

MINUTES of the Parish Council Meeting held on Thursday 13<sup>th</sup> June 2019;  
in the Lydiard Millicent Parish Hall, commencing at 7.30pm.

PRESENT: Cllrs Dean Cobb, Alan Pflieger (Chairman), Richard Selwood,  
Mike Sharp, Phil Shepherd. Mrs Deborah Bourne (Clerk).

Also Present: Four members of the Public.

### **Public Question Time**

Residents commented on parish issues, the chairman gave a response. In particular, he agreed that hedges are encroaching onto pavements and suggested that everyone should be reminded to keep vegetation under control. Verbal reports were given about Neighbourhood Watch and progress on the Lydiard Millicent Neighbourhood Plan. Cllr Groom sent in a written report, this did not contain anything relevant to the parish.

### **050/19 Apologies for Absence**

There were apologies for absence from Cllrs Andre Kayani and Vernon Montgomery.

### **051/19 Declarations of Interest**

There were no Declarations of Interest from Councillors regarding this agenda. Members were requested to check that entries in the Register of Interests held on their behalf by Wiltshire Council were up to date. Any inaccuracies are to be reported to the Clerk who will arrange for changes to be made.

### **052/19 Minutes of the Previous Meeting**

The Minutes of the Meeting held on Thursday 2<sup>nd</sup> May 2019 were adopted by the Council and signed by the Chairman as a true record of the meeting.

### **053/19 Chairman's Announcements**

The Chairman expressed sadness at the closing of The Sun Inn. It is hoped the brewery will be appointing new tenants very shortly. Councillors expressed their disappointment, as Howard worked hard within the community; they did wish him well though, in his next ventures.

### **054/19 Planning Matters**

a. The Council noted the following decisions made by Wiltshire Council since the last meeting.

- 19/02600/FUL – Lydiard Stud, The Street, Lydiard Millicent  
Change of use of land and buildings to mixed equestrian and doggy day care and stationing of temporary structure for use in connection with Doggy Day Care Enterprise (retrospective).  
*Decision : Approve with conditions*

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Chairman's Initials

- b. *Parish Applications:* It was noted that there were no Planning Applications that needed consideration this month.
- c. *Applications Out of Parish:* An application within the parish of Purton has been brought to members' attention.
  - 19/03731/OUT – Land at Restrop Road, Purton. Outline Planning Permission for up to 85 dwellings with associated landscaping, pedestrian accesses, and vehicular access off Restrop Road.

The Chairman has already written to Purton Parish Council, offering support to their objections. This development could be detrimental to this parish due to the extra traffic and so it was appropriate to send comments to the Planning Authority.

RESOLVED that: Although the application is within the parish of Purton, this proposed development could have a direct impact on the parish of Lydiard Millicent. Therefore, Lydiard Millicent Parish Council wishes to object to this application for the following reasons:

- With the potential of an additional 170 vehicles, the road infrastructure in this area would be impacted greatly, especially the very small local roads between Purton and Lydiard Millicent.
- The application anticipates a direction of travel towards Swindon for these new occupiers, the most direct route being through the centre of Lydiard Millicent. This is unacceptable, especially after the greatly increased volume of traffic from the Ridgeway Farm development; traffic issues at this site have yet to be fully resolved.
- It is understood the development is outside of the Purton Neighbourhood Plan; as this Parish Council was (and is) in full support of the Purton Neighbourhood Plan LMPC objects to this proposal due to being outside the scope of the Neighbourhood Plan.

055/19 **Finance Matters**

- a. The Council noted that it had not been possible for two members to attend the office to sign cheques for payment. This will be carried out after the meeting.
- b. *Change of Banking Institution:* RESOLVED that the bank account currently held with Lloyds Bank be kept active for the next 12 months. This will ensure all transactions can be monitored carefully.
- c. *General Risk Assessment:* It is required, as part of the Auditing process, that Councils assess their levels of risk. Members considered the schedule that had been prepared by the RFO.

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RESOLVED to adopt the General Risk Assessment as presented, noting that some risks need attention during the year.

056/19 **Annual Governance Statements for year ending April 2019**

The Accounts and Audit Regulations 2015 require smaller authorities to conduct a review of the effectiveness of their system of internal control each financial year, and prepare an annual governance statement in accordance with proper practices in relation to its accounts.

The purpose of the annual governance statement is for an authority to report publicly on its arrangements for ensuring that its business is conducted in accordance with the law, regulations and proper practices and that public money is safeguarded and properly accounted for.

RESOLVED to answer YES to all statements contained within section one of the Annual Return (AGAR), 2018/19. This section was duly signed by the Chairman of the Council and Clerk.

057/19 **Annual Accounts Management**

PKF Littlejohn have been appointed as External Auditors to carry out Limited Assurance Audits of Parish and Town Councils throughout the Country. The Accounts and Audit Regulations 2015 require the Annual Return (now called AGAR) to be approved at a Full Council meeting before 30th June. The annual accounts have now been completed, and are being examined by the Internal Auditor.

- a. *Accounting Statements:* Section two of the AGAR details the flow of money into and out of the Councils accounts.

RESOLVED to approve the figures as signed off by the RFO in section two of the AGAR. The Chairman was instructed to sign this document.

- b. *Publication of unaudited Accounts:* It was noted that under the Local Audit and Accountability Act 2014 s 26 & 27 a period of 30 consecutive working days, to include the first 10 working days of July, must be made available for any interested person to inspect the Accounts. Commencement dates for Lydiard Millicent parish will be Friday 14 June 2019 to Thursday 25 July 2019 inclusive.

A notice to this effect will be on the Parish Noticeboard and Website.

- c. *General and Ear Marked Reserves:* The Council had previously discussed Ear Marked and General Reserves at meetings in September (min ref: 107/18) and October (min ref: 120/18). In line with those resolutions the General Reserve was set at £30,973.

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RESOLVED that suitable amounts be added to each ear marked reserve and the remainder (£33,000) be set aside for Parish Projects.

058/19 **Play Area Refurbishment**

A verbal report was received from the Open Spaces Working Group. Four quotations for work on the play area were detailed on the agenda; these were not “like for like” quotations.

RESOLVED that this project should be referred back to the Open Spaces Working Group for further investigation before any decision on type of equipment is made.

059/19 **Fencing around Play Area**

A verbal report was received from the Open Spaces Working Group. Two quotations had been sought; one replaced old fencing with new, the second repositioned the original fencing.

RESOLVED that this item be deferred and reviewed by the Working Group in conjunction with the Play Area Refurbishment.

060/19 **Casual Vacancies in the Office of Parish Councillor**

The most recent Notice of Right to Call an Election has now expired and returned to the Parish Council to appoint someone by co-option. This brings the number of co-options to fill Casual Vacancies to four. There has been one person requesting consideration to be co-opted, Mr James Stubbs.

RESOLVED that Mr James Stubbs be co-opted onto Lydiard Millicent Parish Council until May 2021, when ordinary elections will take place. Mr Stubbs will need to sign his acceptance of office declaration and complete his Register of Interests with the Proper Officer at some point before the next meeting.

061/19 **Working Groups**

Written Reports from Working Groups were noted.

062/19 **Date of Next Meeting**

The next meeting of Lydiard Millicent Parish Council will take place on Thursday 4<sup>th</sup> July 2019 commencing at 7.30pm in Lydiard Millicent Parish Hall.

The meeting closed at 8.40pm.

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Cllr Alan Pflieger  
Chairman

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