

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 2nd April 2015 commencing at 7:30pm.

MEMBERS PRESENT: Councillors John Bennett (Chair), Alan Pflieger (Vice Chair), Annamarie Beswick-Edwards, Dean Cobb, Mollie Groom, Andrew Harris, Alison McLean-Crawford, Tom Pepperall and David Rees.

OFFICERS PRESENT: Clerk to the Council.

MEMBERS OF THE PUBLIC: 8 Members of the public present.

207 APOLOGIES

Apologies were received and accepted from Cllr Mowbray.

208 SAFETY BRIEFING

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

209 DECLARATION OF INTEREST

The following declaration of interest was made:

- Cllr Bennett: Minute 211: co-option of a new Councillor.

210 MINUTES

It was **RESOLVED** that the Minutes of the Full Council meeting held on Thursday 5th March 2015 be agreed and signed as a correct record.

211 CO-OPTION OF A NEW COUNCILLOR

Cllr Bennett declared a personal interest and did not take part in this item. Cllr Pflieger took the Chair.

Council formally considered the co-option of a new Councillor on to Lydiard Millicent Parish Council following confirmation from Wiltshire Council that an election had not been called. Two applications had been received from Mr Sharp and Mr Dodge.

A vote was taking, the result being four votes for each candidate. The Chair cast his casting vote. The final result was as follows:

- Mr Dodge: 5 votes
- Mr Sharp: 4 votes

Mr Dodge was duly co-opted as a Councillor on to Lydiard Millicent Parish Council.

212 MATTERS ARISING

The following matters arising from the meeting held on 5th March 2015 were **NOTED**:

- M157 - Lydiard Plain – Council was informed that the Clerk had met with Webb-Paton regarding the completion of the Council's Rural Payments Agency application. The charge to register and complete the RPA application would be £300 + VAT. Terms of engagement had been signed. Members noted that the new scheme was extremely complicated and failure to register would result in the grant being lost. The process would be reviewed in 2016.
- M181a – Village Spring Clean Equipment – Council noted that confirmation had been received regarding the whereabouts of the litter pickers. Cllr Harris volunteered to collect the equipment. A revised date of Sunday 7th June 2015 was suggested to carry out the spring clean.
- M194 Skills Audit – Members noted that the skills audit form would be distributed to Councillors via email for completion.
- M197 Holborn Footpath – Council noted that this had recently been checked and footing was confirmed as firm.
- M194 Defibrillator – Council was informed that there may be an opportunity to secure a free defibrillator and it was agreed investigate further. Cllr Pepperall indicated that the local Rotary Club may consider supporting the provision of a defibrillator. The matter would be considered at the next meeting in May 2015.

213 POLICE/NEIGHBOURHOOD WATCH REPORT

Council received the Neighbourhood Watch Report from Mr Sharp. Mr Sharp was in regular contact with PC Singfield and the police carried out regular patrols in the village.

The five caravans that were previously reported only stayed overnight and moved on the following day.

Two cars and a garage had been broken in to and a suspicious male had been spotted in the village and caught on CCTV.

Christian Aid week door to door collections would be taking place between 10th and 16th May 2015. All collectors had identification.

214 WILTSHIRE COUNCIL REPORT

Council noted the following Wiltshire Council Report presented by Cllr Groom:

- There was still an opportunity to comment on the Community infrastructure Levy policy;
- A meeting regarding proposed Gypsy and Traveller sites was being held on 14th May 2015;
- The County Fire Authority was merging with Dorset this year.

215 PUBLIC RECESS

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

- A request was made to the Parish Council to urge Wiltshire Council to resurface The Beeches which had not been resurfaced since the estate was first constructed over forty years ago. It was noted that Cllr Groom had already raised the matter with the Highways Authority. Council agreed to pursue the request via CATG;
- Parishioners were urged to support requests such as resurfacing The Beeches via the Wiltshire Council website. It was more likely to be considered if parishioners raised the issue. It was also suggested that the local MP be asked to support requests as well;
- Clarification was sought as to whether the Parish Council was going to give permission for football training to take place during the summer. Council confirmed that it would not be granting the football club permission for summer training;
- It was confirmed that the Church Chicane had been registered with CATG and the matter would be reviewed on a quarterly basis at this meeting.

216 ITEMS OF LATE BUSINESS

The following items of late business were considered:

- It was agreed to submit a request to the Village Hall Management Committee to erect signage when the Parish Council had a meeting at the venue to ensure that there was adequate car parking available for those attending the meeting;
- Members requested that all matters relating to the remit of each Working Group should be considered by the Working Group members prior to communications containing requests or instructions are sent out. This was agreed;
- It was suggested that Council organise a training session for all members. However this suggestion was not pursued.

