

## LYDIARD MILLICENT PARISH COUNCIL

### FULL COUNCIL MEETING

Minutes of the Meeting of Lydiard Millicent Parish Council held at the Lydiard Millicent Parish Hall, Church Place, Lydiard Millicent, Swindon SN5 3LS on Thursday 14<sup>th</sup> May 2015 commencing at 7:30pm.

**MEMBERS PRESENT:** Councillors John Bennett (Chair), Annamarie Beswick-Edwards, Dean Cobb, Roland Dodge, Steve Mowbray and David Rees.

**OFFICERS PRESENT:** Parish Clerk and Responsible Financial Officer.

**MEMBERS OF THE PUBLIC:** Nine members of the public were present.

#### 225 APOLOGIES

Apologies were received and accepted from Cllrs Alan Pflieger, Mollie Groom, Andrew Harris, Alison McLean-Crawford and Tom Pepperall.

#### 226 SAFETY BRIEFING

A safety briefing was given to those present at the meeting.

#### 227 DECLARATION OF INTEREST

There were no declarations of interest made.

#### 228 MINUTES

It was **RESOLVED** that, subject to the amendments agreed, the Minutes of the Full Council meeting held on Thursday 2<sup>nd</sup> April 2015 be agreed and signed as a correct record.

#### 229 MATTERS ARISING

The following matters arising from the minutes of the previous meeting held on Thursday 2<sup>nd</sup> April 2015 were **NOTED**.

- M212: Webb-Paton had now registered the Council's Rural Payment Agency application. Paperwork was awaited and once received would be forwarded to Webb Paton for completion.
- M221(a) – The Area Board had noted the application.
- M181a – Village Spring Clean Equipment – It was noted that only seven litter pickers had been retrieved. Council agreed to the purchase of 12 additional litter pickers, bag hoops and hi-viz vests. A sum of £70 was allocated from budget.
- Quotations would be sought for a road sign warning traffic and pedestrians that litter pickers were in the vicinity.
- Wiltshire Council had agreed to supply of bags and gloves.
- M194 Defibrillator – Four replies, all positive, had been received by the Chairman regarding the procurement and storage of a defibrillator. None of the responses had recommended a secure location if a defibrillator was secured. It was agreed to investigate the possibility of siting the defibrillator at the Sun Inn.

- M215 Resurfacing of the Beeches and Buryfield – It was noted that Mr Beavan, Wiltshire Council Highways had been requested to inspect the road surface of both The Beeches and Buryfield and put them on the list for resurfacing.
- M218(e) – The complaint regarding poor drainage from one of the Recreation Field ditches had been investigated. The Deeds to the Recreation Field were to be obtained from the Bank to determine ownership of the ditch before any remedial action was considered. Cllrs Beswick-Edwards and Pepperall had volunteered to oversee this matter and would report back in due course.

### **230 POLICE/NEIGHBOURHOOD WATCH REPORT**

There was nothing to report. The village had been fairly quiet over the last month.

### **231 WILTSHIRE COUNCIL REPORT**

Cllr Groom had submitted a report to Council which included the following items:

- The planning application in respect of March Farm had been turned down;
- Wiltshire Council's budget for 2015/16 was passed on 24<sup>th</sup> February 2015;
- The combined fire authority which was bringing together Wiltshire & Dorset Fire Services was progressing;
- The Viridor Steering Board would be meeting to consider grant applications.

### **232 PUBLIC RECESS**

Nine members of the public were present and raised the following matters:

- A second application had been submitted relating to 41 Chestnut Springs which would be considered under Planning. The application had been revised to address concerns and the bungalow design would be retained;
- A request to improve the bus stop at the bottom of the Beeches was submitted. One side was adequate for disabled users but the other side was not and did not meet DDA requirements. Council agreed to pursue this matter. The issue had been raised at CATG by Cllr Cobb;
- A request was submitted for the Council to consider additional usage of the Jubilee Clubhouse to help meet its running costs in the future. It was agreed to review this and would be passed on to the relevant Working Group to consider and report back on.

### **233 ITEMS OF LATE BUSINESS**

The following items of late business were considered:

- (a) Use of Playing Fields** – A request had been submitted by the Pre-School to use the playing Fields on occasions. Council agreed to grant this request and to ensure that the facilities within the Clubhouse were made available and that the gate was unlocked.
- (b) Planning** – It was agreed to consider additional planning applications received as the closing date for responses were prior to the date of the next council meeting.

