to any users of the hall. All Councillors were reminded there is a Finance Presentation in September, as all Councillors are responsible for public money and the risks attached it is important that everyone attends.
- b. *Working Groups* : Written reports were noted from the Finance Working Group, meeting held on 13 June 2019 and the Highways Working Group, meeting held on 25 June 2019.

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067/19 **Planning Matters**

a. *Decisions*

The Council noted the following decisions made by Wiltshire Council since the last meeting:

- 19/03068/FUL – 33 Meadow Springs, Lydiard Millicent
Proposed Rear Extension.

Decision : Approve (with conditions)

- 19/03076/FUL – 25 Meadow Springs, Lydiard Millicent
To erect canopy at side of garden area to cover and protect motor home area

Decision : Approve (with conditions)

b. *Applications:*

The Council considered the following Planning Applications received from the Planning Department, Wiltshire Council.

- 19/05224/VAR – Unit 6, Bagbury Park, Lydiard Green
Variation of conditions 2, 3 & 8 of application
16/07970/FUL – proposed new industrial unit for storage purposes, Access road and associated works.

RESOLVED to send No Objections to this application.

- 19/05495/FUL – 21a Greenhill, Royal Wootton Bassett
Proposed Alterations and extension to existing detached garage.

Members wished to defer a decision on this application.

- 19/05669/FUL – Beechwood House, 35 Stone Lane,
Lydiard Millicent
Proposed Demolition of outbuilding and swimming pool
and erection of a private dwelling

Members deferred any decision on this application.

c. *Other Applications of Interest:*

- 19/04598/OUT – Land South of Hook Street, Lydiard Tregoze
Proposed outline permission for up to 9 dwellings together with parking and amenity space (All matters reserved)

RESOLVED to send the following comments to Wiltshire Council regarding the above Planning Application.

- Extra Traffic Movements will cause additional pressures on roads locally

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- Request all Construction vehicles instructed to adhere to the weight limit restrictions on various roads in the area.

068/19 **Finance**

- Accounts* : The monthly payments were noted. Two Councillors will sign and scrutinise the cheques.
- Internal Auditors Report*: The report had been circulated with the agenda for this meeting. The RFO answered questions from Councillors.

RESOLVED to formally adopt the Internal Audit Report for 2018-19, prepared by Auditing Solutions Ltd.

069/19 **Working Group (WG) Membership**

At the last meeting Jim Stubbs was co-opted onto the Council, members are requested to specify which Working Groups Cllr Stubbs should join.

The Clerk also received an e-mail from Cllr Selwood requesting that Cllr Phil Shepherd be added to the Communications WG. As the original decision on Working Group membership was taken at the May meeting the Wednesbury Principle applies. Standing Order 10 explains.

RESOLVED that Cllr Stubbs be elected onto the Highways Working Group. Further RESOLVED to defer discussions regarding other membership to the end of the meeting.

070/19 **Community Area Transport Group (CATG) – Changes in Process**

Briefing Note 19-016 issued by Wiltshire Council sets out changes to the process by which CATG appraises projects. At a meeting held in June the Royal Wootton Bassett & Cricklade CATG agreed that consideration will be given to a maximum of 2 priorities within each parish.

Members discussed the CATG schedule, there are currently four items relating to Lydiard Millicent. These items must be given a priority in readiness for the September CATG meeting.

RESOLVED that:

- item 6149 – Signage through Parish – Be removed from list
- item 6695 – Speeding through Parish – Be removed from list
- item 5915 – Erosion Stone Lane / Common Platt – Stay as Priority A
- item 6077 – Common Platt / Washpool traffic calming – LMPC priority

071/19 **New Windows – Jubilee Club House**

Members are aware that the room used as an office by the Clerk does not currently have any natural light. Discussion was held as to the proposal put forward for matching windows (facing the recreation field) in the Committee Room.

Whilst members acknowledge a window in the Clerks office is a priority, no consensus could be reached on the additional windows.

RESOLVED that the Open Spaces WG be instructed to investigate this suggestion further, bringing back a written report detailing advantages and disadvantages, together with additional quotations, to a future meeting.

072/19 Date of Next Meeting

The next meeting of Lydiard Millicent Parish Council will take place on Thursday 5th September 2019 in the Lydiard Millicent Parish Hall. Public Question Time will be at 7.30pm.

073/19 Exclusion of the Press and Public

RESOLVED to exclude the Press and Public as their presence may be prejudicial to the public interest by reason of the confidential nature of the next item.

074/19 Establishment of the Council

Discussion was held as to the value of Working Groups:

- Can WGs be put together to help with being quorate?
- Should Chairman of Council be included in quorum?
- Everything should go to a WG before being placed on a Council Agenda.

Discussion was also held as to working hours of Clerk.

Members discussed the confidential report from the clerk recommending that in view of the problems highlighted the Council should:

1. Prioritise, as a matter of urgency, work in respect of the establishment of the Council
2. Monitor closely any work undertaken by members to reduce the level of risk to the authority
3. Note that in the short term the level of project work will need to be reduced to allow focus on the statutory work of the authority.

Members did not consider the issues raised to be serious at this stage and therefore:

RESOLVED that Cllr Dean Cobb will work with Cllr Richard Selwood to analyse the clerks Job Description, and to report back to a future meeting.

The Meeting closed at 10.15pm

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Cllr Alan Pflieger
Chairman

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