

Lydiard Millicent Parish Council

Notice of Meeting and Summons to Attend

To : ALL MEMBERS OF LYDIARD MILLICENT PARISH COUNCIL
Councillors Dean Cobb, Andrew Fletcher, Sarah Hill-Wheeler, Andre
Kayani, Vernon Montgomery, Sian Penning, Alan Pflieger (chairman),
Richard Selwood, Mike Sharp, Phil Shepherd.

**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 4th October 2018 in the Parish Hall, Lydiard Millicent,
commencing at 7.30pm.**

Deborah Bourne

DEBORAH BOURNE
Parish Clerk

27th September 2018

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

Neighbourhood Planning Steering Group, Neighbourhood Watch and Community Speed Watch Co-Ordinators will be invited to address the Council at this time.

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

AGENDA

1. **Apologies for Absence:** The Council is asked to note any apologies for absence 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 keep entries in the Register of Interests up to date; please contact the clerk, if register needs updating.
3. **Minutes:** To confirm, adopt and sign as a true record, Minutes of the Meeting held on Thursday 13th September 2018.
4. **Chairman's Announcements**
The Chairman will give a brief update on the last month. This item will not require Lydiard Millicent Parish Council to make any formal decisions.

5. **Working Group Reports** Appendix A
Working Group Reports should be considered as internal documents as they contain aspirations or very early thoughts on projects, which may or may not be considered or progressed further. The documents are included within this agenda for transparency; councillors should not assume recommendations will automatically be Council Decisions or Policies.

The Council is asked to note updates provided by the Working Group Chairmen.

- a) *Cemetery & Open Spaces* Meeting held Tuesday 25 September
This report will follow
- b) *Communications* Notification of meeting not received
No updates submitted
- c) *Finance & Admin* Meeting held Tuesday 18 September
Report attached
- d) *Highways* Meeting held Thursday 20 September
Report attached
- e) *Planning*: Working Group update is attached as Appendix B under Planning Matters.

6. **Planning Matters** Appendix B

- a) The Council is asked to note the following decisions made by Wiltshire Council since the last meeting:
 - 18/06794/FUL – 41 Chestnut Springs, Lydiard Millicent
Erection of Timber Decking and Timber Outbuilding (Retrospective).
Decision : Approve with conditions
- b) The Council is asked to confirm the Planning Working Group comments on the following Planning Applications from Wiltshire Council.
 - 18/08392/FUL – Plain Farm, Lydiard Plain
Construction of extension to silage clamp
 - 18/08802/PNCOU – Land at Lydiard Green, Royal Wootton Bassett
Notification for Prior Approval under Class Q for a Proposed Conversion of Agricultural Buildings to Create 3x New Dwellings.
- c) The Council is asked to note details of a Planning Appeal and consider the Planning WG recommendations.
 - APP/Y3940/W/18/3205367 –
17/08735/FUL Land at Church Place, Lydiard Millicent
Proposed provision of new public open space, footpath, play area, nine homes (4 Affordable Units) and associated infrastructure
- d) The Council is asked if it wishes to respond to the Forestry Commission consultation on Braydon Woods, which includes Webb’s Wood within the parish of Lydiard Millicent. Links to the consultation page were circulated earlier.

7. **Finance** Appendix C
- a) *Payments Schedule* : Two Councillors have previously scrutinised and signed cheques. The Council is asked to note this month's schedule.
 - b) *Finance Report* : At the last meeting held on 13 September 2108 it was: **RESOLVED** to defer any decision on the Finance Report until the next meeting . (min ref 107/18b)

The Council is asked to consider the recommendations deferred from last months meeting. The RFOs report from last month is attached for information.

8. **Corporate Governance** Appendix D
- The Council last adopted Standing Orders in June 2014. There have been changes both in Legislation and Best Practise since this date. A draft set of updated Standing Orders were presented for adoption at the last Council meeting.

Adoption of the document was deferred at that meeting (min ref 109/18), when Cllr Sharp was directed to obtain further information from Wiltshire Council Monitoring Officer regarding Code of Conduct complaints procedure and the Finance & Admin Working Group were directed to consider the orders again and present their recommendations to this meeting.

The Council is asked to consider the attached reports.

9. **Schedule of Council Meeting Dates 2019** Appendix E
- The Council is asked to adopt the attached schedule of meetings to December 2019, noting that the Annual Parish Meeting is moved to 7 March, as Lydiard Millicent Parish Hall has another booking on 14th.

10. **Date of Next Meeting**

The next ordinary meeting of Lydiard Millicent Parish Council will take place on Thursday 1st November 2018 in Lydiard Millicent Parish Hall, commencing at 7.30pm.

11. **Exclusion of the Press and Public**

The Council is asked that members of the public and press be requested to leave the meeting to allow discussion of establishment, property and finance matters as it is considered the publicity would be prejudicial by reason of the confidential nature of the business to be transacted.

12. **Auto Enrolment Pension Scheme**

The Council is asked to consider recommendations brought forward by the Finance & Admin WG relating to its obligations under the Pensions Act 2008 in relation to auto enrolment for its employee.