

Lydiard Millicent Parish Council

Notice of Meeting and Summons to Attend

To: **ALL MEMBERS OF LYDIARD MILLICENT PARISH COUNCIL:**

Councillors Dean Cobb, Roland Dodge, Mollie Groom, Andrew Harris (Chairman), Alison McLean-Crawford, Steve Mowbray, Tom Pepperall, Alan Pflieger (Vice Chairman), Mike Sharp.

In accordance with schedule 12, para 10(2) of the Local Government Act 1972 – Notice is hereby given that a meeting of Lydiard Millicent Parish Council will be held on Thursday 3rd March 2016 in the Parish Hall, Lydiard Millicent, commencing at 7.30pm.

Deborah Bourne

DEBORAH BOURNE
Parish Clerk

26 February 2016

Public Question Time: Members of the public are invited to make representations to Lydiard Millicent Parish Council on any matters relating to the work of the Council (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.

Neighbourhood Watch Representative will be invited to address the Council at this time.

Report from Wiltshire Councillor: An opportunity to put questions to and receive information from the local Unitary Councillor Mollie Groom.

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest:** To receive Declarations of Interest in accordance with the Code of Conduct adopted by this Council in July 2012.
3. **Minutes:** To confirm and sign as a true record Minutes of the Meeting held Thursday 4th February 2016.
4. **Attendance at Meetings with Outside Bodies**
A number of members have requested the opportunity to report back to Council on meetings they have attended as Parish Council Representatives.

Councillors will be invited to give a report on meetings they have attended on behalf of the Parish Council. Reports under this item will be for information only.

5. **Casual Vacancy**

The Casual Vacancy arising from the resignation of Annamaria Beswick Edwards has been returned to the Parish Council for co-option as ten electors from the parish did not request an election.

This means there are now two vacancies on the Parish Council, which are currently being advertised on Noticeboards and the Councils website. Applications are invited from qualifying electors of the parish.

The Council is asked to note the above.

6. **Planning Matters:**

- a. The Council is asked to note the following decisions made by Wiltshire Council since the last meeting:

15/11991/FUL – 28 Stone Lane, Lydiard Millicent
Replacement of Previously Demolished Dwelling & Outbuildings.
Decision : Approve with Conditions

16/00310/FUL – 22 The Close, Lydiard Millicent
Proposed Front Extension
Decision : Approve with Conditions

15/12241/FUL – Bagbury Park, Lydiard Green
Erection of Extension to Existing Unit 2
Decision : Approve with Conditions

- b. In view of added information now received from the Planning Officer the Council is asked if it wishes to comment further on the following application. The Councils original comments, sent to Wiltshire Council on 8th February 2016, are given below in italic.

15/12765/FUL – Hilldrop Farm, Greenhill
Erection of an Agricultural Workers Dwelling and New Vehicular Access
(The Council is aware an outline Planning Permission already exists at this location [15/06985/OUT]. The Council objects to this application as 2 houses on this site would be over development)

The Planning Officer subsequently replied (10 Feb 16) that he had “discussed the application with the applicant and there seems to be some confusion with what is being proposed. The application is for full planning for the agricultural workers dwelling approved under the previous permission.” The Planning Officer also stated the applicant confirmed they were happy to change the description of development to clarify.

- c. The Council is asked to confirm the Planning Working Group comments on the following Planning Applications from Wiltshire Council:

16/00887/FUL – Greatfield Farm, 6 Greatfield
Erection of a Building for Use for Commercial Works and Storage
Purposes (Part-Retrospective)

16/00979/FUL – Land to the North of Church Farm House, Purton Road,
Lydiard Millicent
Agricultural Building for Use as Hay Store

16/01462/FUL – Primrose Cottage, 21 Greenhill
Proposed Single Storey Side Extension & New Windows to Rear

16/01521/FUL – 3 The Orchard, Lydiard Millicent
Proposed Two Storey Side & Single Storey Rear Extension

7. **Finance** Appendix A
The Council is asked to authorise the accounts for payment contained in the Finance Report for February. Cheques will be signed for these accounts at the end of the meeting.
8. **White Line Marking – Recreation Field**
Two quotations have been received to carry out white line marking for the football pitches at the recreation field. Company A will charge £30.00 per week and Company B will charge £35.00 per week. Both companies have carried out the marking previously.

