

**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 9<sup>th</sup> July 2015 commencing at 7.30 pm.

**MEMBERS PRESENT:** Councillors, Alan Pflieger (Chair), Annamaria Beswick-Edwards, Dean Cobb, Roland Dodge, Mollie Groom, Steve Mowbray, Tom Pepperall and David Rees.

**OFFICERS PRESENT:** Responsible Financial Officer and Acting Clerk to the Council

**MEMBERS OF THE PUBLIC:** 8 members of the public were present.

18. **APOLOGIES:** received from Cllr Harris, Cllr McLean-Crawford.

19. **SAFETY BRIEFING:** was given by Cllr Pflieger – Chairman of the meeting.

20. **DECLARATION OF INTEREST:** was received by Cllr Edwards regarding a late planning issue 15/03230/FUL.

21. **MINUTES**

The Minutes of the meeting held on Thursday 4<sup>th</sup> June 2015, were amended. Cllr Grooms report was deleted as incorrect. A corrected version would be written by Cllr Groom and appended to these minutes.

22. **MATTERS ARISING**

To consider the following matters arising from the minutes of the previous meeting held on Thursday 4<sup>th</sup> June 2015.

Update of Telephone Kiosk if available – no update was received on The Street, kiosk. Though it was reported as still not in working order. It was further suggested that if the Council purchased it as a feature for the Parish, that it should be re-homed.

A separate Telephone kiosk issue was reported at this point. The kiosk in Greenhill – the committee looking after this were having management issues. It was suggested that these Telephone Kiosk issues be reviewed and discussed at a separate meeting, through appropriate Working Group.

Cllr Pflieger had ordered the dog bin bag dispenser and bags. Invoice to be submitted for payment

Cllr Pflieger had chased up the grinding down of the Holborn corner tree stumps.

The Sun Inn manager had been approached regarding installing a defibrillator. Howard agreed in principle that it could be erected on an inside wall if parish council obtain one.

33a. Reported that Cllrs Cobb and Pflieger would approach business at Bagbury Park.  
Change to Cllrs Cobb and Mowbray.

**23. POLICE/NEIGHBOURHOOD WATCH REPORT**

Mr Sharp reported that burglaries were occurring again with a similar MO as last year. He asked that anyone who has been affected/or knows of burglaries to contact him, keeping him fully informed.

It was also reported that telephone scams are going around again. See website reports for more details.

**24. WILTSHIRE UNITARY COUNCILLOR REPORT**

Councillor Groom had printed a report, - abbreviated for minutes.

WC is reviewing public transport and is seeking input from everyone who uses it. These views will form the basis for new objectives and recommendations for the policy/framework review.

The Dorset and Wiltshire Fire Authority who has its control centre at Potterne more than proved its worth when it provided assistance last weekend during the storms to hundreds of callers after flooding occurred. Salisbury had been badly affected.

The Northern Operational Flood Working Group had received an interesting presentation from Woodland Trust regarding the planting of appropriate trees upstream to alleviate flooding of rivers and was given a web reference from Stroud where the practice has been successful.

The Cotswold Conservation Board celebrates its 50<sup>th</sup> anniversary this year, and one of its current initiatives is to ensure that footpaths from the Area of Outstanding Natural Beauty join with footpaths to surrounding counties. Wiltshire footpaths are connected.

**25. YOUTH REPORT**

Newly invited Youth representative “Lydia” reported that the youth in the village are really not into playgrounds, and there is nothing else to do. What they really need is good means of access to and from the village. Walking from the village is very dangerous, and buses infrequent.

Councillors discussed ideas for a solution to these issues.

Lydia also reported that access for pedestrians pushing prams was very difficult at The Mews play area as the bar is too low. – The Recreation working group were asked to consider this issue and review and report on other issues mentioned above.

**26. PUBLIC RECESS**

It was asked if consideration be made to inform home owners, especially new residents regarding their responsibilities to keep their hedges under control, especially when adjacent to the footpaths or highway. An article to be written by Council for the ‘Lydiards’ Parish Magazine.

The drains in The Butts were reported as being full again. Council to request gully sucker visit.

Cllr Edwards (Speaking as a Parishioner) – offered her personal objections to the most recent planning application for Acacia Croom, 15/03230/FUL.

Thanks were recorded to Mr Cooper, Lisa and Nigel Stuckey, Jacqui, Ambrose and Paddy for their work on Parish Hall Flower Beds.

