

LYDIARD MILLICENT PARISH COUNCIL MEETING
9 November 2023
held in the All Saints Church, Lydiard Millicent
at 19:00 hrs

Councillors Present:

Cllr S Westwood, Chairman Cllr C Hacker Cllr R Selwood
Cllr M Allsop, Vice Chairman Cllr M Sharp Cllr M Suleman

Others in Attendance: Five members of the public, Andrew Roberts (Parish Administrator), Wiltshire Councillor Bucknell and Wiltshire Councillor Nic Puntis, the Portfolio Holder for Flooding.

Meeting Clerk: Tina Jones

Public Question Time:

- A resident asked for an update regarding planning application PL/2022/00239 - Land East of Restrop Road. Wiltshire Councillor Bucknell advised there was no update available.
- A resident asked for an update regarding Bolingbroke – WC Councillor Bucknell confirmed Enforcement were aware of the issue.
- A resident advised that water was running down The Street from an overflowing drain (many leaves have fallen and are blocking drains and gullies), it appears the overflowing water is coming from the field behind the road. The resident asks if the Parish Council could approach the owner of the field and ask him to sort out the field drainage. Wiltshire Councillor Bucknell advised the resident to report via the MyWilts app, he added that all blocked drains and gullies can be reported by residents using the app.
- Wiltshire Councillor Nic Puntis (Portfolio Holder for Flooding) – He explained the importance of the Parish Council engaging with the Operational Flood Working Group (OFWG) for the area. Flooding is increasingly affecting more communities that have not been flooded before. The OFWG is a proactive group of parishes that come together, every other month, to highlight areas that have either flooded or are at risk of flooding. The Flood Working Groups are attended by all the Statutory Authorities, including Environment Agency, National Highways, Network Rail, Wessex and Thames Water and Wiltshire Council. Issues can be raised with the people that can do something. Engagement with the OFWG is part of a Partnership initiative aimed at engaging with communities to reduce the effects of heavy rainfall. Wiltshire Council can approach landowners to request them to clear overgrown and blocked ditches and watercourses where there is a risk of flooding. Parish Councils have in many cases been successfully able to provide valuable assistance in identifying and helping to resolve these issues, including working with Wiltshire Council and landowners to help reduce the risk of flooding in their communities. A Community Emergency Plan should include a Flood Plan, Wiltshire Council can help with the plan if required, he suggested the Parish Council send a representative to the next meeting OFWG which is on 23 November in Melksham 9.30-11.30am

MINUTES

23.98 Apologies for Absence

Apologies were received from Councillors Chalker, Coffey and Hill-Wheeler.

23.99 Declarations of Interest and Dispensation Requests

There were no declarations of interest and no requests for dispensations received.

23.100 Chairman's Announcements

- Due to commitments Martyn Purcell has resigned from the Council.
- The Council were hoping to co-opt David Rothwell, but unfortunately, he was unable to attend this meeting.
- David Jarvis Associates on behalf of Hills Homes will be holding an exhibition for proposed housing at Stone Lane on 21 November at the Jubilee Club House, 18:00 – 20.00hrs.
- Councillors were asked if they could attend the Remembrance Sunday service, Councillor Sharp to lay the wreath on behalf of the Council.

23.101 Minutes

Members considered the minutes of the Parish meeting held on 12 October 2023. The minutes of the meetings were ADOPTED as a true record and signed by the Chairman.

23.102 Report from Wiltshire Councillor Bucknell – Main Points

- He is aware of the recent flooding at Washpool, and has sent the video and information on to WC Planners, as it is the replacement of an existing building it is allowed in principle.
- Continuation of the Greenhill/Lydiard Green Footpath - following the September parish meeting, he had contacted the new Local Highways Footpath Improvement Group (LHFIG) Engineer. There is insufficient carriageway and verge to create a footpath, to make it any wider, compulsory purchase or negotiations to purchase land would be required. It is highly unlikely LHFIG would take this forward, as the project is too big for LHFIG to be involved in. An option would be a chicane, but this has been suggested before and it was turned down by the Parish Council (although some previous Councillors present had no recollection of this) and neighbours living in the proposed area. Other options can be discussed (white lines, reflective strips) - Councillor Bucknell to arrange a visit with resident, Councillor Suleman and the LHFIG Engineer, Martin Rose.

