

MINUTES of the Lydiard Millicent Parish Council meeting held on Thursday, 1st June 2017 in Lydiard Millicent Parish Hall, commencing at 7.30pm

PRESENT : Cllrs Andrew Harris (chairman), Jonathan Hearn, Sarah Hill Wheeler, Sian Penning, Alan Pfleger. Mrs Deborah Bourne (Clerk).

Also Present : Ten members of the public

Public Question Time: Residents comments included:

- concerns about levels of litter and debris on pavements,
- request for a more holistic approach to Litter Collection
- recognition for volunteers
- an improvement in communication between residents and Parish Council
- concerns over an approved planning application.

Three residents also made representations on Planning Application 17/04235/FUL.

- There have been issues with previous applications on this site
- Plans have only today appeared on Wiltshire Council website
- Neighbouring properties are adversely affected – storm water
- Request for Parish Councils help.

Chairman answered the questions and thanked residents for their comments. Some comments / queries were for Wiltshire Council, and they will be directed to the Unitary Councillor. Residents were encouraged to make use of the Parish Office now open part time in the Jubilee Club House, Meadow Springs, to report issues.

An update from the Community Speedwatch Co-ordinator was given, there are three new volunteers.

Report from Wiltshire Council: Cllr Mollie Groom sent her apologies; she was in attendance at the Community Area Transport Group (CATG) meeting being held in Cricklade.

062/17 **Apologies for Absence**

Apologies for absence were received from Cllrs Andre Kayani and Mike Sharp. Cllrs Dean Cobb and Vernon Montgomery were in attendance at the CATG meeting with Cllr Groom.

063/17 **Declarations of Interest**

There were no Declarations of interest in any of the items on this agenda.

064/17 **Minutes**

Minutes of the Annual Parish Council meeting held on Thursday 11th May 2017 were adopted as a true record, and duly signed by the chairman.

065/17 **Casual Vacancies**

The Council has received only one application in consideration for co-option. Further publicity will be needed to encourage others to stand.

It was RESOLVED to co-opt Mr Richard Selwood onto the Parish Council, and for him to complete all statutory declarations prior to the next meeting. The Clerk will contact him to make the necessary arrangements.

It was noted that there is now one vacant seat on the Parish Council.

066/17 **Planning Matters**

- a. The Council noted the following decisions made by Wiltshire Council since the last meeting:
- 17/03000/FUL – 87 Chestnut Springs, Lydiard Millicent
Extension to front, side and loft conversion
Decision : Approve with Conditions
 - 17/00446/FUL – 54 Chestnut Springs, Lydiard Millicent
Raise height of roof to accommodate a new first floor, single storey rear extension & front roof extension, conversion of garage into garden store/utility and kitchen extension
Decision : Approve with Conditions
- b. Planning Applications for consideration by the Council at this meeting. The Planning Working Group (WG) has already considered these applications and brought forward recommendations.
- 17/04215/VAR – Old Stone Cottage, 2 The Butts, Lydiard Millicent
Variation of condition 7 of planning application 16/11952/FUL (Demolition of detached garage & erection of single two storey dwelling & garage access & parking)

The original planning application condition 7 read:

*There shall be no removal of any more than the five trees scheduled for removal as detailed in the combined Arboricultural Impact Assessment, Arboricultural Method Statement and Tree Protection Plan (prepared by Hillside Trees Ltd., dated May 2016) and covering letter and statement (prepared by Stephen Kingshott Building Consultancy Ltd, dated 19 December 2016). In addition there shall be no removal of hedgerow, although this does not prevent maintenance and trimming.
REASON: to ensure adequate protection for habitats and protected species and habitats.*

It is understood a hedge and a number of trees have already been removed from the site, and the applicant is asking for approval retrospectively.

RESOLVED to send the following objections to Wiltshire Council:

LMPC objects to the variation of condition 7, as set out in the original application. Although we understand that the hedge has already been removed contrary to the original condition, and it will be impossible to

reinstate the original hedge. However, we would respectfully request that, should the application be granted, it is a condition to replace the original hedge with a **well-grown** new hedge to ensure adequate protection for habitats and protected species, in line with the original condition and that the advice of the Council's conservation officer is sought in this regard.

We are concerned at this unlawful removal of a long established hedge in the breeding season and would ask Wiltshire Council to consider whether its removal constitutes an offence under the Hedgerow Regulations 1997, whether action should be brought against the person responsible, and requiring replacement of the hedge pursuant to Regulation 8 of the Hedgerow Regulations 1997.

- 17/04266/FUL – 39 Stone Lane, Lydiard Millicent
Re-design of bungalow to suitable design of existing approved residential annex (Revision to 16/10518/FUL)

RESOLVED to send No Objections to this application

- 17/04235/FUL – 3 Church Place, Lydiard Millicent
Detached Annex to Rear, Front Porch and Storm Water Harvesting System to Main Property and Erection of Potting/Bike Shed to the Front of the Property

RESOLVED to defer a decision on this application pending further discussions with residents. The Clerk will request an extension to the consultation deadline. Residents were reminded that the Public Consultation Period will not change.

