

**LYDIARD MILLICENT PARISH COUNCIL**

**FULL COUNCIL MEETING**

MINUTES of the meeting of Lydiard Millicent Parish Council held at the Lydiard Millicent Parish Hall, Church Place, Lydiard Millicent, Swindon SN5 3LS on Thursday 6<sup>th</sup> August 2015 commencing at 7.30 pm.

**PRESENT:** Cllrs Annamaria Beswick-Edwards, Roland Dodge, Mollie Groom, Andrew Harris (chairman), Alison McLean-Crawford, Steve Mowbray, Tom Pepperall, David Rees. Mrs Deborah Bourne (Clerk)

Also Present: Mrs Rosemary Leckie, Mr Winston Huth-Wallis, Mr Mike Sharp (Neighbourhood Watch Co-ordinator), plus 10 members of the public.

**Presentations**

The Chairman welcomed everyone and requested he make two presentations before the meeting started. He had recently been in hospital and would not be able to stay for the Council meeting.

- Flowers and a cheque for £250 were presented to Rosemary Leckie who has worked as Clerk and Responsible Financial Officer to the Council for many years. She will continue to work for the Council on an ad hoc basis. Flowers were also presented to Constance Reed, who had recently retired as Editor to “The Lydiards” magazine.
- *Councils Car Park Project:* Winston Huth-Wallis gave a brief outline of progress made on this project so far. Details of the layout were displayed showing an additional 32 spaces, with vehicle movements in an anti-clockwise direction around the Parish Hall. He explained a condition of the Planning Permission was that the area must retain the appearance of a field; this will require the laying of specialist surfacing. Rainwater will be able to drain from this type of surface. Gates to the Cemetery will be moved to the entrance of the new section. A specification for the project had been sent out to tender. During construction the area will be fenced for safety, with construction access via the shared gateway to the field off the highway. It is anticipated that once work starts it should take 8 weeks to complete.

The Chairman explained this project will cost a lot more than originally anticipated. Tenders have been received from four companies. Details of all prices are included in the documents sent to all Councillors. The Chairman and Mr Huth-Wallis will be making contact with the companies of the two lowest bids to discuss ways of making the scheme less expensive. Grants are being investigated but it will necessitate the Council taking up a loan if this project is to go ahead. Meetings have been held with the school and church to encourage them to help with fund raising. It will also be necessary for Councillors to be prudent with other projects, saving money on other budget headings. Loan repayments could be very restrictive towards other projects for a number of years.

Questions from Councillors:

*Have Local Police been consulted on design?* Local Police have been shown the design, they have no view either way on the design, they do recognize parking is a problem in this area especially at each end of the school day.

*What will on-going maintenance costs be, and how long will surfacing last?* The car park will be laid to Dept of Transport specifications; some grass cutting will be needed. It may be necessary to maintain Parish Hall car park as well.

*How will the parking bays be marked?* White rubber inserts will be placed accordingly in the surfacing

*Is there enough access along side the Parish Hall, area is marked as a Footpath on some maps?* This will need to be investigated; cars have used this to park along the Parish Hall for a number of years with no complaints.

*Have other options been looked at for taking children to and from school?*

*Will there be enough parking spaces once the scheme is complete?*

*Should Double Yellow lines be used to control parking in the area?*

The Council thanked Mr Huth-Wallis for all his hard work so far and hoped he would be able to assist with the remainder of the project. His expert knowledge and advice has been invaluable.

The Chairman and Mr Huth-Wallis left the meeting.

8.10pm Meeting Adjourned.

8.15pm Meeting reconvened with Cllr Annamaria Beswick-Edwards as chairman for remainder of the meeting.

### **Public Question Time**

There were no questions from members of the public. The Neighbourhood Watch Co-Ordinator had nothing to report. Cllr Mollie Groom gave an update on her activities as Unitary Councillor for the parish.

### **57/15 Apologies for Absence**

Apologies for absence were received from Cllrs Dean Cobb, and Alan Pflieger. Cllr Andrew Harris also gave apologies for leaving the meeting early – he was unwell after a recent hospital visit.

### **58/15 Declarations of Interest**

It was noted that Declarations of Interest were made by Cllr Beswick-Edwards in respect of Planning Application 15/05980/FUL, being a neighbour of the property and Cllr Mowbray in respect of Planning Application 15/07020/FUL, being owner of the property.

### **59/15 Minutes**

It was noted that “Extra traffic in Holborn was reported to be due to night time road closure on A419” should have been road number **B4553**. This was duly amended by the chairman.

RESOLVED that minutes, as amended, be signed as an accurate record.

### **60/15 Community Car Park**

Members had received a presentation on the current progress of this project. They had also received written details from Cllr Harris and the Clerk.

RESOLVED to carry out further investigations into a Community Car Park including:

- Financial consequences, what will impact be on Parish precept? Availability of Grants, and possible loans; seeking borrowing approval.
- Investigation into VAT liability
- Legal agreements with neighbouring landowners, written agreements will be needed to cross land not belonging to the Parish Council, especially with the Trustees of Lydiard Millicent Parish Hall
- Confirmation that area to right of Parish Hall can be used for vehicular access, and is not for pedestrian traffic only.
- Chairman and Winston Huth-Wallis to discuss cost of contract with two lowest tenders.

Further RESOLVED to consult with all residents by letter detailing costs involved and asking for their comments and views on the scheme.