**27. ITEMS OF LATE BUSINESS**

There were no items of late business.

**28. PARISH HALL**

There was no Parish Hall Report.

**29. PLAYGROUND and JUBILEE CLUBHOUSE INSPECTION REPORTS**

Cllr Pepperall reported need to weed kill on the site, minor repairs to playground perimeter fence, new gutter piece needed on shed in 'boules' area, more chippings needed under swings (There are bags of chippings in the store), waste bins need emptying.

The Recreation Field Working Group to review and discuss appropriate actions.

**30. RECREATION FIELD WORKING GROUP REPORT**

The broken chain walk had been removed and made safe.

Quotes for replacement equipment had been received and reviewed – further quotations were to be sought before placing a recommendation to the council.

Charges review – The working group had recommended various increases, however, Cllr Pepperall had reconsidered these prior to the July meeting. Issue to be re-considered by Working Group.

Update on Cricket facility – It seems unlikely that Purton CC will use our square within the next 2 seasons. Cllr Cobb to seek a Cricket Club from Swindon area looking for a new home, to take on the facilities and necessary maintenance.

Ditch work is required on recreation field. Verbal agreement with Mr Perrin to carry out work on SE corner of field at £200, to be placed on August agenda for approval.

Replacement of missing/broken posts around car park deemed un-necessary.

Security of archives in cabinets at JCH and security (keys, locks and CCTV) to be discussed at next Working Group meeting.

**31. HIGHWAY and ROAD SAFETY MATTERS**

**(a) Working Group report**

- 1. Lydiard Green Footpath** – had ground to halt after the sub-base material was laid – Cllr Cobb had been unable to have a conversation with Steve Hind prior to the July meeting.
- 2. Church chicane (Area Board Issue no. 3469)** – New re-designed project had been agreed by CATG and Community Area Board approx £5,000. £1,000 supportive amount from LMPC.  
Cllr Cobb to contact Steve Hind to seek a programme of works.
- 3. Disabled Bus stop access, the Beeches (Area Board Issue no. 4015)** This issue has been forward to Steve Hind to review and advise. Cllr Cobb to seek update from Wiltshire Council.
- 4. Verge markers – Tewkesbury Way/Washpool junction (Area Board Issue no. 3472)** This issue was agreed as closed, as it can be dealt with via Section 109 licence. This issue returned to working group to look at applying for 109 approval.
- 5. Rectory Cottage Bollard** – Again a Section 109 licence to be applied for.  
**Bollards in Lydiard Green.** – Concerns were raised about the positioning of new bollards in Lydiard Green.
- 6. Butts Bus-Stop TRO (Area Board Issue number awaited... re-submission 21<sup>st</sup> June** – waiting for issue no.
- 7. Stone Lane Mini-round about (Area Board Issue no. 3565)**- This issue to be re-opened now more information is available on Ridgway Farm infrastructure.
- 8. Common Platt/Washpool Traffic Calming (Area Board Issue no. 3474)** –possible re-open as per issue no 3565 above.
- 9. Washpool Bridge Priority Signage Area Board Issue no. 3473)** - possible re-open (as per issue no 3563 above).

- 10. Extension of the footpath in the Street (Area Board Issue no.3470)** – possible re-open.

**Correspondence received.** – resident concerned about perceived lack of signage in Greatfield. This will be forwarded to WC via an 'Issue' sheet.

Extra traffic in Holborn was reported to be due to night time road closures on A419.

- (b) **Area Board CATG** – Next CATG meeting to be held on 28<sup>th</sup> July 2015.
- (c) **Holborn Footpath** – Mr Croucher had offered the Council a small piece of land containing pond adjacent to the junction with Holborn/Common Platt/Swindon. This was discussed, members felt it would be difficult at this point in time to fully renovate the area to a high enough standard and so would have to decline the kind offer.
- (d) **Community Speedwatch Update** – Although short of volunteers due to holiday period, they still recorded 163 vehicles speeding.
- (e) **Lorry Watch Update** – 2 lorries had been reported this month.

