

Present: Cllrs T Blackmore (Chair), J Bennett, D Cobb, M Groom, A Harris, T Pepperall, A Pflieger,

1. Apologies for absence Cllrs S Mowbray, D Rees and S Burley.
2. Safety Briefing was given to 21 members of public and 7 Councillors.
3. There were no declarations of Interest.
4. Minutes of the meeting held on April 25th and the AGM held on May 16th were approved by Cllrs Pflieger and seconded by Cllr Pepperall, there were no objections. Both sets of minutes were duly signed.
5. There were no matters arising from the minutes and not scheduled on the agenda.
6. Police Report PC Singfield reported on minor crimes over the past month, 1 injury involving a RTA, 1 attempted theft, and a couple of drug related incidents. Also 1 HGV driver was stopped and spoken regarding to his route through the village and given advice regarding relying too heavily on the SAT NAVS, his employer was also spoken to via mobile phone.

It was mentioned that the number of learner drivers who were being allowed to stop in ridiculous places seemed to be on the rise. Cllr Pflieger explained that if such situations were recorded with the school name and car registration number, then the driving test centre management could be written to.

7. Cllr Groom reported that Wiltshire Council (WC) had introduced some excellent training materials for their Councillors and offered to share some aspects with Parish Councillors, where such information would prove useful. It had been the best induction training ever.

8. Parishioners' Question time to include any items arising later on the agenda. The Chairman began by explaining that both members of the public and councillors were entitled to ask for items to be placed on the agenda. They were allowed to speak on any matter of concern whether or not on the Agenda, however, they would not necessarily receive an answer to their questions on the evening.

Mr Holloway reported on the poor state of the road through Lydiard Green, and had produced prints of the 23 major potholes all more than the regulation 2 inches deep. The broken road surface was also being thrown up onto the pavements causing hazards for pedestrians. Vibration levels from the broken road surface was reading level 2 on a portable seismic meter. **ACTION:** Cllr Groom agreed to raise the matter again with WC and Mr Shafie recommended the web site www.fixmystreet.com (a National company) in addition to using CLARENCE for reporting potholes.

Mr Holloway also reported that signage currently being placed outside Bagbury Park is cause a loss of approximately 100 yards of visibility. **ACTION:** Clerk to write to the relevant unit asking them to cease the activity.

Cllr D Cobb arrived 7.40.

A complaint was received regarding bonfires being lit in the middle of the day. On conversing with the neighbour it appeared that they had contractors working on the premises and they were setting light to various waste materials. The complainant was concerned about the fire in general and the closeness to his Oil tank.

ACTION: Clerk will write to the neighbour offering them advice on safe and considerate use of bonfires. The contractors would also be written to in connection with their use of bonfires. Public Health could be contacted should this course of action not succeed.

A further bonfire hazard was identified at Bagbury Park, with Modtex burning waste carpet tiles, and creating a fumes nuisance. **ACTION:** Correctly identify the unit and Cllr Mowbray will make initial contact to try and resolve the issue before official action is taken. Further action could be taken via Environmental Health.

9. Urgent matters arising or correspondence since the publication of the agenda. Councillor Cobb reported that the planned traffic calming in Stone Lane will be constructed from July 22nd which will include some road closure.

The broken speed humps had been reported again, leaving no misunderstanding that they should be repaired as per original design.

Cllr Cobb reported that he would miss the next Parish Council meeting because of a clash with the CATG meeting (4 July)

Cllr Cobb also reported that further inspection of the drainage at The Beeches had been carried out.

10. The Chairman read out the proposals for membership of PC sub committees which Councillor Pepperall proposed be adopted. This was seconded by Cllr Pflieger and approved. Also approved were the Neighbourhood plan, and area board delegates. A separate document is available for anyone wishing to see the full listing.

11. To consider the recruitment of a replacement Parish Clerk and separation of the functions of Clerk and Responsible Financial Office (RFO).
The Chairman explained that the Clerk wished to give up her duties as clerk by the end of this Council year, but would like to be considered for the separate role of Responsible Financial Officer. It was agreed the Council should begin the replacement process by advertising a vacancy in the relevant publications aimed at existing Clerks. **ACTION:** The clerk will supply the names of the publications and the Chairman will coordinate preparation of the adverts.

12. To seek names for potential website manager.
The Chairman explained that whilst Mr Holloway was happy to continue for the moment, the Council should seek to identify a new website manager. The Chairman invited Councillors and Parishioners to make suggestions of potential candidates. **ACTION:** All.

13. To appoint a Parish Councillor as Council's Parish Hall representative
ACTION: Councillor Bennett volunteered his services, and this was accepted.

14. To review status of the Community Field project and consider scheduling of a Parish Meeting
Councillor Pepperall reported that a heritage report had been commissioned and that the Public Places sub-committee would have to review this before meeting with representatives of the Parish Hall, the Church and /the School. There would then be a public meeting to take the views of the Parish at large before making any planning application to WC. A discussion followed on the likely cost and viability of the project, such as how to raise a possible £40,000 within the 5 years life of the planning permission. **ACTION:** Public Places sub-committee to take to the next stage.