- (c) **Area Board Meeting** – This would be held on 20<sup>th</sup> May 2015 when the grant to help fund the dog bag dispenser would be considered.
- (d) **Working Group Communications** – Following discussion the following **RESOLUTION** was agreed:

Prior to any communications relating to the responsibility of each Working Group the communication will be reviewed by the Chair of the Council, the Chair of the relevant Working Group (and in his absence by the Vice Chair) and the Clerk to the Council before it was sent out.

**234 PARISH HALL**

Council noted that the Parish Hall would be celebrating its 50<sup>th</sup> Anniversary on 13<sup>th</sup> June 2015 between 1pm and 5pm. Entertainment and an exhibition had been organised.

**235 PLAYGROUND INSPECTION REPORTS**

- (a) **Play Inspection Report** – It was agreed to review the rota and send out a revised rota prior to the next meeting on 4<sup>th</sup> June 2015 along with the relevant paperwork.

It was noted that the Recreation Working Group had met and a full report, which included the recommendations following receipt of the quotation received to improve the play areas to be funded by the S106 contribution, would be submitted to the next appropriate full Council meeting for consideration.

**236 PLANNING MATTERS**

- (a) **North East Wiltshire Villages (NEW-V) Neighbourhood Plan** – The Neighbourhood Plan continued to progress. No date for the next meeting had been set.
- (b) **Planning Applications** – The following planning applications have been received from Wiltshire Council for consideration.

**Application:** 15/03521/PNCOU  
**Site:** Greenhill Farm Nurseries, Royal Wootton Bassett SN4 8EH  
**Proposal:** Prior Notification Under Class Q - Change of use of Agricultural Building to Dwelling.  
**Comment:** Recommend refusal to this application as it constituted development in the countryside. Objections as previously submitted would also be reiterated.

**Application:** 15/03415/FUL  
**Site:** 21A Greenhill, Royal Wootton Bassett Wiltshire SN4 8EH  
**Proposal:** Extension and alteration to dwelling and replacement garage and associated works

**Comment:** No objection but Council requested that the ditch be reinstated to enable drainage from the road to be upgraded.

**Application:** 15/03957/FUL

**Site:** Unit 3, Bagbury Park, Lydiard Millicent SN5 3LW

**Proposal:** Two storey side extension to existing building.

**Comment:** No objection subject to the views of the neighbours.

**Application:** 15/04164/FUL

**Site:** 41 Chestnut Springs, Lydiard Millicent SN5 3NA

**Proposal:** Erection of porch to front & erection of rear single storey extensions.

**Comment:** No Objection

### ***Prior Notification***

**Application:** None allocated.

**Site:** Land at Lydiards green, Lydiard Millicent SN5 3LP

**Proposal:** Prior Notification Under Class MB – Change of use/conversion of agricultural buildings to 3 dwellings **Comment:**

Recommend refusal on the following grounds:

- The proposal was premature to the emergence of the Neighbourhood Plan which considers sites with development potential within the village;
- The proposal is against the policies of the core strategy regarding the development of agricultural buildings;
- The proposal is out of keeping with the neighbourhood;
- There are concerns regarding highways and public transport links.

### ***Appeals***

**Application:** 14/12084/FUL

**Site:** Land adjoining 12 Buryfields, Lydiard Millicent SN5 3NF

**Proposal:** Erection of detached dwelling (revised proposal)

**Comment:** Reiterate previous objections and add the following comments:

- The proposal constitutes over-development of the site;
- The proposal is not reflective of the original application.

### **(c) GRANTS & REFUSALS – The following grants received were.**

**Application:** 15/01673/FUL

**Site:** Beechcroft Common Platt Purton Swindon Wiltshire SN5 5LB

**Proposal:** Rear First Floor Bedroom Extension.

**Decision:** Approve with Conditions

**Application:** 15/01685/TPO

**Site:** Manor House Church Place Lydiard Millicent Wiltshire SN5 3LS

**Proposal:** 20% Crown Reduction and Shape to 3 Lime Trees and Fell 1 Copper Beech.

**Decision:** Approve with Conditions

**Application:** 14/05506/FUL  
**Site:** 2 Blackfords Industrial Estate Greenhill Royal Wootton Bassett  
Swindon Wiltshire SN4 8EH  
**Proposal:** Change of Use to Part of Yard to Bus/Coach Yard  
(Retrospective)  
**Decision:** Approve with Conditions

**Application:** 15/02053/FUL  
**Site:** 14 Greenhill Royal Wootton Bassett Wiltshire SN4 8EH  
**Proposal:** Erection of Detached Garage  
**Decision:** Approve with Conditions

