

# 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), Sarah Hill-Wheeler,  
Andre Kayani, Vernon Montgomery, Sian Penning, Alan Pflieger,  
Richard Selwood, Mike Sharp.

**In accordance with schedule 12, para 10(2) of the Local Government Act 1972  
Notice is hereby given that a meeting of Lydiard Millicent Parish Council will be  
held on Thursday 2<sup>nd</sup> November 2017 in the Parish Hall, Lydiard Millicent,  
commencing at 7.30pm.**

*Deborah Bourne*

DEBORAH BOURNE  
Parish Clerk

27 October 2017

**Public Question Time:** Members of the public are invited to make representations to Lydiard Millicent Parish Council on any matters relating to this Agenda (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 Planning Steering Group, Neighbourhood Watch and Community Speed Watch Co-Ordinators will be invited to address the Council at this time.

**Report from Wiltshire Council:** An opportunity to receive information from, or put questions to, the local Unitary Councillor Mollie Groom.

## AGENDA

1. **Apologies for Absence:** The Council is asked to note any apologies and to accept reasons they consider to be appropriate.
2. **Declarations of Interest:** To receive Declarations of Interest in accordance with the Code of Conduct adopted by this Council in July 2012. Members are reminded that it is their personal responsibility to keep entries in the Register of Interests up to date; please contact the clerk, if in need of updating.
3. **Minutes:** To confirm, adopt and sign as a true record, Minutes of the Meeting held on Thursday 5<sup>th</sup> October 2017, and the Extra-Ordinary Meeting held on Monday 23<sup>rd</sup> October 2017.
4. **Chairman's Announcements**  
The Chairman will give a brief update on issues from the last month that does not require Lydiard Millicent Parish Council to make a formal decision.
5. **Casual Vacancy** *(Cllrs only)* Appendix A  
At the Local Elections held in May this year there were nine candidates to fill 11 seats. Consequently the nine candidates were all elected unopposed, and two

seats were declared vacant. The Returning Officer authorised these seats to be filled by Co-Option.

Since May this year one person has been co-opted onto the Council, and sadly, one Councillor has resigned so there are still two vacancies which need to be filled by co-option.

An application has been received by the Clerk from Mr Phil Shepherd to be considered for co-option. Application Form attached for members information. Mr Shepherd will be present at the meeting if Councillors require further clarification.

The Council is asked to consider Mr Shepherd for Co-Option, and if successful invite him to sign a “Declaration of Acceptance of Office” which must be completed prior to taking his seat in the Council Chamber.

6. **Planning Matters**

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

- 17/08091/FUL – 22 Stone Lane, Lydiard Millicent  
Remove rear conservatory and construct a large extension  
*Decision* : Approve with Conditions

- 17/08070/FUL – The Glen, Wood Lane, Braydon  
Replace existing timber shed with detached garage  
*Decision* : Approve with Conditions

b) The Council is asked to confirm the Planning Working Group comments on the following Planning Applications from Wiltshire Council.

- 17/09743/FUL – Chelwood, Holborn, Lydiard Millicent  
Two storey Side Extension with a Single Storey Rear Extension
- 17/09377/FUL – 37 Stone Lane, Lydiard Millicent  
Erection of Swimming Pool extension

Working Group recommendations for both the above applications is that there should be No Objections sent to Wiltshire Council.

7. **Finance**

Appendix B

a) *Report:*

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

8. **Jubilee Club House Security**

The Jubilee Club House was built approximately 17 years ago; at that time ordinary PVC doors and windows were fitted. Best Practice for the type of lock used on these doors is for replacement at least every 15 years.

It has been noted recently that the locking mechanisms are becoming temperamental; and additionally an audit has been carried out for who has access to the building and there appears to be several sets of keys the Council can not account for. In all probability these keys have innocently not been returned by previous users, but it may also raise a security risk.

New, updated, barrels for the two outside doors have been sourced, at a cost of approximately £200 including keys. Some of that amount can be recouped by operating a deposit scheme for issuing keys to those who need them.

The Council is asked to consider this security request and authorise the purchase and fitting of new locks to the outside doors on the Jubilee Club House.

9. **Speed Indicator Devices (SIDs)**

Update from Cllr Vernon Montgomery on purchasing of a Speed Indicator Device.

Cost of Equipment could be up to £3,500 each unit, siting of equipment must be carried out by a Highways accredited operative. Accreditation courses are available from Wiltshire Council.

The Council is asked to consider the update and confirm a budget for this project. Consideration should also be given to where these SIDs should be located.

10. **Working Groups (WG) and Reps for Outside Bodies**

Members are reminded that Working Groups can only recommend to the Council, under the Councils current Standing Orders decisions must be made by the Full Council. For a legally binding decision to be made Councillors, and members of the public, must be aware of the decision about to be taken, ie details must be included on an agenda, and notified at least three days prior to a meeting.

There were no Working Group meetings held this month.

11. **Clerks Report**

The Clerk will give an update on projects or work carried out between meetings, to include update on horses straying into Recreation Field.

12. **Comments / Observations from Social Media sites**

Members requested that an item be added to the Agenda to acknowledge comments made on Social Media sites or via e-mail. This item is for information sharing only; if individual Members wish an issue be considered further they should make contact with the resident for further discussion in the first instance.

13. **Date of Next Meeting**

The next ordinary meeting of Lydiard Millicent Parish Council will take place on Thursday 7<sup>th</sup> December 2017 at Lydiard Millicent Parish Hall, commencing at 7.30pm.