

Lydiard Millicent Parish Council

Notice of Meeting and Summons to Attend

To: **ALL MEMBERS OF LYDIARD MILLICENT PARISH COUNCIL:**

Councillors : Dean Cobb, Andre Kayani, Vernon Montgomery,
Alan Pflieger (Chairman), Richard Selwood, Mike Sharp,
Phil Shepherd, Sarah Hill Wheeler.

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 14th March 2019 in the Jubilee Club House Community Room, Meadow Springs, Lydiard Millicent, commencing at 7.30pm. All Councillors named above are summoned to attend.

Deborah Bourne

DEBORAH BOURNE
Parish Clerk

8 March 2019

Public Question Time: Members of the public are invited to make representations to Lydiard Millicent Parish Council on matters relating to items on 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 Watch Representative, Community Speed Watch Co-ordinator and Neighbourhood Plan Steering Group Representative will be invited to address the Council at this time.

Report from Wiltshire Councillor: An opportunity to put questions to and receive information from 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 make sure the Register of Interests contains up to date information. If changes are needed please contact the Clerk, who can arrange for the changes to be carried out.
3. **Minutes:** To confirm and sign as a true record Minutes of the Meeting held Thursday 24th January 2019.
4. **Chairman's Announcements:** General updates and information not requiring a formal decision from the Council will be relayed at this point.

5. **Planning Matters:**

Appendix A

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

- 19/00535/TCA – Honeywood Lodge, Church Place, Lydiard Millicent
Fell 1 dead Yew and 1 dead Field Maple (T1&2), reduce 1 Yew by 25% over footpath (T3), crown raise 1 Norway Maple, 4 Sycamores to 6 metres above ground level (T4&5), pollard 3 Limes to 6 metres (T6), Fell 5 small sycamore (T7), 25% crown reduction to Ash (T8), remove overhanging limb from Ash (T9)

Decision : No Objections

- 18/10159/FUL – Oaklands House, Wood Lane, Braydon
Erection of replacement dwelling, new garage with ancillary accommodation above, new stable building and widening access (minor alterations pursuant to extant planning permission 16/12421/FUL)

Decision : Approve with Conditions

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

- i. 19/01836/FUL – Brockhurst Farm, Greenhill, Royal Wootton Bassett
Proposed erection of replacement dwelling.
- ii. 19/01926/106 – Lydiard Field Stud, The Street, Lydiard Millicent
Modification of Section 106 Agreement associated with 14/04465/OUT.
- iii. 19/01118/VAR – Lydiard Field Stud, The Street, Lydiard Millicent
Construction of Equestrian American Barn, Ménage, horse walker and New Access – condition 11 – To include for the use of the site as a Doggy Day Care Facility.

c. *Location of Electricity Transformer:* The wayleave officer for SSE contacted the Council by telephone requesting an opinion on the relocation of a transformer. At present the transformer is situated on a pole within the Ridgeway Farm development, the developers have requested SSE re-site the pole on the opposite side of the highway.

From initial discussions it was difficult to identify the exact locations; a site meeting was arranged between SSE, Purton Parish Council and Lydiard Millicent Parish Council. Cllrs Sarah Hill Wheeler and Mike

Sharp attended on behalf of Lydiard Millicent Parish Council. On site it was clear the suggested location could not accommodate the size needed, several alternatives were considered. A plan of the site is attached for Councillors information only.

The Council is asked to confirm the views of Cllrs Sarah Hill Wheeler and Mike Sharp and direct that a response be sent to SSE detailing the Councils concerns.

- d. *Working Group Membership:* The Councils Standing Orders state that membership of Working Groups will be at least four. The current membership is three (Cllrs Sarah Hill Wheeler, Andre Kayani, Alan Pflieger), therefore at least one Councillor is needed to join this Working Group.

The Council is asked to nominate one of its number to join this group.

6. **Finance** Appendix B

- a. *Payments:* The Council is asked to ratify payments made within the last month. All payments have been scrutinised by two members who signed accompanying cheques.
- b. *Replacement Equipment:* The Council is asked to authorise the purchase of a Microwave Oven, costing £44.99, for use in the Jubilee Club House kitchen. This will be to replace the faulty cooker which is unable to be repaired.

7. **Project Procedure Documentation** Appendix C

The Council is asked to consider adoption of the enclosed procedure document. By adoption and use of this document it is hoped the Council will present a more professional image and be more efficient when undertaking projects.

Councillors are asked to read this document prior to the meeting so that discussion can progress in a positive way; ending with a meaningful resolution.

8. **Staff Establishment** Appendix D

At a meeting of the Council in November 2018 members were asked to consider a report prepared by the Clerk detailing the staff establishment of the Council. After careful consideration the report was given to the Finance Working Group with instructions to report their recommendations to a future meeting.

The Working Group report on their further investigations is attached for the Councils consideration.

The Councils instructions are sought.

9. **Lydiard Millicent Parish Neighbourhood Plan** Appendix E

The Lydiard Millicent Neighbourhood Plan Steering Group wish to present their plan to the Council in order that it can be adopted and passed to

Wiltshire Council to initiate the next steps in its journey to becoming part of Wiltshire Councils Planning Policy.

The Neighbourhood Planning (General) Regulations 2012 Regulation 14 consultations have recently been completed, and comments noted by the Steering Group. As a result of the comments small alterations have been made and the document is now ready for Wiltshire Council, as Planning Authority, to undertake the final stages before referendum and hopefully addition to the planning policy for Wiltshire.

The Council is asked, as the qualifying body, to submit this plan to Wiltshire Council in accordance with regulation 15 of the same regulations cited above.

10. **Annual Litter Pick**

Members are reminded that the Annual Litter Pick is due to take place on Saturday 16th March during the morning. Litter picking equipment can be collected from Cllr Pflieger at The Sun Inn car park, and refreshments are available at the Jubilee Club House. This is a major annual activity for the Parish Council. Councillors will be asked to confirm their attendance and participation at the event.

Volunteer details will need to be collected for insurance purposes; each volunteer should be advised on how to manage their personal safety whilst taking part in the event, and who to contact if there is an emergency during the event. A map of the areas cleaned will also be kept. Help will be required at the Jubilee Club House to serve refreshments for all volunteers.

The Council is asked to give details for the tasks highlighted above and any other tasks the Council feels is appropriate.

11. **Working Groups**

Appendix F

The Council is asked to note these written reports from Working Group meetings held recently.

12. **Replacement Street Signs**

Appendix G

Residents in The Elms area of the parish have contacted the Parish Council requesting their street signs be replaced.

A proposal is presented by the Highways Working Group for the Councils consideration.

13. **Date of Next Meetings**

The next meeting of Lydiard Millicent Parish Council will be on Thursday, 4th April 2019, commencing at 7.30pm in Lydiard Millicent Parish Hall.

The Clerk had suggested the September meeting be held one week later, on 12th September; this was due to a possibility the Clerk would not be available on the Councils usual meeting date. It is now possible for the Clerk to attend on the usual date, Thursday 5th September 2019.