

MINUTES of the Lydiard Millicent Parish Council meeting held Thursday, 4 February 2016 at Lydiard Millicent Parish Hall, commencing at 7.30pm.

PRESENT: Councillors: Roland Dodge, Andrew Harris (Chairman), Steve Mowbray, Tom Pepperall, Alan Pflieger (Vice Chairman), Mike Sharp.
Mrs Deborah Bourne (Clerk)

Also Present: 15 Members of the Public

Public Question Time

Members of the public raised questions or made comments as outlined below.

- Concern that the Councils website was not up to date
- Despite contacting Wiltshire Council through their “issues” system the pavement and gullies are not being kept free of debris. This is making it slippery and difficult to walk around the parish safely.
- Various comments on possible car park next to Parish Hall

The Chairman responded to questions and comments raised including:

- Requested Clerk write to Wiltshire Council for confirmation maintenance work will be carried out.
- Explanation of Councils current position on Car Park.

Neighbourhood Watch : Cllr Mike Sharp gave a verbal report. PC Steward Hulmes sent his apologies; he had been called to other duties.

The Chairman explained there would be a change in order of the Agenda (item 9 would be brought forward) as Cllr Pepperall had to leave early due to family reasons.

016/16 Apologies for Absence

Apologies for absence were received from Cllrs Dean Cobb, Mollie Groom and Alison McLean-Crawford.

017/16 Declarations of Interest

Cllr Andrew Harris declared an interest in item 9 Neighbourhood Planning. Cllr Alan Pflieger chaired this item.

018/16 NEW-V Neighbourhood Plan

An update on this project was noted. It was reported that Purton Parish Council no longer wished to be part of this project and that Lyneham & Bradenstoke are also considering withdrawing. It will now be necessary to redefine the area of the Plan.

RESOLVED to :

- i. Approve the draft Plan wide objectives and policies set out in Chapters 1 - 3 of the Draft North East Wiltshire Villages (NEW-V) Neighbourhood Plan, for the purposes of an informal six week consultation.
- ii. Approve the draft Lydiard Millicent chapter of the North East Wiltshire Villages (NEW-V) Neighbourhood Plan, for the purposes of an informal six week consultation.
- iii. Authorise minor changes to the draft chapters in the interests of clarity, accuracy and consistency before it is published.

Cllr Tom Pepperall left the meeting

019/16 **Minutes**

The minutes of the meeting held on Thursday, 7 January 2016 were adopted by the Council and signed by the Chairman as a true record of the meeting.

020/16 **Attendance at Meetings with Outside Bodies**

The Council noted verbal reports on attendance at :

- Wiltshire Council Area Board
- Lydiard Millicent Parish Hall Committee
- Wiltshire Council Budget Consultation

RESOLVED that a letter be sent to Wiltshire Council requesting more detail on their proposed budget cuts, and request Cllr Groom give a full report of how these cuts will affect the Parish at the next meeting.

021/16 **Casual Vacancy**

RESOLVED to send letters of thanks to Cllrs David Rees and Annamaria Beswick Edwards for their work whilst sitting as Parish Councillors.

a. *David Rees*

The Casual Vacancy which occurred as a result of the resignation of David Rees had been returned to the Parish Council for co-option as there was no request for an election to take place.

This vacancy has been advertised within the parish. No applications for co-option have been received by the closing date of 22 January 2016.

RESOLVED to re-advertise this vacancy

b. *Annamaria Beswick Edwards*

The Council noted the resignation of Annamaria Beswick Edwards from the Parish Council. The Elections Office has been informed of this casual vacancy and the Statutory Notices have been issued, local electors will have 14 days (until 18 February 2016) in which to request an election be held. If, after that date, no election is requested the vacancy will be returned to the Parish Council to be filled by co-option.

RESOLVED to make the following amendments to the Working Groups as a replacement for Annamaria:

- Finance and Admin Working Group – Cllr Mike Sharp as Chairman
- JCH and Recreation Working Group – Cllrs Dean Cobb and Mike Sharp
- Community Field Working Group – No replacement until new Councillors are co-opted.

c. *Poll Cards*

Due to Wiltshire Council needing to make financial savings it had been decided that Parishes must now pay for any elections caused by a casual vacancy; this came into effect in April 2015.

