

MINUTES of the Lydiard Millicent Parish Council meeting held on Thursday 6th April 2017 in Lydiard Millicent Parish Hall, commencing at 7.30pm

PRESENT : Cllrs Dean Cobb, Roland Dodge, Andrew Harris (Chairman), Jonathan Hearn, Alan Pfleger, Mike Sharp. Mrs Deborah Bourne (Clerk).

Also Present : Nine members of the public.

Public Question Time

Questions were asked and statements made about the increase in Parish Council Tax (31%); the state of the Cemetery and other areas of the Parish; volume of traffic at Greenhill.

Statements were also made about item 6 on the Agenda (Transportation of children to and from school) which were taken into account later in the meeting.

Neighbourhood Watch: It was noted that possibly an attempted theft occurred at a stable. This was seen on Facebook, not reported officially. Now that warmer weather is here residents are reminded to be more security aware, make sure doors and windows are locked if leaving your property.

LMaP Neighbourhood Plan: The Plan is progressing well; the steering group will soon be inviting residents to comment on the draft plan prior to it being presented to the Parish Council for adoption.

Wiltshire Council Report: Cllr Mollie Groom was absent.

034/17 Apologies for Absence

Apologies were received from Cllrs Andre Kayani and Vernon Montgomery.

035/17 Declarations of Interest

There were no declarations of interest in items on this agenda.

036/17 Minutes

RESOLVED to adopt the minutes as a true record of the meeting; they were duly signed by the chairman.

037/17 Attendance at Meetings with Outside Bodies

Councillors attended meetings with Royal Wootton Bassett & Cricklade (RWB&C) Area Board and the Parish Hall. It was reported that the Parish Hall Committee are unsure about allowing access to the Community Field via their car park.

038/17 Planning Matters

a. Determinations

The Council noted the following planning decisions made by Wiltshire Council during the last month that affected the Parish of Lydiard Millicent.

- 16/12252/FUL – Cotswold Heights, Greenhill
Proposed front, side & rear extensions & new roof over to form large dwelling house.
Decision : This Application has been withdrawn
- 16/12266/VAR – Unit 3 Bagbury Park, Lydiard Green
Vary condition 2 of 15/03957/FUL to Allow for Changes to Elevations regarding Fenestration and Cladding
Decision : Approve with Conditions
- 16/12483/FUL – Brockhurst Farm, Greenhill,
Extension of existing garage to provide ancillary accommodation, new roof, and infill extension to main house
Decision : Approve with Conditions

b. Applications

There were no Planning Applications presented this month for consideration.

Cllr Roland Dodge was thanked for his contributions as chairman of the Planning Working Group; he will be stepping down as a Councillor at the next election.

039/17 Transportation of children to and from school

A resident had written to Wiltshire Council regarding the transportation of her children to school. At the present time this is by taxi; after Easter the children will be allocated seats on the school bus instead of the taxi.

Discussions included:

- No pavement children would need to wait on the verge at a very busy time.
- Not enough information to comment in this particular case.
- Guidelines / best practise for the stopping, picking up and setting down of passengers.
- Many parts of the Parish have the same problems. It has also been reported that this is a Country wide problem.
- Why was footpath not continued towards Lydiard Green?
- One area very narrow, pavement would be difficult to site safely.
- Road has become busier.
- Road Safety is responsibility of Wiltshire Council

Suggestions included:

- Could children be collected from their own property by bus on the way into Lydiard Millicent?
- Obtain up to date figures on traffic movements for comparisons.
- Refer this issue back to Wiltshire Council, asking for review of whole Parish.

RESOLVED that the Parish Council recognises they are not Road Safety experts, it is the responsibility of Wiltshire Council and so can not comment specifically; but they are concerned from a Common Sense viewpoint about the safety of all residents and especially children waiting for school transport. A letter to be sent

to Wiltshire Council requesting a safety review of how all children in the Parish are collected by school transport.

040/17 Finance

a. *Payments for March*

The Council ratified the following payments for March, which had previously been signed by two Councillors.

| Payee | Amount |
|---|------------------|
| Supreme Cleaners JCH – January | 168.00 |
| A Pflieger – reimbursement of purchases | 233.79 |
| Avon Fire Extinguishers | 94.66 |
| Salary Feb | 534.32 |
| Salary March | 534.32 |
| Reimbursement of Expenses Clerk | 228.88 |
| Westlea Landscaping (Sept extra work) | 114.00 |
| Reimbursement of Expenses resident | 24.90 |
| Westlea Landscaping (Churchyard) | 90.00 |
| Society of Local Council Clerks (Annual subs) | 93.00 |
| E-Mango new website | 518.40 |
| E-Mango Domain Name Registration | 210.00 |
| Supreme Cleaning - JCH - February | 165.56 |
| Westlea Landscaping March | 714.00 |
| Lydiard Millicent Parish Hall - February | 26.00 |
| Total | £3,749.83 |

