

# Lydiard Millicent Parish Council

## Notice of Meeting and Summons to Attend

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

Councillors Annamaria Beswick Edwards, 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 3<sup>rd</sup> December 2015 in the Parish Hall, Lydiard Millicent, commencing at 7.30pm.**

*Deborah Bourne*

DEBORAH BOURNE  
Parish Clerk

27 November 2015

**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.

Youth Representative and 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 5<sup>th</sup> November 2015.
4. **Planning Matters:**
  - a. The Council is asked to note the following decisions made by Wiltshire Council since the last meeting:

15/09770/TCA – Church Farm, Church Place, Lydiard Millicent  
Proposal: Fell 2 Leylandii Trees  
*Decision : No Objection*

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

There have been no Planning Applications sent from Wiltshire Council for consideration this month.

5. **Reports from Attendees on outside Bodies**
  - a. Wiltshire Council Area Board
  - b. NEW-V Neighbourhood Planning Group
6. **Highways and Road Safety Working Group**
7. **Cemetery and Open Spaces Working Group**
8. **Finance and Administration Working Group** Appendix A
  - a. Receive the minutes of the Working Group held on 16<sup>th</sup> November 2015.
9. **Jubilee Club House and Recreation Field Working Group** Appendix B
  - a. Receive the minutes of the Working Group held on 9<sup>th</sup> November 2015.
10. **Finance** Appendix C

The Council is asked to authorise the accounts for payment contained in the Finance Report for November. Cheques will be signed for these accounts at the end of the meeting.
11. **Annual Estimates of Income and Expenditure**

Each year Parish Councils must consider what it wishes to be done in the following financial year. Draft budgets has been prepared in consultation with Working Group Chairmen and by reference to what the Council spent during 2014/15 and its projected spend to the end of this financial year.

The Council is asked to discuss the proposed draft budget for the next financial year (2016/17) in readiness for its adoption at the January meeting.
12. **Cleaner at the Jubilee Club House**

At its last meeting the Council resolved to use contract cleaners rather than employ staff at the Jubilee Club House. Contractors are being contacted for prices but at present the Council does not have an agreed specification with which it can ask for tenders to be priced against.

As the Club House has not had a cleaner for the last month and is in urgent need of attention it is recommended that the Council gives delegated authority to the Clerk to instruct a contract cleaner on an ad hoc basis until such time as the Council is ready to tender this work.

The Council is asked to authorise the above and make arrangements for specifications to be drawn up ready for consideration at its January meeting.

13. **Use of Recreation Ground and Jubilee Club House**

At present the Recreation Ground and JCH building is used intermittently during weekdays by a Personal Trainer and regularly on Sundays, between September and May, by Lydiard Millicent Junior Football Club (LMJFC). The field is also used regularly by residents to walk their dogs. At a recent meeting, LMJFC requested that they book the recreation ground on a Saturday morning for approximately 90 minutes in addition to their usual Sunday bookings. This would bring in extra income but with virtually no extra expenditure.

Now that the Recreation Ground and JCH is booked on a more formal basis, the Council is asked to consider setting times for when these facilities can be used. Such guidance will allow bookings to be taken without the need for constant referral to the Council and possible loss of revenue.

The Council is asked to consider the above proposal and suggest appropriate hiring times.

14. **Results of Car Park Survey**

To receive a report from the Clerk analysing results of the consultation which are still being received during the preparation of this agenda.

15. **Date of Next Meeting**

The next meeting of Lydiard Millicent Parish Council will take place on Thursday, 7<sup>th</sup> January 2016 at Lydiard Millicent Parish Hall commencing at 7.30pm