As part of the Election process Polling Cards are usually sent out to everyone on the Electoral Register informing them of the forthcoming Poll. This does promote more democratic engagement, but is an added cost to the Election process.

RESOLVED not to use Poll Cards in the event of a Casual Vacancy causing a By-Election within the parish of Lydiard Millicent.

022/16 **Planning Matters**

- a. The Council noted the following decision made by Wiltshire Council since the last meeting:

15/11947/FUL – 30 Stone Lane, Lydiard Millicent
Proposed Replacement of Existing Front Boundary Fence with New Masonry Wall.

Decision : Approve with Conditions

- b. RESOLVED to confirm the Planning Working Group comments on the following Planning Applications and send them to Wiltshire Council:

15/12575/REM – Lydiard Field Stud, The Street, Lydiard Millicent
Reserved Matters Application, 14/04465/OUT Construction of Key Workers Dwelling

This plan is showing a property much larger than a Key Workers Dwelling. The Council objects on the grounds that the application is too large and not in keeping with a Key Workers Dwelling.

15/12765/FUL – Hilldrop Farm, Greenhill
Proposed New Dwelling and New Vehicular Access

The Council is aware an outline Planning Permission already exists at this location (15/06985/OUT). The Council objects to this application as 2 houses on this site would be over development.

16/00310/FUL – 22 The Close, Lydiard Millicent
Proposed Front Extension

The Council has no objection to this application

15/12241/FUL – Bagbury Park, Lydiard Green
Erection of Extension to Existing Unit 2

The Council has no objections to this application

023/16 **Working Groups**

- a. *Jubilee Club House & Recreation Field:* Minutes from this meeting were noted.
b. *Finance & Administration:* No Meeting has been held
c. *Highways & Road Safety:* No Meetings have been held

024/16 **Finance**

The Council noted a balance of £61,478.61 as at 22 January 2016.

RESOLVED to authorise the following accounts for payment, cheques to be signed after the meeting.

Payee	Amount
Lydiard Millicent Parish Hall	25.75
Westlea Landscaping Ltd (January)	450.00
Lydiard Plumbing & Heating	72.00
Butchers Electrical Services	42.00
Clerks Salary (includes PAYE Refund)	889.87
Microshade 2 Quarters	238.50
Total	£1,718.12

025/16 Defibrillator

It was noted that the Council had not been successful in securing funding from the British Heart Foundation for a Defibrillator.

Cllr Steve Mowbray will obtain prices for the Council to consider purchasing a unit from its own reserves.

026/16 Annual Litter Pick

RESOLVED that the Annual Litter Pick will take place on Sunday 13th March 2016 at 10.00am. Arrangements will be made with Wiltshire Council to collect all bags of rubbish from the event.

027/16 Correspondence

The Council noted correspondence that had not previously been circulated.

028/16 Exclusion of the Press & Public

RESOLVED that members of the Press and Public be asked to leave the meeting to allow for discussion of staff matters as it is considered the publicity would be prejudicial by reason of the confidential nature of the business to be transacted.

029/16 Review of Clerk/RFO six months Probationary Period

Cllr Mike Sharp gave a verbal report. Recommendations were as follows:

- Confirm Clerk/RFO appointment
- Increase hours by 4 per month, making a total of 43 hours per month
- Increase salary from SCP 20 to SCP 24
- Changes to take effect from 1st March 2016.

RESOLVED to note and confirm the above recommendations.

Further RESOLVED that Cllr Sharp liaise with the Clerk to agree any necessary changes to contract in line with the above.

030/16 Date of Next Meeting

The next meeting of Lydiard Millicent Parish Council will take place on Thursday, 3rd March 2016 at Lydiard Millicent Parish Hall commencing at 7.30pm.

The Meeting Closed at 8.40pm

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Cllr Andrew Harris
Chairman

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