217 PARISH HALL

Council noted that the Parish Hall would be celebrating its 50th anniversary this year. Further information would be made public in Lydiards Magazine.

218 PLAYGROUND INSPECTION REPORTS

- (a) **Play Inspection Report** – Council noted that the Playground Inspection Report for March 2015 had not been completed but the equipment had been inspected by the Play Inspection Company.
- (b) **Annual Play Inspection** – Council noted that the annual play inspection reports for the two play areas had been completed and received. A copy of the report had been distributed to all Members.

It was **RESOLVED** that the reports be considered by the Recreation Working Group and that the Play Inspection Company be instructed to carry out the inspection of the play areas in 2016 at a cost of £130.00 + VAT. The Clerk would draw up an action plan for the Working Group for consideration based on the findings of the reports.

It was **NOTED** that all the play equipment was considered low risk or very low risk.

- (c) **Play Ground Improvements** – Council **NOTED** the initial design received from Mant Leisure to update the play area behind the Jubilee Club House using S106 funding. Council **RESOLVED** to delegate consideration of the plans to the Recreation Working Group for further consideration and development. A full report with recommendations would be submitted to Council for consideration.
- (d) **Jubilee Club House Electrical Test** – Cllr Pepperall informed Council that he had received a quotation for £150 plus VAT to carry out an electrical inspection of the Clubhouse. It was **RESOLVED** that this quotation be accepted.
- (e) **Complaint Regarding Recreation Field ditches** – Council considered the complaint received regarding this matter and agreed to request a quotation from the new Grounds Contractor to clear the ditches in the Recreation Field to help alleviate the flooding issues.

219 PLANNING MATTERS

- (a) **North East Wiltshire Villages (NEW-V) Neighbourhood Plan** – Council noted that the Plan was still progressing and was being overseen by Wiltshire Council. A meeting was to be held in the next two weeks with the other six parishes involved.
- (b) **Planning Applications** – The following planning applications had been received from Wiltshire Council for consideration. Council **RESOLVED** to submit the following comments:

Application: 15/01980/FUL
Site: 41 Chestnut Springs Lydiard Millicent Wiltshire SN5 3NA
Proposal: Raise Existing Bungalow Roof Ridge & Re-Construction of Roof to Increase Space for Conversion to Habitable Accommodation. Erection of Single Story Rear Extension.
Comment: Council noted that this application had been withdrawn.

Application: 15/02053/FUL
Site: 14 Greenhill Royal Wootton Bassett Wiltshire SN4 8EH
Proposal: Erection of Detached Garage
Comment: No objection.

Application: 15/02432/FUL
Site: 24 The Street, Lydiard Millicent
Proposal: Side extension
Comment: No objection

Application: 15/02264/PNCOU
Site: Lydiard Green

Proposal: Prior Notification of Conversion of Use - 3 Agricultural Buildings to Dwellings.

Comment: Council noted that it would not normally be made aware of prior notification of a planning application. It was agreed to draw up comments raising strong objections regarding this initial proposal and distribute to all members for agreement prior to submission.

(c) **GRANTS & REFUSALS** – The following grants & refusals were **NOTED**:

Application: 14/12180/FUL

Site: 38 Chestnut Springs Lydiard Millicent Wiltshire SN5 3NA

Proposal: Demolition of Utility, Garage & W.C. Areas & Erection of Single Storey Extension

Decision: Approve with Conditions

220 HIGHWAY MATTERS

(a) **Lydiard Green Footpath** – Cllr Cobb provided Council with an update regarding progress. Funding was still ringfenced for the project by CATG and the issues regarding ownership were in the process of being resolved. The drainage issue had now been addressed.

(b) **Butts Bus Stop Traffic Regulation Order** – Cllr Cobb advised Council that an Area Board Issue number had not as yet been allocated for this Order.

It was suggested that consideration be given to installing low level wooden bollards to help dissuade cars from mounting the grassed area.

(c) **Rectory Cottage Bollard** – Cllr Cobb advised Council that an Area Board Issue number had not as yet been allocated for this matter.

(d) **Wheelchair Accessibility** – Council **NOTED** the correspondence from residents received regarding this matter. The site presented a number of challenges to enable the provision of a wheelchair accessible bus stop at The Beeches. However, the request would be submitted to the Area Board for consideration.

(e) **Community Speedwatch Update** – Cllr Pflieger informed Council that to date 1,800 motorist were recorded at over the 50% limit and had been visited by NPT uniformed officers. It was noted that a trial was currently being undertaken at Bradford-on-Avon regarding the practicality of reporting vehicles speeding during Speedwatch sessions directly to the Police to enable a more rapid response. Further details would be made available once the trial had been completed.

