

MINUTES of the Meeting held by Lydiard Millicent Parish Council on Thursday 5<sup>th</sup> July 2018, in the Lydiard Millicent Parish Hall, commencing at 7.30pm.

PRESENT: Cllrs Dean Cobb (vice chairman), Andrew Fletcher, Sarah Hill Wheeler, Vernon Montgomery, Richard Selwood, Mike Sharp, Phil Shepherd.  
Mrs Deborah Bourne (Clerk).

Also Present: WCllr Mollie Groom, Nine members of the public.

### **Public Question Time**

Questions and comments were put by residents; those relating to Wiltshire Council were acknowledged by Cllr Groom.

#### **081/18 Apologies for Absence**

Apologies for absence were received from Cllrs Andre Kayani, Sian Penning and Alan Pflieger.

#### **082/18 Declarations of Interest**

Cllr Sarah Hill Wheeler declared an interest in Planning Application No: 18/04798/FUL. Cllr Hill Wheeler left the room while this application was considered and made no comment either before or afterwards.

#### **083/18 Minutes of the Previous Meeting**

The Minutes of the Meeting held on Thursday 7<sup>th</sup> June 2018 were adopted by the Council and signed by the chairman as a true record of the meeting.

The Minutes of the extra-ordinary meeting of the Council held on Thursday 28<sup>th</sup> June 2018 were also adopted by the Council and signed by the chairman as a true record of the meeting.

#### **084/18 Chairman's Announcements**

There were no Chairman's Announcements.

#### **085/18 Planning Matters**

- a. The Council noted the following planning decisions made by Wiltshire Council since the last meeting.
  - 18/04026/FUL – Balinrait Farm House, Stone Lane, Lydiard Millicent  
Proposed erection of single storey extension to rear and side over site of existing conservatory. Erection of new roof to existing utility room.  
Associated internal works.  
*Decision : Approve (with Conditions)*

- b. The Planning WG had previously considered the following applications and gave verbal recommendations for the Councils consideration.
- i. 18/05164/106 – Annex, Greenhill Nurseries, Lydiard Millicent.  
Modification of Legal Agreement attached to N/03/02959/COU

Whilst considering this application members were concerned that it would potentially be the end of a local business and that the land may be developed for residential use in the future.

RESOLVED to send the following comments to Wiltshire Council Planning Department:

- Concern that this would authorise residential development in the Countryside, without going through the full Application Process and is contrary to the basis on which the Annex was authorised.
  - May not be in conformity with CP 48 (supporting rural life), if the two properties are split.
  - Detrimental to preserving the character of Greenhill, which has long since been a centre for market gardening and horticulture.
  - If the Planning Department is minded to approve this application, LMPC would request that consideration be given to adding a condition excluding general permitted development rights, to avoid further extension without express application in the future.
- ii. 18/05422/FUL – Casa Paolo, Common Platt, Purton  
Erection of 2no dwellings and conversion of existing restaurant premises to provide separate self-contained dwelling house.

RESOLVED to send the following comments to Wiltshire Council:

- This will be the second business of this type to close recently within the parish, leaving just one public house in the middle of Lydiard Millicent village.
  - LMPC is saddened this will be the loss of another amenity within the parish.
  - This application appears to be in contravention of CP 48 (supporting rural life) and CP 49 (protection of rural services).
- iii. 18/00086/FUL – Land opposite 18 Washpool, Swindon  
Demolition of various outbuildings and erection of a 3 bedroom detached dwelling, detached garage and associated works.

A local resident commented on this application, there is to be a meeting of neighbours to discuss this application. Resident was concerned as to ownership of land – a Land Registry issue and not for consideration at this Planning Application.

Members requested that the Unitary Councillor “Call in” this application.

RESOLVED to send the following comments to Wiltshire Council:

- Although not a direct planning issue it would appear that access is via a third person's private road, which is used currently for garaging vehicles.
- Access onto the carriageway at this point has poor visibility, especially when several cars also park in the vicinity.
- The development of this site will detract from the general ambiance of the hamlet, distracting from the rural aspect at the moment present at this site.
- This area is liable to frequent flooding, with a small stream nearby.

Cllr Sarah Hill Wheeler left the room.

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

RESOLVED to send No Objections to this application.

Cllr Sarah Hill Wheeler came back to the meeting.

086/18 **Finance Matters**

- a. The Council noted regular monthly payments, which had been signed by two Councillors.