The Council is asked to consider both quotations, and to decide which company they wish to use.
9. **Grass Cutting Contract – Recreation Field**
Two quotations have been received to cut the recreation field. Company A will charge £1440.00 for a minimum of 16 cuts to include Play Area and edges; Company B will charge £595.81, assuming the same specification as last year.

The Council is asked if it wishes to continue with the contractor from last year or to engage company A.
10. **NEW-V Neighbourhood Plan**
To receive a verbal report on progress of the NEW-V Neighbourhood Plan Group now that two parishes have withdrawn from the project.
11. **Request for a Burial Plot**
A request to purchase a burial plot has been received from a past resident. The resident grew up in the Parish, moving to Peatmoor at the age of 25 years, where

they live now. Grandparents, parents and uncles are all buried in Lydiard Millicent Cemetery, with members of the extended family still living in the Parish.

The Councils current policy is that only persons on the electoral register for Lydiard Millicent can purchase a Grant of Exclusive Right of Burial; or that the deceased was resident just before death. This allows for residents who may need specialist care at the end of their life.

The Council is asked to consider the above request.

12. Highways – Temporary Road Closure

Purton Parish Council have applied to Wiltshire Council for a temporary road closure at the time of their Carnival Procession; this will take place on Saturday 2nd July 2016 from 12.00noon to 2.00pm, with traffic being diverted along Lydiard Green, Stone Lane and the B4553. As part of the application process affected parishes are invited to send observations to the Highways Authority.

The Council is asked if it wishes to comment on this application.

13. Parish Office

The Store room at the Jubilee Club House has now successfully been transformed into an office for the Parish Council. It is recommended that this office be opened to the public for enquiries at two regular occasions during the week, and at other times by appointment. Suggested opening times would be Tuesday and Thursday 10am to 12noon.

In order to publicise this arrangement it is recommended that a sign be placed at the front of the building as well as details being placed on Noticeboards and on the website.

The Council is asked to consider the above times and to consider purchasing a sign for the Jubilee Club House.

14. Training and Updating for Councillors

Wiltshire Association of Local Councils (WALC) provides training for Parish Councillors and Clerks; a full day course entitled “Negotiate a better outcome in Planning” is to be held on Friday 15 April 2016, at a cost of £85.00+VAT per person for two or more attendees.

WALC also offers training and updating of skills for individual Councils at a cost of £250+VAT for up to 10 Councillors or £350+VAT for up to 20 Councillors plus travelling expenses in each case. The sessions are usually held in the

evening for approximately 2 hours; neighbouring Councils can also be invited to attend, sharing the cost.

The Council is asked to consider the above training options.

15. Correspondence

The Council is asked to note the following correspondence, not previously circulated to members, which has been received:

- CPRE – Reminder that the invitation to enter the Wiltshire Best Kept Village Competition will be sent out soon. The entry deadline is 16th April with judging taking place late May to early June.
- Any other items of late correspondence will be brought to the meeting.

16. Parish Meeting

It is a requirement of the Local Government Act 1972 schedule 12 s14 that a Parish Meeting be held annually between 1st March and 1st June. At this time electors of the Parish can meet to discuss “Parish Affairs”.

Parish Meetings can either be held very quickly prior to a Council meeting, or made into a more prominent affair when local groups are invited to take part.

The Council is asked to set a date for the Annual Parish Meeting.

17. Change of Date for Annual Parish Council Meeting

Council meetings are scheduled for the first Thursday in each month. On 5th May 2016 elections for the Police and Crime Commissioner (PCC) will be held, the same date as would usually be for the Parish Council meeting. Lydiard Millicent Parish Hall will be used as the Polling Station for the parish on that date and so will not be available for a Council meeting. It should also be noted that the Clerk also takes part in Election duties and so would be unavailable.

It is recommended that the Annual Parish Council meeting be moved to the second Thursday (12th May 2016) in order to avoid the PCC Elections.

18. Date of Next Meeting

The next meeting of Lydiard Millicent Parish Council will take place on Thursday, 7th April 2016 at Lydiard Millicent Parish Hall commencing at 7.30pm