(f) **Lorry Watch Update** – Cllr Pflieger provided an update to Council regarding initiative. Three lorries had been identified and the owners contacted and informed of the various restrictions in place in the village.

221 CEMETERY & PUBLIC SPACES

- (a) **Dog Bag Dispenser** – Council noted that an application for a grant of £150 had been submitted to the Area Board. Council would be made informed of the decision in due course.
- (b) **Community Field Car Park** – Council considered the appointment of JVT Consulting Engineers Ltd as Design Engineers for the new car park. Three quotations had been received and two companies had been invited to attend a meeting to discuss the quotations submitted. The quotation received from the third company had been too expensive.

One company had been unavailable to attend a meeting. JVT Consulting Engineers Ltd had attended the meeting and discussed the project with the Project Working Group. Following the meeting the Project Working Group submitted its recommendation to Council that JVT Consulting Engineers Ltd be appointed at a cost of up to £3,000 to cover all fees. Council **RESOLVED** to accept that recommendation.

- (c) **Re-tendering of the Grounds Maintenance Contract** – Council noted that the Grounds Maintenance contract for the next three years from 1st April 2015 had been awarded to Westlea Landscaping Ltd, Royal Wootton Bassett at a fixed monthly cost of £375, a saving of £45 per month or £1,620 over the life of the contract.

Council **RESOLVED** to formally ratify the appointment of Westlea Landscaping Ltd. It was noted that there was a clause within the contract to enable either party to give notice.

- (d) **New Sign for Chestnut Springs** – Council noted that the Chestnut Springs sign had recently been erected.
- (e) **Flower Beds Opposite the Parish Hall** – Council noted that Mr & Mrs N Stuckey of the Lodge, Honeywood House, had volunteered to look after the beds along with Mrs Ambrose from Forge Fields. Mr & Mrs Cooper, who had previously supplied plants, advised that they hoped to still be able to procure plants at advantageous prices. Mr & Mrs Cooper were moving into the village and Council recorded its thanks to them for their continuing support

222 FINANCIAL MATTERS

- (a) **Monthly Expenditures** – The following expenditure was **RATIFIED** by Council:

PAYEE	ITEM	NET	VAT	TOTAL
R Leckie	Salary	£40.00	£0.00	£40.00
P Russell	Salary	£293.90	£0.00	£293.90
HMRC	PAYE Tax	£73.40	£0.00	£73.40
LMP Hall	Hire of Hall Feb 15	£25.50	£0.00	£25.00
Enlan Ltd	Grounds Contract	£420.00	£84.00	£504.00

C Richens	Mar 15 Cleaning	£105.00	£0.00	£105.00
Mrs Mundy	White Lining	£100.00	£0.00	£100.00
ICO	Data Protection	£35.00	£0.00	£35.00
Main Street Signs	Chestnut Springs Sign	£181.00	£39.20	£235.20
Play Inspection Co. Ltd	Play area inspections	£130.00	£26.00	£156.00
Mr Pepperall	Key Buryfield Bar	£10.00	£2.00	£12.00
WALC	Councillor Training fee	£35.00	£7.00	£42.00
	TOTAL	£1,534.80	£170.00	£1,704.80
Payment agreed (but not paid) Webb-Paton	RPA advice/support	£300.00	£60.00	£360.00

223 OTHER MATTERS

- (a) **Discussions with the Clerk** – It was noted that the Clerk had been available in the Jubilee Clubhouse from 3:00pm to 3.45pm on Thursday 2nd April 2015 but had attended a meeting at Webb-Paton at 4pm in Wootton Bassett.
- (b) **Working Groups and Terms of Reference** – Members were provided with draft Terms of Reference for the proposed Working Groups which would include both a Finance Group and a Planning Group. Election of chairs would be actioned at the Annual Parish Council meeting to be held on 28th May 2015.
- (c) **Election Costs** – Council noted the statement received from Wiltshire Council regarding election costs and **RESOLVED** that in future if an election was called Council would not request polling cards to be sent out.

224 DATE OF NEXT MEETING

Council **NOTED** that the next ordinary Parish Council meeting would take place on Thursday 14th May 2015 at 7.30pm due to the General Election being held on Thursday 7th May 2015.

It was further **NOTED** that the Annual Parish Meeting and the Annual Parish Council meeting would take place on 28th May 2015. The Annual Parish meeting would commence at 7.00pm and the Annual Parish Council meeting at 7.30pm.

There being no other business the Chair thanked members for their attendance and closed the meeting at 9.41pm.

CHAIR:

DATE: