

# Lydiard Millicent Parish Council

## Notice of Meeting and Summons to Attend

To: **ALL MEMBERS OF LYDIARD MILLICENT PARISH COUNCIL:**  
Councillors Dean Cobb, Andrew Harris (Chairman), Jonathan Hearn, Sarah Hill  
Wheeler, Andre Kayani, Vern Montgomery, Sian Penning, Alan Pflieger (Vice  
Chairman), Mike Sharp.

**Notice is hereby given that the annual meeting of Lydiard Millicent Parish Council will be held on Thursday 11<sup>th</sup> May 2017 in the Parish Hall, Lydiard Millicent, commencing at 7.30pm.**

Please Note: Declarations of Acceptance of Office must be signed by everyone prior to the start of this meeting. Unless this form is signed you are unable to act as a Parish Councillor.

*Deborah Bourne*

DEBORAH BOURNE  
Parish Clerk

5 May 2017

*Due to this being the first sitting of the new administration Public Question Time will be held at the close of this meeting; it will return to its usual spot next month.*

### AGENDA

1. **Election of Chairman**

The Local Government Act 1972 s15(1) states that the first item of business shall be to elect a chairman from one of its number; this first item of business must be completed successfully prior to the Council making any decisions.

Nominations will be invited for the office of Chairman to Lydiard Millicent Parish Council for the ensuing civic year.

2. **Declaration of Acceptance of Office**

The newly elected chairman will be invited to sign his acceptance of office; this will be witnessed by the Proper Officer of the Council.

3. **Election of Vice Chairman**

The Local Government Act 1972 s 15(6) allows for one of its members to be elected as vice chairman, although this position is discretionary, with the Council itself deciding if this position is necessary.

Lydiard Millicent Parish Council has elected members to this office in previous years and so will be invited to nominate one of its number for the ensuing civic year.

4. **Declaration of Acceptance of Office**  
The newly elected vice chairman will be invited to sign his acceptance of office; this will be witnessed by the Proper Officer of the Council.
5. **Apologies for Absence**  
To note any apologies for absence received prior to the meeting.
6. **Declarations of Interest**  
To receive Declarations of Interest in accordance with the Code of Conduct adopted by this Council in July 2012.
7. **Report from Wiltshire Councillor:** An opportunity to put questions to and receive information from the local Unitary Councillor Mollie Groom.
8. **Casual Vacancies**  
The Council is asked to note that due to there being only nine candidates to fill the 11 seats on this Council at the recently held Parish elections it will be necessary to co-opt two people. A Notice advising the Electorate of this occurrence will be placed on Noticeboards in accordance with the Councils policy.
9. **Minutes**  
To confirm and sign as a true record Minutes of the Meeting held Thursday 6<sup>th</sup> April 2017.
10. **Appointments to Working Groups** Appendix A  
Lydiard Millicent Parish Council, in May 2015, structured five Working Groups for members to concentrate on specific areas and report back to the Full Council; these groups were amended to four in May 2016 being:
  - Finance & Administration;
  - Highways & Road Safety;
  - Open Spaces & Jubilee Club House; and
  - Planning.

These Working Groups have no executive powers and can only bring forward recommendations for discussion by Full Council. The Council is asked who it would like to appoint to these positions.
11. **Appointment of Council Representatives**  
The Council is asked to appoint members to represent Lydiard Millicent Parish Council on the following groups:
  - Royal Wootton Bassett & Cricklade Area Board;
  - Community Area Transport Group (CATG); and
  - Parish Hall.

12. **Planning Matters:**

- a. The Council is asked to note the following decisions made by Wiltshire Council since the last meeting:

16/11952/FUL – Land Adjacent 2 The Butts, Lydiard Millicent  
Demolition of detached garage and erection of single two storey dwelling & garage access & parking

*Decision : Approve with Conditions*

17/01193/CLP – 30 Chestnut Springs, Lydiard Millicent  
Certificate of Lawfulness for Proposed loft conversion with dormer extension

*Decision : Approve*

17/04021/DDD – Honeywood Lodge, Church Place, Lydiard Millicent  
Fell 2 Dangerous Lime Trees

*Decision : DD Decision Letter*

- b. The Council is asked to consider making comments on the following Planning Applications from Wiltshire Council:

17/03000/FUL – 87 Chestnut Springs, Lydiard Millicent  
Extension to front, side and loft conversion

13. **Finance**

Appendix B.

The Council is asked to ratify the payments contained in the Finance Report for April. Two Councillors have previously scrutinised and signed cheques for these accounts.

14. **Meeting Schedule for 2017-2018**

Full Council meetings are held on the first Thursday of each month, these being 1<sup>st</sup> June 2017; 6<sup>th</sup> July 2017; 3<sup>rd</sup> August 2017; 7<sup>th</sup> September 2017; 5<sup>th</sup> October 2017; 2<sup>nd</sup> November 2017; 7<sup>th</sup> December 2017; 4<sup>th</sup> January **2018**; 1<sup>st</sup> February 2018; 1<sup>st</sup> March 2018; 5<sup>th</sup> April 2018. The next Annual Council meeting will be held on 3<sup>rd</sup> May 2018.

A Parish Meeting must also be held annually between 1<sup>st</sup> March and 1<sup>st</sup> June for all electors of the parish to discuss parish business. (LGA 1972 sch 12 s 14). A meeting has already been arranged for 25<sup>th</sup> May 2017, to which everyone is invited; local groups will be invited to promote their work.

The Council is asked to note dates for Council meetings for the next civic year and to consider a date for the 2018 Annual Parish Meeting; suggested dates are : Thursday 22<sup>nd</sup> March 2018; 26<sup>th</sup> April 2018; 10<sup>th</sup>, 17<sup>th</sup>, 24<sup>th</sup> or 31<sup>st</sup> May 2018.

15. **Date of Next Meeting**

The next meeting of Lydiard Millicent Parish Council will take place on Thursday, 1<sup>st</sup> June 2017 (subject to approval of item 16) at Lydiard Millicent Parish Hall commencing at 7.30pm

**Public Question Time:** Members of the public are invited to make representations to Lydiard Millicent Parish Council on any matters relating to the work of the Council (Public Bodies [admission to meetings] Act 1960), before the meeting commences (limited to 10 minutes). Every effort will be made to give accurate answers to all questions, but in some cases further research may be necessary when an answer will be given by the Chairman or Clerk as soon as possible.

Neighbourhood Watch Representative and Community Speed Watch Co-ordinator will be invited to address the Council at this time.