

# Lydiard Millicent Parish Council

**Public Question Time:** Members of the public are invited to make representations to Lydiard Millicent Parish Council on *matters relating to items on this Agenda* (Public Bodies [admission to meetings] Act 1960), before the meeting commences (limited to 10 minutes). Every effort will be made to give accurate answers to all questions, but in some cases further research may be necessary when an answer will be given by the Chairman or Clerk as soon as possible.

The Unitary Councillor will be invited to update the Council at this time.

## AGENDA

### 1. **Apologies for Absence**

The Council is asked to note any apologies and to accept reasons they consider to be appropriate.

### 2. **Declarations of Interest**

To receive Declarations of Interest in accordance with the Code of Conduct adopted by this Council in July 2012. Members are reminded that it is their personal responsibility to make sure the Register of Interests contains up to date information. If changes are needed please contact the Clerk, who can arrange for the changes to be carried out.

### 3. **Minutes**

To confirm and sign as a true record Minutes of the Full Council Meeting held Thursday 4 July 2019, and minutes of the extra ordinary meetings held on Tuesday 16 July and Tuesday 6 August 2019

### 4. **Notices and Updates**

*Appendix A*

a. *Chairman's Announcements:* General updates and information not requiring a formal decision from the Council will be relayed at this point.

b. *Working Group Reports:* The Council is asked to note Working Group Reports received during the previous month. To aid the flow of the meeting written reports are attached for members' information; this allows for members to raise questions in advance of the meeting if necessary.

*Reports received: Highways 22 August 2019*

*Communications 28 August 2019*

### 5. **Planning Matters:**

*Appendix B*

a. The Council is asked to note the decisions made by Wiltshire Council since the last meeting on the attached Planning Schedule.

b. The Council is asked to consider and make comments on the Planning Applications indicated below.

i. 19/06726/FUL – Greatfield Farm, Greatfield

Retention of Building for B1, B2 & B8 purposes. Together with provision of car parking.

- ii. 19/06955/FUL – Blackfords Industrial Estate, Greenhill  
Use of land as secure compound and yard for tree surgery business
- iii. 19/07663/FUL – The Bungalow, Stone Lane, Lydiard Millicent  
Proposed replacement dwelling
- iv. 19/07922/PNCOU – Storage Building, Greenhill Nurseries, Greenhill  
Proposed change of use of Agricultural Building to a dwelling house (C3) and associated operational development
- v. 19/06671/FUL – Greatfield Farm, Greatfield  
Retention of hardstanding, fencing, and bund for the purposes of providing commercial storage area, together with temporary buildings for ancillary purposes

## 6. Finance

*Appendix C*

- a. *Accounts:* To note payment of regular monthly accounts; which have previously been reviewed and signed by two Councillors as required under the Council's Financial Regulations.
- b. *Return of Fees:* The Chairman has informed Lydiard Millicent Cricket Club they could play a match without charge (£75); and that a resident's administration fee for a memorial (£50) be waived, as they did not receive a response for two months. Authority for the writing off of debts can only be given by the Council, not by the chairman unilaterally. Therefore, the Council is asked to approve retrospectively the non payment of these charges (£125).

Whilst retrospectively considering this matter, members should note that until the staff establishment for the Council is increased there will inevitably be a number of administrative tasks like the above not completed in a timely manner.

- c. *Employer Obligations:* Health & Safety (Display Screen Equipment) Regulations 1992 as amended by the Health & Safety (Miscellaneous Amendments) Regulations 2002 advises that Employers must arrange eye tests for those employees regularly working at a screen for more than one hour per day. The same regulations state that any corrective lenses needed solely for the employee to carry out their job should be paid for by the Employer. In order to discharge this obligation many employers reimburse the cost of eye examinations on production of a receipt. As a responsible Employer, Lydiard Millicent Parish Council should have a policy setting out how this (and other) regulations will be adhered to.

The Council's instructions are sought.

## 7. Noticeboard Renewals

*Appendix D*

Members are asked to consider a report from Cllr Shepherd detailing the future use of various noticeboards around the parish.

The Council's instructions are sought.

8. **Community Governance Review** *Appendix E*

The Boundary Commission has now completed its review of Unitary Councillor seats within Wiltshire. The next stage is to review Parish Council seats, and to split Parishes into wards if the desire is there.

The Council is asked to consider the attached information; at the meeting members will be asked to debate the warding system over the whole parish area currently used within Lydiard Millicent. It should also be noted that Wiltshire Council require details by October 2019.

The Council's instructions are sought.

9. **Cricket 2020 Season**

The 2019 cricket season has now concluded; two teams played at the Recreation Field, and have sent positive feedback on the state of the square after such a difficult season last year.

Four teams have made contact, expressing a preference to use the Lydiard Square as their home venue next year. Unfortunately, an end of season report has yet to be received from the groundsmen, but it is understood that three teams will be able to use the square with ease, a fourth team will require extra maintenance, with an additional visit each fortnight.

The Council is asked to consider if cricket should be continued into the 2020 season and beyond. An early decision by the Council will make booking the teams easier.

10. **Fireworks Display** *Appendix F*

Several Councillors have requested that the Council should consider a firework display this year. An initial report is attached for information.

The Council's instructions are sought.

11. **Neighbourhood Plan Regulation 16** *Appendix G*

The Principal Authority has now completed the Regulation 16 consultation on The Lydiard Millicent Parish Neighbourhood Plan. Cllr Mike Sharp has submitted the attached report to aid members' discussion on how the Council now wishes to respond, prior to being sent to an Independent Examiner for approval.

The Council's instructions are sought.

12. **Date of Next Meeting**

The next meeting of Lydiard Millicent Parish Council will take place on Thursday, 3 October 2019, at 7.30pm in Lydiard Millicent Parish Hall.