## **61/15 Planning Matters**

### *a. Planning Decisions*

Members noted the following Planning decisions published by Wiltshire Council:

- 14/02095/FUL – Toomers Garden Centre, Stone Lane, Lydiard Millicent  
Proposed : Partially enclosed canopy storage area.  
*Decision : Withdrawn*
- 14/05415/FUL – 9 The Mews, Lydiard Millicent  
Proposed: Not Known  
*Decision : Withdrawn*

### *b. Planning Applications*

- 15/03230/FUL – Acacia Croom House, Stone Lane, Lydiard Millicent  
*Proposal:* Erection of Stable Building to include garden and log stores.  
Change of use from Agricultural to Equestrian.

RESOLVED to send the following objections to Wiltshire Council: The application is sited very close to neighbouring residential property. Positioning the stables so close to the boundary could generate a higher than acceptable level of noise and smell from this application. The Council notes this application is on a large plot and would welcome reconsidering application if the buildings were moved within the application area.

RESOLVED to send No Objections to the following Planning Applications but to note that there may be more traffic within Greenhill in respect of 15/06985/OUT.

- 15/05980/FUL – Greatfield Farm, Greatfield  
*Proposal:* First floor extension over re-built conservatory and re-roof current flat roof current flat roofed section of dwelling

- 15/07020/FUL – November House, Lydiard Green  
*Proposal:* Rear single storey extension
- 15/06985/OUT – Hilldrop Farm, Greenhill  
*Proposal:* Outline application for the erection of an Agricultural workers dwelling and new vehicular access.
- 15/06986/FUL – Hilldrop Farm, Greenhill  
*Proposal:* Erection of a six bay portal framed cattle building (part retrospective). Erection of a three bay portal framed agricultural storage building. Construction of an open manure store.

c. *E-Mail from Cllr Tim Swinyard, Lydiard & Freshbrook Ward*

Cllr Swinyard wrote to Lydiard Millicent Parish Council inviting them to send a representative to help fight a Housing Developer who wishes to build on local land.

RESOLVED that Cllr Andrew Harris and Cllr Mollie Groom attend on behalf of Lydiard Millicent Parish Council and report back to members at a future meeting.

**62/15 Reports from Councillors on Outside Bodies**

- a. *Parish Hall Committee* : Cllr Harris had previously given apologies.
- b. *NEW-V Neighbourhood Planning Group*: Cllr Pepperall reported that there had been no meetings recently.

**63/15 Reports from Working Groups**

- a. *Highways and Road Safety* : No meetings had been held
- b. *Cemetery and Open Spaces* : Meeting held on Wednesday 5 August notes will be circulated ready for next meeting.
- c. *Finance and Administration* : Written report presented by Cllr Beswick-Edwards. Next meeting to be held 26 August 2015.

**64/15 Finance**

RESOLVED to authorize the following accounts for payment.

PAYEE	ITEM	NET	VAT	TOTAL
R Leckie	Salary	399.10	0.00	£399.10
R Leckie	Extra	250.00	0.00	£250.00
D Bourne	Salary	213.90	0.00	£213.90
LMP Hall	Hire of Hall July15	25.50	0.00	£25.50
C Richens	July 15 Cleaning	63.00	0.00	£63.00
A Pflieger re (ASF Signs Ltd)	Signage for dog bin.	25.00	5.00	£30.00
JVT Consulting Engineers Ltd	Car park design – July cheque cancelled	3418.00	683.60	£4101.60
Microshade Business Consultants Ltd	Citrix quarterly payment	96.00	19.20	£115.20
Webbpaton Rural Valuers	Complete & submit claim for RPA grant	300.00	60.00	£360.00
	<b>TOTAL</b>	<b>4790.50</b>	<b>767.80</b>	<b>£5558.30</b>

**65/15 Lydiard Millicent Closed Churchyard**

Report from the Clerk regarding responsibilities now PCC has served notice for Closed Churchyard.

Members commented that Wiltshire Council already has responsibility for the closed section of the Cemetery within the Parish which is kept to a high standard.

RESOLVED to serve notice on Wiltshire Council that it wishes to pass its responsibilities for the Churchyard over to them.

**66/15 Purchase of Defibrillator**

Cllrs are still in the process of researching prices and costs to maintain. Cllr Mowbray will investigate further and report back to a future meeting.

**67/15 Exclusion of the Press and Public**

RESOLVED that due to the confidential nature of the next item of business members of the Press and Public be excluded from this part of the meeting.

**68/15 Appointment of New Proper Officer to the Council**

Cllr Pepperall gave a verbal report on behalf of the Interview Panel. Four candidates were interviewed. Details of their preferred candidate, Mrs Deborah Bourne, had already been circulated to all Councillors. It was also noted that Mrs Rosemary Leckie did not wish to apply for this position.

RESOLVED to appoint Mrs Deborah Bourne as Proper Officer to the Council;

- She will be employed as Clerk to the Council & Responsible Financial Officer.
- Salary will be LC1 SCP 20 for 39 hours per month.
- Telephone, Home Working Allowance and holidays to be paid on the same basis as the previous clerks.

Further RESOLVED that Mrs Rosemary Leckie be employed (on a temporary basis) for 4 hours per month as an Admin Assistant to the Clerk.

**69/15 Date of the Next Meeting**

The next meeting of Lydiard Millicent Parish Council will take place on Thursday, 3<sup>rd</sup> September 2015 at Lydiard Millicent Parish Hall commencing at 7.30pm.

Meeting closed at 8.58pm.

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Chairman

**Addendum:** Subsequent to the meeting Cllr Rees asked that it be noted the original minute relating to item no 59/15 read as follows: "Many residents of Common Platt were disturbed by greater than normal volumes of HGVs thundering along the B4553 between Casa Paulo and the Swinley Drive roundabout during the 'silent' hours because of traffic diversions"