- c. The Council was asked to consider authorising the destruction of old Planning Documents held at the Jubilee Club House.

RESOLVED to investigate further, contacting Wiltshire Council for their views prior to making a decision.

067/17 **Finance**

- a. *Payments*

It was RESOLVED to ratify payments totalling £3,766.67, cheques being previously signed by two Councillors listed as authorised on the Councils Bank Mandate.

- b. *Bank Mandates*

Following the recent changes, with new Councillors taking seats, the Council was asked to consider if any changes were required to the Banking Arrangements.

It was RESOLVED to keep Cllrs Andrew Harris, Alan Pflieger, Dean Cobb and Mike Sharp as cheque signatories and for the Clerk to have viewing access to the account as agreed previously.

It was noted that all Councillors are responsible for Financial Control within the Council.

068/17 Governance Statement for Year Ending 31st March 2017

The Accounts and Audit Regulations 2015 require smaller authorities to conduct a review of the effectiveness of their system of internal control each financial year, and prepare an annual governance statement in accordance with proper practises in relation to accounts.

The purpose of the Annual Governance statement is for the authority to report publicly on its arrangements for ensuring that its business is conducted in accordance with the law, regulations and proper practises and that public money is safeguarded and properly accounted for. The External Auditors (Grant Thornton UK LLP) have asked if this year the Annual Governance Statement and the Annual Statement of Accounts be considered and adopted separately.

Statements numbered one to nine of the Annual Governance Statement 2016/17 were read out by the Clerk. The Council affirmed its approval at each statement and RESOLVED that the Annual Governance Statement be signed by the Chairman and Clerk.

069/17 Cricket Square

The Chairman gave a verbal update on progress; explaining that £2,400 had previously been approved and now spent on refurbishing the square. There is a recommendation that a further £12,000 will be required to carry out further work in the autumn; with the additional machinery needed a budget of approximately £20,000 will be needed. It was hoped that an Area Board Grant and support from Purton Cricket Club would offset some of this amount.

At this time, the Area Board Grant application has been deferred; Purton CC is experiencing difficulty in supporting the project with volunteers or finance. It is hoped the square can be used next season (2018) with the improvements already carried out. There has been no interest from volunteers to help with maintenance.

RESOLVED that the project be put on hold at this time; the contractor who had supplied a quotation for work to be carried out in the autumn be informed that this work will no longer be needed as the project is postponed.

Further decisions will be taken when more information is available.

070/17 Working Groups (WG) and Reps for Outside Bodies Reports

a. Finance & Admin WG

The Chairman for this WG will be Cllr Mike Sharp. A meeting will be arranged later this month.

b. Open Spaces WG

The Chairman for this WG will be Cllr Alan Pflieger.

The WG is currently investigating other possible Cricket Clubs that may be able to use the refurbished Square. It was noted that the recently re-sown square is growing very well but does contain a lot of weeds which need removing.

It was RESOLVED to delegate authority to the Clerk to arrange for weed removal, up to £150; and to investigate further the options for cutting the square.

A local farmer has been contacted to cut the grass at the Community Field, it is hoped this will be free of charge and the resultant cuttings be taken away for silage. Once this initial cut has been carried out a contract will be set up for regular cutting to take place.

Mr Cooper has again donated plants for the flower beds opposite the Parish Hall. The Council sent thanks to Mr Cooper, his public spirited generosity is very much appreciated.

c. Highways WG

The Chairman for this WG will be Cllr Dean Cobb.

Cllr Cobb and Cllr Montgomery are representing LMPC at the CATG meeting currently being held in Cricklade. Concerns were raised at the Annual Parish Meeting about safety around the area of Stone Lane and Casa Paolo.

RESOLVED that a letter be sent to landowners in this area requesting they cut back hedges in line with their boundaries to aid visibility.

d. Communications WG

The Chairman of this WG will be Cllr Sian Penning. A meeting will be set up in the near future to assess progress on the new website.

e. Planning WG

The Chairman of this WG will be Cllr Andre Kayani. This WG will meet when necessary to view Planning Applications.

f. Reps to Outside Bodies

There were no attendances with outside bodies needing Parish Council representation other than the RWB&C Area Board.

071/17 Clerks Report

The Clerk has been requested to give a report detailing progress on projects, or work being carried out during the previous month. A verbal report was given detailing meetings attended, and work carried out. Work on the website is progressing; all Councillors will be issued with a new e-mail address solely for use when acting as a Parish Councillor.

072/17 Comments / Observations from Social Media sites

Members have requested that an area be made available within the Agenda to note any comments or observations made on Social Media sites. Some

comments were discussed briefly. Councillors, individually, will investigate further those comments they feel appropriate, by seeking out the resident who initiated the observation.

073/17 **Date of Next Meeting**

The next ordinary meeting of Lydiard Millicent Parish Council will take place on Thursday, 6th July 2017 at Lydiard Millicent Parish Hall, commencing at 7.30pm.

A special meeting of the Council will be called towards the end of June to adopt the Annual Accounts prior to the statutory deadline of 30th June for adoption and submission to the External Auditors.

The meeting closed at 9.10pm.

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Cllr Andrew Harris
Chairman

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