

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 13th September 2018 in the Jubilee Club House, Meadow
Springs, Lydiard Millicent, commencing at 7.30pm.**

Deborah Bourne

DEBORAH BOURNE
Parish Clerk

5th 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 2nd August 2018 and Minutes of the Extra-Ordinary Meeting held on Thursday 23rd August 2018.
4. **Chairman's Announcements**
The Chairman will give a brief update on issues from the last month that does not require Lydiard Millicent Parish Council to make a formal decision.
5. **Planning Matters**
 - a) The Council is asked to note the following decisions made by Wiltshire Council since the last meeting:

- 18/04798/FUL – Longhouse, 1 Lydiard Green, Lydiard Millicent
Proposed single storey rear extension and conversion of existing garage to habitable space.

Decision : Approve with conditions

- 18/05796/FUL – Green View, Wood Lane, Braydon
Installation of a track and hardstanding for agricultural purposes (retrospective).

Decision : Approve with Conditions

- 18/06526/FUL – 23 The Mews, Lydiard Millicent
Raise roof to form bedroom.

Decision : Approve with conditions

- 18/07386/TCA – Old Stone Cottage, 2 The Butts, Lydiard Millicent
Fell one Apple Tree

Decision : No Objections

- 18/03362/FUL – Field adjacent to 31 Stone Lane, Lydiard Millicent
Formation of new field access

Decision : Approve with conditions

- b) The Council is asked to note the following Appeal Decisions made by Planning Inspectors affecting this parish in the last month.

- 17/11180/FUL – Cotswold Heights, Greenhill, Royal Wootton Bassett
Extension and alterations to dwelling.

Appeal Result : Allowed with conditions

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

- 18/07946/FUL – 35 Stone Lane, Lydiard Millicent
Demolition of outbuilding and swimming pool and erection of 1.5 storey outbuilding
- 18/084611/FUL – Land at Blackfords, Greenhill, Royal Wootton Bassett
Use of site as a commercial livery yard to include private hire and tuition, breeding of horses and public competitions. Demolition of existing stables and construction of new stables, a riding arena and a Dutch barn. Erect a temporary mobile home, provide new accesses and associated works.

6. Finance

Appendix A

- a) *Cheque Signing* : Two Councillors have previously scrutinised and signed cheques appearing on the attached schedule. The Council is asked to ratify payments for these accounts and additionally consider increasing the number of cheque signatories for the Councils main account.

At present there are four signatories – Chairman of the Council, Vice-Chairman of the Council, Chair of the Finance WG and Chair of the Communications WG. The Council is asked to consider including Chair of Highways WG and Chair of Planning WG, giving six signatories in total. The requirement to have two members' sign each cheque will not change.

The Councils views are sought.

- b) *Finance Report* : The Council will be asked to consider recommendations in the attached Finance Report.

7. **Flowerbeds opposite Parish Hall**

The Clerk has been approached asking if the Parish Council could supply “SLOW” signs to be used when volunteers water the flowerbeds in front of the Church. Watering is via a hosepipe trailed from the Cemetery across the road, to the flowerbeds; when cars drive too fast over this pipe it splits; volunteers have expressed their frustrations at this. Highways approved signage is approximately £50 for a metal A Frame sign or approximately £60 for a “roll up” sign.

Officer advice: The Council has a duty of care towards its volunteers; this is a safety concern, and at least two signs should be purchased immediately. Further research should take place as to relocating the water source for these flowerbeds, and consideration given to providing safety/ Hi-Viz jackets or tabards for this work.

The Councils instructions are sought.

8. **Corporate Governance** Appendix B
The Council last reviewed its Standing Orders in June 2014. There have been changes both in Legislation and Best Practise since this date.

The Council is asked to consider the attached report and adopt the presented Standing Orders.

9. **Electoral Commission Boundary Review** Appendix C
The Council is asked if it wishes to comment on the Electoral Commission Boundary Review currently being carried out across the Wiltshire Unitary Authority area. Full details have previously been sent to members.

The Electoral Commission is asking for comments from everyone, not just Parish Councils. Members of the public can comment, as can individual councillors.

10. **Highways Working Group** Appendix D

a) *Weight Restrictions on Highways within the Parish*

The Clerk and Cllr Sharp attended a meeting in Trowbridge to discuss a way forward for Lorry Watch. Report attached.

The Council is asked if it wishes to actively support this new initiative for Lorry Watch and take part in a pilot project, or to formalise the Clerk writing to haulage managers where it would appear the vehicle is not in compliance with the restrictions.

b) *Footpath Signage*

At the Highways Working Group meeting on 31st July it was suggested that footpath signs were purchased to identify the footpath at Holborn. This footpath is diverted behind a hedge to avoid pedestrians walking in the road at the blind bend; the footpath is not readily seen, and at times people have walked along the roadside unaware of the alternative route. The Working Group have contacted a local supplier, who has supplied a quotation for signage which includes the Council logo.

The Working Group asks the Council to consider whether public footpath signs should be provided at the Holborn site. Three signs are recommended by the Working Group. The Council is asked to approve expenditure for the signs of £368+VAT including fitting. The Council is also asked to consider purchasing more of these signs, to be used at other locations as necessary.

11. **Correspondence Received**

- a) Letter from a resident suggesting further ideas of how to convert part of the Community Field into a car park
- b) Bookings request for use of Parish Hall throughout 2019 by LMPC. Dates requested are as shown in table below.

Date	Time From	To	Council Parish	Comments
Jan	19.00	21.30	Council	Clerk unable to attend meeting on 7 Feb. Parish Hall is available on 24 Jan. Jan & Feb Mtgs could be held together?
Feb	19.00	21.30	Council	
7 Mar	19.00	21.30	Council	LMPH booked
4 April	19.00	21.30	Council	LMPH booked
2 May	19.00	21.30	Council	LMPH booked
6 June	19.00	21.30	Council	LMPH booked
4 July	19.00	21.30	Council	LMPH booked
Sept	19.00	21.30	Council	Clerk not available on 1 st Thursday, LMPH not available on 2 nd Thursday. Use JCH on 12 th or LMPH on 5 th & contract in locum Clerk?
3 Oct	19.00	21.30	Council	LMPH booked
7 Nov	19.00	21.30	Council	LMPH booked
5 Dec	19.00	21.30	Council	LMPH booked
14 March	18.30	21.30	Parish	Mtg agreed 090/18 – Parish Hall not available on that date. Change Parish Mtg to 7 th in LMPH & Council Mtg 14 th in JCH?

12. **Date of Next Meeting**

The next ordinary meeting of Lydiard Millicent Parish Council will take place on Thursday 4th October 2018 in Lydiard Millicent Parish Hall, commencing at 7.30pm.