### **32. CEMETERY & PUBLIC SPACES**

- (a) **Report by Working Group** – no report available.
- (b) **Community Field Car Park Update** – Tenders for the car park were not all in when Cllr Harris compiled his report.  
Parish Hall Trustees are discussing a draft legal agreement, which will be formally drawn up by Solicitors.  
A grant application for funding from the Area Board has been submitted for £5,000 - £10,000.  
Changes need to be considered to the right of the entrance to the existing car park from the road with the land owner's permission.  
Verbal agreement has been gained from owner of the field adjacent to ours for access to construction traffic via her right of way.  
A difference of opinion between the Parish Council and the Parish Hall Trustees still exists over which way the traffic should flow round the two car parks. Wiltshire Police will be asked for their opinion on safety grounds at some point.
- (c) **Drainage Issues Perrins Farm** – Covered in Recreation field report.

### **33. PLANNING MATTERS**

- (a) **Working group report.** – Cllr Dodge reported that responses had been sent on councils behalf for Michaelmas and Glenwood, as agreed at the previous meeting. Confusion had been caused at the previous meeting as to what type of planning matter the working group would/could consider.

Update on Redevelopment at Stonecourt Lane – considered by the Planning Working Group and a response submitted on behalf of the Parish Council.

- (b) **North East Wiltshire Villages (NEW-V) Neighbourhood Plan** – No report received.
- (c) **Planning Applications** – The following planning applications have been received from Wiltshire Council for consideration.

#### **Planning application 15/05906/FUL**

Site address: Manor House Church Place Lydiard Millicent Wiltshire SN5 3LS

Proposed development: Remove and Rebuild Wall adjacent to Church and Replace Gates

Consultation expiry Thursday 30 July, 2015 - **It was agreed Council will seek conservation view on this. It was also agreed that Cllr Groom would call this**

**application in at County. The Councillors objected to this application as a change of street scene.**

**Planning application 15/05476/LBC**

Site address: Manor House Church Place Lydiard Millicent Wiltshire SN5 3LS  
Proposed development: Remove and Rebuild Wall adjacent to Church and Replace Gates

Consultation expiry: Thursday 30 July, 2015 **It was agreed Council will seek conservation view on this. It was also agreed that Cllr Groom would call this application in at County. The Councillors objected to this application as a change of street scene.**

**Planning application 15/05535/FUL**

Site address: Michaelmas Common Platt Purton Wiltshire SN5 5LB  
Proposed development: Proposed Single Storey Front Extension.

Consultation expiry: Tuesday 14 July, 2015 **The Working group recommended no objections which were ratified by those present.**

**Planning application 15/04804/FUL**

Site address: Glenwood 28 Stone Lane Lydiard Millicent Swindon Wiltshire SN5 3LD

Proposed development: Side & Rear Extensions, Demolition of Existing Outbuilding and Erection of Garage/Gym

Consultation expiry: Wednesday 1 July, 2015 **The Working group recommended no objections which were ratified by those present.**

**14/10200/REM Amended Plan, Ridgeway Farm.....**

Confirmation of working groups decision submitted as follows:

- *The preferred option is the roundabout.*
- *However it should be pointed out that, in this parish, there is a 7.5 ton weight limit and therefore our roads are not available to artics (I am advised that one is shown in bottom left-hand drawing)*
- *LMPC understood that the Purton Road from the roundabout at Casa Paola to the Swinley Drive junction will have a speed limit of 20 mph*
- *LMPC also understand that the Eastern section of the Purton road from the Swinley Drive junction to the Spine Road will be closed permanently.*

**Late Planning**

Site Address - Acacia Croom House (Formerly Barretts Yard) Stone Lane Lydiard Millicent Wiltshire SN5 3LD

Proposed development: Erection of Stable Building to Include garden and Log Stores. Change of Use from Agricultural to Equestrian.

Consultation expiry: Wednesday 29 July, 2015 **Council agreed to ask for an extension of time as this had not been advertised.**

**(d) DECISIONS –** The following decisions have been received for noting.

Planning application 15/04846/TCA

Honeywood Lodge, Church Place, Lydiard Millicent.

Permission granted by WC to fell 3 Horse Chestnut Trees and 1 Copper Beech.

Planning application 15/04164/FUL  
41 Chestnut Springs, Lydiard Millicent  
Permission approved with conditions by WC to erection of porch to front and erection of rear single-storey extension.

Planning application 15/03957/FUL  
Unit 3, Bagbury Park, Lydiard Millicent  
Permission approved with conditions by WC for two storey side extension to existing building.