## 237 HIGHWAY MATTERS

- (a) **Lydiard Green Footpath** – It was noted that advice had been received that the drainage problems, which were the responsibility of Wiltshire Council, would be addressed to enable the long awaited footpath work to commence. This matter was currently being pursued.
- (b) **Butts Bus Stop Traffic Regulation Order** – Cllr Cobb confirmed that an Area Board issue had been raised and the Area Board Manager had been advised that the Parish Council approved the project at its meeting on 5<sup>th</sup> March 2015 and allocated a sum of £250 towards the project. However, an issue number had not yet been allocated.
- (c) **Rectory Cottage Bollard** – Cllr Cobb confirmed that an Area Board issue had been raised and the Area Board Manager had been advised that the Parish Council approved the project at its meeting on 5<sup>th</sup> March 2015 and allocated a sum of £50 towards the project. However, an issue number had not yet been allocated.

It was further noted that under s109 of the Highway Act the Parish Council was given permitted rights to install items such as bollards on the highways and it was agreed that this option be pursued further.

- (d) **Disabled Access Bus Stop at the Beeches** – Cllr Cobb advised Council that this matter had been raised but no issue sheet had been raised. The matter would be pursued,
- (e) **Area Board Community Area Transport Group Meeting** – Council noted that the next CATG meeting would be held on Tuesday 19<sup>th</sup> May 2015 at 18:30 at Royal Wootton Bassett Fire Station.
- (f) **Community Speedwatch Update** – It was noted that vehicles were beginning to speed up through the village now the lighter evenings had begun.
- (g) **Lorry Watch Update** – It was reiterated that all Lorries identified breaking the highway code should be reported even if they were not registered in Great Britain.

**238 CEMETERY & PUBLIC SPACES**

- (a) **Community Field Car Park** – Council noted that following the appointment of JVT Consulting Engineers Ltd as Design Engineers for the new car park, a revised fees proposal had been received. The amount had increased from the initial £3,000 to £4,150. Following consideration Council **RESOLVED** to accept the revised fee proposal

The Parish Council expressed its gratitude for the donation received from the recent Village Show towards the cost of the car park.

**239 FINANCIAL MATTERS**

- (a) **Monthly Expenditures** – Council **RESOLVED** to ratify the following expenditure:

PAYEE	ITEM	NET	VAT	TOTAL
R Leckie	Salary, plus 11 hours work on audit, to include printing costs.	£138.15	£0.00	£138.15
P Russell	Salary	£293.90	£0.00	£293.90
HMRC online payment	PAYE Tax	£73.40	£0.00	£73.40
P Russell	Expenses	£39.02	£0.00	£39.02
LMP Hall	Hire of Hall Feb 15	£26.00	£0.00	£26.00
Westlea Landscaping Ltd	Grounds Contract	£375.00	£75.00	£450.00
C Richens	April 15 Cleaning	£84.00	£0.00	£84.00
BT Payphones	Annual Fee	£300.00	£60.00	£360.00
Mrs Mundy	White Lining	£100.00	£0.00	£100.00
Auditing Solutions Ltd	Internal Audit Fee	£350.00	£70.00	£420.00
WALC	Annual Subs	£477.42	£95.48	£572.90
Microshade VSM	Citrix Hosting	£90.00	£18.00	£108.00
	<b>TOTAL</b>	<b>£2,346.89</b>	<b>£318.48</b>	<b>£2,665.37</b>

It was agreed to establish the payphone usage with BT and review the continued funding of this item as part of next year's budget.

- (b) **End of Year Information** – Council noted the Balance Sheet for 2014/15 and the Income and Expenditure information. Council would consider the end of year accounts at its meeting to be held on 4<sup>th</sup> June 2015.

**240 OTHER MATTERS**

- (a) **Discussions with the Clerk** – It was noted that the Clerk had been available in the Jubilee Clubhouse from 3:00pm on Thursday 14<sup>th</sup> May 2015.
- (b) **Working Groups and Terms of Reference** – Council discussed the draft Terms of Reference for the proposed Working Groups . It was noted that formal adoption would take place at the Annual Parish Council Meeting on 28<sup>th</sup> May 2015.

Clarification would be sought regarding the legal process for electing and voting for chairs of committees and working groups.

**241 DATE OF NEXT MEETING**

The next ordinary Parish Council meeting will take place on Thursday 4<sup>th</sup> June 2015 at 7.30pm.

The Annual Parish Meeting and the Annual Parish Council meeting would take place on 28<sup>th</sup> May 2015. The Annual Parish meeting would commence at 7.00pm and the Annual Parish Council meeting will commence at 7.30pm.

There being no other business the Chair thanked members for their attendance and closed the meeting at 10.02pm.

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**CHAIR:**

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**DATE:**