15. To review status of the Holborn footpath stage 1.
Councillor Pepperall reported that the delay in obtaining an agreement with Westlea Housing Association continues. **ACTION:** The Chairman asked that considering the substantial delay in progressing this project, Councillor Pepperall should chase our solicitor weekly and that if no further progress had been made by the next Council meeting, a more robust approach must be employed.

16. To approve removal of the existing spring Horse at the JCH playing field and replace with the new item and base.
It was reported that the new piece of equipment was unfortunately not compatible with the original base. Decision had been made not to return the item, as the Clerk had been notified that the original base was also likely to have degraded. **ACTION:** Councillor Pepperall had already been in contact with a contractor for an estimate.

17. To confirm Council's intention to replace wooden surrounds of flower beds opposite the Parish Hall in October, but to introduce fresh soil as soon as possible. To agree purchase of soil.
The Chairman explained that after talking to Mrs Redford who organised the flower beds, the replacement ex-telegraph poles and addition of new soil will take place at the same time in October. **ACTION:** to be brought back on Agenda in September.

18. To consider the report on the risk of Legionnaires Disease at Jubilee Clubhouse.
The report which had recently been distributed to Council members appeared to be highly technical. **ACTION:** The Chairman reported that Councillor Burley had agreed to approach WCS Environmental who compiled the report to ascertain exactly what work we should be undertaking. Councillor Pepperall also offered to consult the plumber who installed the water system at JCH

19. To confirm the need for a co-opted councillor.
Councillor Pepperall reported that the potential candidate indicated at the last meeting had now declined the invitation. **ACTION:** Councillors and Parishioners urged to identify a potential Councillor.

20. Approve purchase of 11 Cllr Training USB sticks – £96.80 plus vat.
Chairman recommended that all members have a copy, It was proposed by Cllr Groom and seconded by Cllr Pflieger and approved. **ACTION:** Clerk to order 11 more.

21. To consider the recreation field sub committee's recommendation for a new agreement with the Football Club.

The sub committee had met the previous evening, however, unfortunately only two members were present and no recommendations were brought to the meeting. The full Council were unable to consider the draft agreement as they had not received copies of the same. **ACTION:** Clerk to distribute copies to all Councillors. A meeting should be set up as soon as possible between the Council and the Club. The invitation to the meeting should also be extended to two other members of the club so that if any changes need to take place within the Club structure, continuity would be assured.

22. To agree Weed & Feed quotation for recreation field. £584.00 plus vat.
The existing estimate for a total of £583.65 plus vat was approved. **ACTION:** Councillor Pepperall was asked to establish that the estimate issued by our contractor SCS in September, was still valid, and whether the work would have to wait until the autumn as originally proposed. Council authorised acceptance provided the quotation had not increased by more than the level of inflation.

23. To consider the following Planning Applications:

N13/00509/FUL The Hayloft, Wood Lane, Brinkworth. Creation of independent driveway access.
No concerns recorded.

N13/00936/FUL Oaklands, Wood Lane. Extensions and alterations to existing agricultural bungalow, construction of new stables and alterations to existing vehicular access. (Revision 12/01498/FUL)
No concerns recorded.

N13/00990/FUL 1 The Beeches. Two storey side extension, first floor side extension and new porch (re submission N/12/03482) had already approved by WC – no further consultation required.

N13/01251/FUL3 Church Place. Single storey sunroom and detached annexe.
The Chairman invited several of the parishioners present to contribute to the discussion and it was clear that there were serious concerns about this proposal, from both the Council and the neighbours. After a significant debate it was clear that the applicant, who was also present, was willing to reconsider aspects of his application. In this light it was agreed the Council should defer offering a view and that the applicant should continue the dialogue with his neighbours. **ACTION:** The Clerk will write to WC explaining our perspective on the issue.

Wiltshire Council Planning Approvals

N/13/00493TCA Lydiard House, Lydiard Green. Tree works.

Cemetery planning

Request for headstone with photo plaque. – consider the photo plaque issue.

The Parish Council approved the use of photo plaques on this application and any future requests.

ACTION: Clerk to respond accordingly to the applicant.

24. To approve the following expenditure.

	Expenditure	Net £'s	Cheque amount
R Leckie	Salary	347.85	347.85
R Leckie	Expenses - Tel, Stationery, Mileage, etc	193.59	193.59
LMPHall	Hire of P/Hall	24.50	24.50
Enlan Ltd	Groundsman Fee	420.00	504.00
WALC	1 x Cllr training USB stick	8.80	10.56
Community First	Annual membership fee	36.00	36.00
Came & Company	Annual insurance premium	720.36	720.36
WALC/NALC	Annual subscriptions	456.98	548.38
HMRC	Refund of vat	2,337.38	

The above payments were proposed by Cllr Groom and seconded by Cllr Harris, and approved. The Cheques were signed accordingly.

25. The annual accounts were proposed by Cllr Pepperall and seconded by Cllr Groom, and approved. They were duly signed off. **ACTION:** Clerk to forward them to the External Auditors.

26. Date of next meeting: Thursday July 4th 2013 at 7.30pm in the Parish Hall.

DRAFT