**Late Planning Matters**

Application to purchase a burial plot by Mr and Mrs Elkins who had 15-20 years history with the parish was approved.

Application to purchase a burial plot by Mr Newth who had 15-20 years history with the parish was approved.

**34. FINANCIAL and ADMINISTRATION MATTERS**

- (a) Finance And Administration Working Group Report – met on 19<sup>th</sup> June.**  
They noted that a further member of this group was required to comply with updated standing orders, this should be addressed when new parish councillor is appointed.

The last bank statement showed a balance of £60,440.  
It is believed that a £40k reserve is available for the Community Car Park, with a £20k Public Works Loan Board to cover the remaining costs, if the original estimate of £60k was accurate.

The Working group looked at the possibility of re-investing the £25k long term investment and decided it would not be appropriate at present.

- (b) Proposed Amendments To WG TORs, and preferred reporting dates.**  
The Working Group requested that these be amended to end of March, July and Nov for submission to the following month's Council meeting date.  
These months tie in better with year-end and precept setting. – This was agreed.
- (c) Variation of Bank Mandate -** A new bank mandate is needed due to changes in our Council membership. It was recommended that the new mandate specify that two signatories for cheques be required, one of which should be the Chair or Vice Chair, plus a further Councillor. Cllr Groom proposed and Cllr Mowbray seconded this proposal, all other Cllrs present agreed.
- (d) Grant approved for Dog bag bins - £150 –** Council has yet to receive money from Wiltshire Council for the approved grant for Dog bag bins.
- (e) Audit report. –** needed to be published on the website. – RFO to action.
- (f) Transparency codes for small authorities –** had been briefly reviewed, it was noted that we need to publish the location of our public land and building assets. It was also noted that draft minutes appearing on our web site have not been marked Draft, and that the Draft Minutes that have been amended by Council are not then re-published.
- (g) Adoption of Governance and Management Risk Register –** The risk register was formally approved.
- (h) Proposed purchase of new laptop–** up to £500 expenditure was approved to purchase a new laptop and associated software for the new clerk.

The RFO's laptop was still in use prior to her holiday and had not been sent for assessment.

- (i) The Council had received a letter from the Churchwarden that the District Church Council will request the Parish to take over the care and maintenance of the Churchyard that surrounds All Saints, with effect from summer 2016 onwards. The financial implications will be investigated at a future Finance Working Group.
- (j) **Monthly Expenditures** – To authorise the following expenditure:  
Councillors were urged to take caution on all aspects of expenditure from now on, as the budget would need to be carefully monitored.

Cllr Pepperall proposed and Cllr Mowbray seconded that these accounts be paid, There were no objections.

PAYEE	ITEM	NET	VAT	TOTAL
R Leckie	Salary	£199.55	£0.00	£199.55
P Russell	Salary	£159.75	£0.00	£159.75
HMRC online payment	July 4 <sup>th</sup> 15	£39.80	£0.00	£39.80
R Leckie	Postage expenses	£30.13	£0.00	£30.13
LMP Hall	Hire of Hall June15	£25.50	£0.00	£25.50
Westlea Landscaping Ltd	Grounds Contract	£375.00	£75.00	£450.00
C Richens	June 15 Cleaning	£84.00	£0.00	£84.00
JVT Consulting Engineers Ltd	Car park design	£4,150.00	£830.00	£4980.00
Rialtas Business Solutions	Alpha software single user maintenance	£111.00	£22.20	£133.20
	<b>TOTAL</b>			

### 35. OTHER MATTERS

- (a) **New Clerk** – Mrs Deborah Bourne, had been appointed as the new clerk.
- (b) **Councillor Vacancy** – The deadline for applicants was 8<sup>th</sup> July and it was not yet known if anyone had put their name forward.
- (c) **Correspondence** – Passenger Transport Stakeholders Workshops – Councillors had been invited to attend workshops various dates in July.  
Proposed traffic regulation order for consultation – it was noted that increases in parking fees for Royal Wootton Bassett car parks were ongoing.  
Invitation to a still to be arranged presentation by Came and Co (our insurance company) at Little Somerford Parish Council. – This was not answered.  
Revised Recycling centre opening times from 13<sup>th</sup> July. 5 days a week 10-4.

### 36. DATE OF NEXT MEETING

The next meeting of the Council will be held on Thursday 6<sup>th</sup> August 2015 at 7.30pm.