Further RESOLVED that up to £50,000 be transferred into a Deposit Account; the exact amount to be recommended at the time by the RFO and countersigned by two Councillors.

b. *Standard Monthly Payments*

It was RESOLVED to authorise standard monthly payments that the Council is contractually obliged to pay during the 2017/18 financial year. Accounts will include those listed below and any other accounts that become contractually necessary throughout the year.

| | | |
|------------------------|-----------------------|--------|
| Parish Hall Hire | JCH Cleaning Contract | Salary |
| Grass Cutting Contract | Internet Connection | HMRC |
| Chargeable Waste | Annual Subscriptions | |

c. *Utility Payments*

Utility services (Gas, Electricity, water) have previously been paid by Direct Debit.

These service providers should be reviewed on a regular basis for the best deal available. A review is due to take place in the next few months.

RESOLVED that Utility payments can be made via Direct Debit, as this allows for cheaper tariffs to be obtained.

d. *Councillor Request*

Cllr Pflieger requested the Council consider the following motion:

If a councillor purchases any item they need to send a photo of the receipt so that a cheque can be made out before the meeting and the receipt handed in at the meeting, it then saves receipts being lost and also prompt reimbursement made.

Cllr Pflieger's concerns were noted. It was emphasized that any reimbursement can only be made on production of the receipt. Payment can be effected more quickly now that some items do not have to wait for a monthly meeting for authorisation.

041/17 **Cricket Square**

The chairman has requested that £5,000, taken from the Council's general reserves, be added to the £2,400 already allocated to renovating the cricket square. This is only until a grant can be received from the RWB&C Area Board; when the £5,000 will be placed back in the general reserves. Although the grant has not been agreed at this time, the chairman is 99% confident the grant will be given.

General discussion took place on how beneficial the Cricket Square would be to residents of Lydiard Millicent. Members noted that Purton Cricket Club had been unable to supply enough volunteers to keep the square in good order three years ago, and concerns were raised this would happen again.

RESOLVED to allocate £5,000 (Five Thousand Pounds) from the general reserves only after a firm commitment of intent is received from Purton Cricket Club, giving an undertaking they will provide expertise, volunteers and the loan of some machinery for the next two seasons (2017 and 2018). It is hoped after this time residents of Lydiard Millicent will volunteer to maintain the square to a satisfactory standard.

042/17 **Play Areas**

a. *Recreation Field*

RESOLVED that the broken fence be repaired as quickly as possible.

b. *The Mews/Meadow Springs*

The "No Ball Games" and age restriction sign for the play equipment had been removed during building works to a neighbouring property. Some residents have requested these signs be replaced as quickly as possible.

RESOLVED that the signs should be replaced; noting that the original posts have been reported as rotten, so new ones will need to be obtained.

043/17 **Communications**

The Council noted there will be updating sessions ready for the new term of office. It was also noted that a Facebook Page, erroneously suggesting it was connected to the Parish Council, has changed its title to a Community page. The Council wishes to thank the owner of this page for the change of title.

Members were reminded about the protocols for sending e-mails as Councillors. It must be remembered that Councillor E-mails are not usually private, there are of course exceptions which members will be made aware of at the time.

044/17 Working Group Reports

There have been no Working Group meetings held this month.

The Council noted an update on the Bridleway in Stone Lane. The Landowners have agreed to pay for the work and Wiltshire Council has stated what should be erected. Landowners will be put in touch with the Rights of Way Officer at Wiltshire Council; this is now a private matter and requires no further input from the Parish Council.

045/17 Correspondence Received

There was no correspondence for noting. Correspondence is circulated to Councillors on a regular basis, rather than at the time of a meeting.

046/17 Date of the Next Meeting

The next meeting of Lydiard Millicent Parish Council will be its Annual Meeting, and the first meeting of the new administration. This will take place on Thursday 11th May 2017, commencing at 7.30pm in Lydiard Millicent Parish Hall. Please note there will be no public question time at this meeting, due to the changes to a new Council. Public Question Time will be restored at the meeting in June.

047/17 Exclusion of the Press and Public

RESOLVED to exclude members of the press and public due to the confidential nature of the following item; members will be discussing an establishment matter.

048/17 Clerks Working Hours

RESOLVED to increase Clerks working hours to 14 per week, (61 hours per month). The Clerk will work these hours mostly at the Jubilee Club House, to enable contact with residents and Councillors. Between 2.00pm & 4.00pm on Tuesdays; and 10.00am & 12.00pm on Thursdays there will be someone at the Jubilee Club House to answer residents' questions. At other times the Clerk will be available if her car is present!

Clerk has suggested that the 14 hours per week should be mainly mornings, with her attendance at evening meetings on a voluntary basis in the short to medium term. This will allow the Council to assess the usefulness of these new working hours.

The meeting closed at 9.10pm.

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Cllr Andrew Harris
Chairman