The chairman sent thanks to the three ladies who tend the flowerbeds in front of the Church, and also to Mr Cooper for again supplying the plants. It was requested that the Clerk send a letter of thanks to the volunteers.

- b. To Authorise non standard payments, and reimbursements, highlighted in the Finance Report.

RESOLVED authorisation to reimburse cost of compost, printer ink for Cllr Sharp, and for the June salary to be paid. Any other non standard payments to be deferred to the next meeting.

- c. The Council is asked to re-authorise the investment of up to £50,000 with CCLA. The original authorisation was given in February 2017 (016d/17). RESOLVED that, in the first instance, up to £50,000 be invested to open an investment account with CCLA as originally agreed in February 2017. Signatories for the new account will be the Chairman, Vice-Chairman, Chairman of Finance Working Group and RFO. Money in this account can only be transferred back to the Councils main bank account on authorisation of the RFO and one other signatory.

- d. Grant Request

The Council received a grant request from the local Art Club to help fund their recent exhibition, held in the Parish Hall. The Council currently has no policy for administering grants.

Members wished to support this local group and were keen to support similar local initiatives.

RESOLVED to give a grant of £150 (one hundred and fifty pounds) to the Art Club in support of their recent Exhibition. Further RESOLVED to investigate a suitable policy and application process for future applications.

**087/18 Internal Auditors Report**

The Internal Auditor's report for 2017/18 has now been received, and considered by the Finance WG.

In considering this report members noted there were no observations requiring attention, and the Auditor had no recommendations for the Councils consideration.

RESOLVED to adopt this report, and for a letter of confirmation be sent to Auditing Solutions.

**088/18 Council Debit or Credit Card**

At its meeting on 5<sup>th</sup> October 2017, the Council resolved to obtain a Debit Card for use by its Clerk/RFO (min ref: 123b/17).

Whilst investigating options with various banks it has been noted that extra protection is available on Credit Card transactions, especially when used for internet expenditure.

Discussion included:

- Concern about Council having either card. All expenditure should be authorised first.
- There is very little difference between protection offered using either a Debit Card or Credit Card.
- Finance WG should investigate the merits of a Council Credit Card and report its findings to a later meeting.

RESOLVED to stay with the Councils decision of 5<sup>th</sup> October. The Clerk will continue to source a Council Debit Card, attached to an Imprest Account.

**089/18 Training / Updating Session for Councillors**

At the start of this administration newly elected Councillors attended training and updating sessions, aimed at explaining what the role and obligations are for Councillors.

RESOLVED that further training and updating sessions are arranged to include Law, Procedure and Finance. Members will e-mail their availability to the Clerk by Monday 16<sup>th</sup> July 2018, so that arrangements can be made in a timely manner.

**090/18 Annual Parish Meeting**

Members noted The Minutes of the Annual Parish meeting. Although the date is set by the Parish Council and the meeting called by the Parish Council Chairman, the

Parish Meeting is not a Council meeting; it is Best Practise for Council members to receive the draft minutes so they can consider any issues they feel relevant.

RESOLVED that the Annual Parish Meeting for 2019 should be held on Thursday 14<sup>th</sup> March 2019.

091/18 **Correspondence – Burial Request**

A request has been received for consent to be buried in an existing grave. The deceased is the partner of the person making the request. On investigation by the Clerk this request does not easily follow the Councils laid down procedures.

Discussions included:

- Policy and Procedure should be followed
- What happens in other cemeteries
- Sensitivity of the issue

RESOLVED that the Chairman request members of the press and public to leave so that discussion on this sensitive issue can continue in private.

Members of the Press and Public left the room.

092/18 **Burial Requests/Procedure**

Discussion continued including:

- What does Policy say
- Policy should be more detailed
- Members should be able to exercise tolerance to policies if necessary
- Is there a charge for this investigation
- Should the Council charge for this type of research

RESOLVED that the Clerk investigates this request further; noting this request has already occupied a large amount of the Clerks time. If there are no legal reasons the burial can not take place the Council will consent on this occasion.

093/18 RESOLVED to allow members of the Press and Public back in to observe the remainder of the meeting.

092/18 **Date of Next Meeting**

The next meeting of Lydiard Millicent Parish Council will take place on Thursday 2<sup>nd</sup> August 2018 commencing at 7.15pm. This meeting will take the form of Site Visits throughout the parish. Residents will be welcome to attend either for the whole parish or to meet with Councillors along the route.

The meeting closed at 8.50pm.

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Cllr Alan Pflieger  
Chairman