

Lydiard Millicent Parish Council

Notice of Meeting and Summons to Attend

To: ALL MEMBERS OF LYDIARD MILLICENT PARISH COUNCIL:
Councillors Robert Baggs, Dean Cobb, Roland Dodge, Andrew Harris
(Chairman), Jonathan Hearn, Andre Kayani, Vernon Montgomery, 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 1st September 2016 in the Parish Hall, Lydiard Millicent,
commencing at 7.30pm.**

Deborah Bourne

DEBORAH BOURNE
Parish Clerk

26 August 2016

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.

Neighbourhood Watch Representative and Community Speed Watch Co-ordinator 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 4th August 2016.
4. **Chairman's Communications**
The Chairman will report on events he has been asked to attend on behalf of the Parish Council. This will be for noting only; no decisions can be made under this item.

5. **Attendance at Meetings with Outside Bodies**

A number of members have requested the opportunity to report back to Council on meetings they have attended as Parish Council Representatives.

Councillors will be invited to give a report on meetings they have attended on behalf of the Parish Council. Reports under this item will be for information only.

6. **Planning Matters:**

a. The Council is asked to note the following decisions made by Wiltshire Council since the last meeting:

There are no Planning Application determinations released by Wiltshire Council for this month.

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

- 16/07095/OUT - Wood Lane Nursery, Wood Lane, Braydon
Demolition of existing buildings and glass houses & erection of single dwelling (outline application for access and layout only)
- 16/06978/FUL – Land South of Tewkesbury Way, Swindon
Proposed residential development of 48 dwellings, with public open space, associated access, infrastructure and landscaping.
- 16/07970/FUL – Bagbury Park, Lydiard Green, Lydiard Millicent
Proposed Industrial Unit for Storage Purposes. Access road and Associated works.

c. The Council is asked to consider the Planning Appeal lodged for the application listed below:

- APP/Y3940/W/16/3154507 – Land off The Mews, Lydiard Millicent
Outline Planning Application for up to 4 dwellings (with all matters reserved except access)

Comments must be with the Planning Inspector by 20th September 2016. Full details of the application can be viewed by following this link:

<http://unidoc.wiltshire.gov.uk/UniDoc/Document/Search/DSA,863025>

The Council will be asked if it wishes to make any comments on this application, and whether they should be agreed at this meeting or discussed more fully at an extra-ordinary meeting.

7. **Finance**

Appendix A.

The Council is asked to authorise the accounts for payment contained in the Finance Report for July. Cheques will be signed for these accounts at the end of the meeting.

8. **Consultation on War Memorial** Appendix B.
On behalf of the Secretary of State for Culture, Media & Sport, Historic England is currently considering whether the Lydiard Millicent War Memorial has special architectural or historic interest.

A copy of the consultation report is attached, together with a guidance booklet. The Council will be asked if they wish to send any further comments in support of this application. The deadline for responses is Friday 9th September 2016.

9. **Neighbourhood Plan** Appendix C.
Cllrs Roland Dodge, Robert Baggs and Mike Sharp have drawn up a suggested Area Designation document and draft Terms of Reference for the Neighbourhood Planning Steering Group.

- a. The Area Designation is recommended to be the whole of the parish area. Members will be asked to comment and vote on the Designation statement, and to give the project a name which it can be known by. One suggestion is Lydiard Millicent and Parish (LMAP) Neighbourhood Plan.
- b. Members will be asked to comment on the draft Terms of Reference and to approve them in principle prior to the creation of a Steering Group.

10. **Parish Office**
The Parish Office has been open in the JCH on Tuesday afternoons and Thursday mornings since March. Although slow to start, both residents and councillors are now taking advantage of the face to face contact; asking to view planning applications, talk about cemetery queries or general enquiries. There are two tables for the Clerk to work from, together with a chair from the Community room. The Clerk would like to spend more time working at this location rather than from home, enabling more opportunity for visitors. Specific office furniture and equipment would allow for efficacy in this move.

The Council will be asked to:

- a. Consider allowing the Clerk to use the Parish Office as her main place of work, rather than it being from her home address.
- b. Consider and discuss options for furniture, (a desk, office chair, storage drawers etc) at the office.
- c. Discuss options for equipment:
 - i. The Clerk has set up a contract in her own name for a Wi-Fi connection into the office, at £19.00 per month. This works very efficiently and several devices can be connected at one time.
 - ii. The Council has purchased a small Wi-Fi printer to be used on site.

- iii. At present an old laptop is used, but this is showing signs of wear (keys sticking, a USB port not working properly) and will need to be replaced. The Council's thoughts would be appreciated as to whether a laptop or desktop computer should be budgeted for next year.

11. Working Group Reports

Reports will be given by representatives of the following Working Groups

- a. Finance and Administration – *No meeting held this month*
- b. Open Spaces – *Meeting to be held 31st August 2016*
- c. Highways – *No Meeting held this month CAT-G being held at same time as this meeting*

12. Date of Next Meeting

The next meeting of Lydiard Millicent Parish Council will take place on Thursday, 6th October 2016, commencing at 7.30pm in Lydiard Millicent Parish Hall.