

Lydiard Millicent Parish Council

Notice of Meeting and Summons to Attend

To : ALL MEMBERS OF LYDIARD MILLICENT PARISH COUNCIL
Councillors Dean Cobb, Andrew Fletcher, Sarah Hill-Wheeler, Andre
Kayani, Vernon Montgomery, Alan Pflieger (chairman), Richard
Selwood, Mike Sharp, Phil Shepherd.

**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 6th December 2018 in the Parish Hall, Lydiard Millicent,
commencing at 7.30pm.**

Deborah Bourne

DEBORAH BOURNE
Parish Clerk

30 November 2018

Public Question Time: Members of the public are invited to make representations to Lydiard Millicent Parish Council on any 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, although no debate shall take place in this time. In some cases further research may be necessary when an answer will be given by the Chairman or Clerk as soon as possible.

Neighbourhood Planning Steering Group, Neighbourhood Watch and Community Speed Watch representatives will be invited to address the Council at this time.

Report from Wiltshire Council: An opportunity to receive information from, and put questions to, the local Unitary Councillor Mollie Groom.

AGENDA

1. **Apologies for Absence:** The Council is asked to note any apologies for absence 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 keep entries in the Register of Interests up to date; please contact the clerk, if register needs updating.
3. **Minutes:** To confirm, adopt and sign as a true record, Minutes of the Meeting held on Thursday 1st November 2018.
4. **Chairman's Announcements**
The Chairman will give a brief update on any items relating to the Parish Council. This item will not require Lydiard Millicent Parish Council to make any formal decisions.

5. **Working Group Reports**

Appendix A

Working Group Reports should be considered as internal documents as they contain aspirations or very early thoughts on projects, which may or may not be considered or progressed further. The documents are included within this agenda for transparency; it should not be assumed recommendations from the Working Groups will automatically be Council Decisions or Policies.

The Council is asked to note updates provided by the Working Group Chairmen.

- a) Cemetery & Open Spaces
- b) Communications - *attached*
- c) Finance & Admin
- d) Highways - *attached*
- e) Planning – *attached as App B*

6. **Planning Matters**

Appendix B

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

- 18/09197/FUL – 2 Bakery Close, Lydiard Millicent
Propose to erect detached garage.

Decision : Approve with conditions

- 18/09007/FUL – Holly House 34 Greenhill, Royal Wootton Bassett
Proposed Construction of a Contemporary Timber Clad Garden Studio

Decision : Approve with conditions

- 18/08802/PNCOU – Land at Lydiard Green, Lydiard Millicent
Notification for Prior Approval under Class Q for a proposed conversion of agricultural buildings to create 3 x new dwellings.

Decision : Prior Approval Granted

- 18/08392/FUL – Plain Farm, Lydiard Plain
Construction of extension to silage clamp

Decision : Approve with conditions

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

- 18/10111/FUL – 7 Washpool, Lydiard Millicent
Erection of single storey extension to front and single storey to rear.
- 18/10201/FUL – 87 Chestnut Springs, Lydiard Millicent
Proposed Garage
- 18/10269/VAR – 87 Chestnut Springs, Lydiard Millicent
Variation of conditions 2 & 4 on 17/03000/FUL to allow for changes to materials and positions of windows on elevations

- 18/10159/FUL – Oaklands House, Wood Lane, Braydon
Erection of replacement dwelling, new garage with ancillary accommodation above, new stable building and widening access (minor alterations pursuant to extant planning permission 16/12421/FUL)

7. **Lydiard Millicent Neighbourhood Plan – Pre-submission Consultation and Publicity** Appendix C

Members are asked to consider the attached Neighbourhood Development Plan for the parish. A group, consisting of councillors and residents, have consulted throughout the parish to produce this Neighbourhood Plan which will, eventually, be a legal document appended to Wiltshire Council planning policies. The document sets out the vision for Lydiard Millicent Parish until 2036, detailing what development would be acceptable and how ideally it is managed.

During the process of compiling this plan there are a number of formal stages to be completed prior to adoption by Wiltshire Council. One of those formal stages has now been reached; the Neighbourhood Plan Steering Group will present their plan for adoption by the Parish Council, so they can continue with Regulation 14, which is a six week pre-submission consultation and publicity for the plan.

As the qualifying body, members will be asked to consider this information and approve adoption of this report.

8. **Finance** Appendix D

The Council is asked to note payments since the last meeting.

Accounts have previously been scrutinised and signed by two members. The Council is asked to note all payments at this meeting and are invited to make an appointment with the RFO to look at the Council accounts in more detail.

9. **Annual Estimates of Income and Expenditure** Appendix E

Councillors are advised that the effect of section 106 of the Local Government Finance Act 1992 is that if, when considering budgetary items, any Councillor is in arrears for more than two months with his/her Council Tax, he/she must declare that section 106 of the Local Government Finance Act 1992 applies and neither speak nor vote on the matter before Council. Failure to observe this renders the Councillor liable for prosecution by the Director of Public Prosecutions.

It is the responsibility of the Parish Council to levy a precept on Wiltshire Council to cover its costs for the following financial year; this levy can only be demanded once in any year. Wiltshire Council is the charging authority and will collect this on behalf of the Parish Council. Details for the 2019/20 financial year must be with Wiltshire Council no later than 25th January 2019.

In order for a precept to be levied the Council must first set a budget; details of the draft budget is attached. The Council will be asked to consider its budgetary requirements for 2019-20 and then decide on the precept it wishes to levy. It should also be noted that there will not be a cap on increases to Parish Council taxes for the next two years; the Government will review the situation again hopefully before 2021-22 budgets are prepared.

The Council is asked to consider the proposed draft budget report and to state the amount of tax to be collected on its behalf by Wiltshire Council.

10. **Establishment Levels**

At the last meeting the Council directed the Finance Working Group to consider the report on establishment levels, bringing back to the Council a recommendation to implement actions one to three within the report, (additional staff) or to recommend action four, arrange for an independent review. The report from last month is attached again for information.

The Council's instructions are sought.

11. **Councillors Observations and Date of Next Meeting**

Councillors will be invited to share comments they have received from residents which may be of interest to Lydiard Millicent Parish Council. This item is for discussion only, any follow up will be for individual Councillors to undertake.

The next ordinary meeting of Lydiard Millicent Parish Council will take place on Thursday 24th January 2018 in the Jubilee Club House, Meadow Springs, Lydiard Millicent, commencing at 7.30pm.