

# Lydiard Millicent Parish Council

Lydiard Millicent Parish Council Meeting – Thursday 5<sup>th</sup> February 2020

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

## AGENDA

1. **Apologies for Absence**

The Council is asked to note any apologies 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 make sure the Register of Interests contains up to date information. If changes are needed please contact the Clerk, who can arrange for the changes to be carried out.

3. **Minutes**

To confirm and sign as a true record Minutes of the Full Council Meeting held Thursday 9<sup>th</sup> January 2020.

4. **Chairman's Update**

The Chairman will report to Council any issues that have arisen between meetings, and their outcomes. He will also advise members of activities and issues anticipated for the next month.

5. **Public Open Space between The Mews and Meadow Springs** *Appendix A*

To receive a report from the Clerk.

6. **Planning Matters** *Appendix B*

a. The Council is asked to note the decisions made by Wiltshire Council since the last meeting. Planning Schedule is attached as Appendix B.

b. The Council is asked to consider and make comments on the Planning Applications indicated below.

- i. 19/11679/VAR – 87 Chestnut Springs, Lydiard Millicent  
Variation of condition 1 (approved plans) on  
18/10269/VAR to allow for repositioned entrance door and  
addition of 2 roof lights in South elevation.
- ii 20/00528/FUL – Rose Hall, Washpool  
Proposed single-storey porch to front elevation.

7. **Finance** *Appendix C*

- a. *Accounts:* To note payment of regular monthly accounts; which  
have previously been reviewed and signed by two Councillors as  
required under the Council's Financial Regulations.

8. **Footway in Lydiard Green** *Appendix D*

Cllr Stubbs will present a report to reconsider the benefits of a footway  
within Lydiard Green. This has been deliberated previously, at that time  
it was considered there was not sufficient space to accommodate a safe  
footway.

The Council's instructions are sought.

9. **Climate Change** *Appendix E*

Following on from the discussion at last month's meeting the Council is  
asked to consider declaring a Climate Emergency in support of this  
National campaign.

10. **Abandonment of Working Groups**

Working Groups have increasingly acted outside of their powers, without  
authorisation from the Council. The Local Government Act 1972 s 101  
only allows for a committee, sub-committee, other authority or an officer  
to make a decision on behalf of the council. Standing Order 8.1(f) allows  
the Council to dissolve a Working Group.

The Council is asked to consider abandonment of the Working Groups,  
instead choosing Councillors to assist with research when needed.

11. **Highways Working Group Report** *Appendix F*

Members are asked to note the written report from the Highways  
Working Group.

12. **Speed Indicator Devices** *Appendix G*

Cllr Montgomery will present a report to complete the Speed Indicator  
Device project.

The Council's instructions are sought.

**13. 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 the 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.

**14. Employment issues**

- a. *Training* : The Council is advised that the Clerk has successfully completed the CertHE in Community Governance; this qualification is recognised in legislation, and as such automatically attracts an increase in salary of two Spinal Column Points. The training for this qualification was over two years, the council contributed 50% of the enrolment costs.

The Council is asked to note the above, and accept the Clerks thanks for supporting her through the first two years of this training.

- b. *Establishment* : In August 2017 the Council was advised that there were inadequate hours provided for the Clerk to undertake the role required by law and anticipated by Councillors. Over the past two years three working groups have failed to resolve this issue despite money being allocated by the Finance WG in the 2019/20 budget.

The clerk has always maintained an accurate note of the hours worked which are verified by the chairman, in accordance with best practice.

It is a clear breach of contract for the Council to knowingly treat an employee in this fashion. The Council must now choose to either:

- i. Increase the Clerks hours to 20 hours per week, as recommended and as budgeted, or
- ii. Reduce its workload by placing on hold all projects until the base workload can be brought up to date.

Finally, irrespective of which of the above two options is chosen, knowing that in the last two years the Clerk has worked approximately 600 hours extra, and having budgeted for an increase in hours in the current year, consideration should be given to how many of these hours should now be paid.

**15. Date of Next Meetings**

The next meeting of Lydiard Millicent Parish Council has been deferred to Thursday, 12<sup>th</sup> March 2020, at 7.30pm in the Jubilee Club House, Meadow Springs, Lydiard Millicent. This allows for the Annual Parish Meeting to take place on Thursday 5<sup>th</sup> March 2020 at 7.30pm in the Parish Hall.

There will also be a Community Litter Pick, as part of the National Keep Britain Tidy campaign, on Saturday 28<sup>th</sup> March 2020 starting at 9.30am. Full details will be available soon.