23.103 Clerk's Report

22.41 The Mews and Recreation Field

Solicitors involved in the process have been instructed to apply for title absolute (WT455796) for the Recreation Field. MEETING UPDATE: Further to the application to upgrade the title for WT455796, the Land Registry have contacted Solicitors to say that they are unable to upgrade the title at this time as the 1983 Conveyance only conveys part of the land in the title. Evidence sourced and sent to Solicitors.

The Mews

Suggestion for 2 x planters to be taken forward, residents have agreed to maintain – to be considered at a future meeting.

22.82/23.19 Footpath Working Party

WC has been contacted regarding land management and the sowing of seeds. The Head of WC Natural & Historic Environment Department has given advice to be discussed at WP meeting. Replacement trees to be planted, types to be approved by Committee, before the planting season. Wiltshire Council has provided a tree planting guide. Both issues to be discussed at next WP meeting.

22.107 Community Emergency Plan

Members agreed to write a new Community Emergency Plan with all Members contributing to the document. MEETING UPDATE: Councillor Westwood is to take the lead for the document.

29 June – Question Time

A Resident asked if the Council knew what was happening with the land by the car sales area, as it has become very overgrown, with some of the trees having low branches that overhang the bus stop. The Clerk was asked to investigate - A resident has given the Clerk some information, which did not result in ownership confirmation.

22.39/23.52 Play Area Tower

Members RESOLVED the repair of the Play Tower. Part on order, 10-week lead time.

23.57 D-Day 80

Members AGREED to light the beacon on 6th June 2024. A Working Group was formed, Councillors Allsop (also as Parish Hall representative), Chalker, Hacker and Westwood volunteered. The D-Day80 Working Group to contact the school and consider an evening event of commemoration.

23.72 Lydiard Green Footpath Proposal

Historically, WC agreed to create a footpath from Lydiard Green to the rest of the village. Phases 1 – 4, were completed in 2017/2018, but Phases 5 – 10 were not completed. Enquires were made with the Local Highway & Footpath Improvement Group (LHFIG), but he could provide no information. Councillor Hill-Wheeler located some CATG archive paperwork. WC has confirmed it does not own the verges from Lydiard Green to the Greenhill Crossroads. MEETING UPDATE: WC Councillor Bucknell advised Members of his findings during his report.

23.73 Play Area Tree Members APPROVED the removal of the tree for Health and Safety reasons Members AGREED to plant a replacement tree in a more appropriate position in the Community Field. CLOSED – see Minute Reference 23.115
23.88 The Mews – Grass Cutting. CLOSED – see Minute Reference 23.109
Library Telephone Box - Quotes are being obtained to replace the door joint.

23.104 Financial Accounts – Members:

- a. APPROVED the expenditure report to 25 October 2023.
- b. APPROVED invoices for payment and NOTED the income report to 4 October 2023.
- c. APPROVED the second quarterly accounts, income and expenditure report
- d. APPROVED the write off of the 2022 Poppy Appeal cheque for the sum of £25.00 and APPROVED a cheque for £50.00 (fifty pounds) 2023 Poppy Appeal for the sum of £50.00 met from the Chairman's allowance.
- e. RESOLVED an amount of £120.00 (one hundred and twenty pounds) for the Parish Administrator to undertake ILCA training, costs met from the Training budget.
- f. RESOLVED to make a payment of £100 (one hundred pounds) to provide a Christmas Tree to be located outside the Primary School. (As per minute reference 22.109 agreed in October 2022, the tree is artificial).
- g. As at 30 September 2023, the amount held in the Public Sector Deposit Fund (PSDF) was £79,007.38 as this will soon exceed £80,000, Members RESOLVED to transfer £10,000 from PSDF to the Unity Account.
- h. RESOLVED to transfer £5,432 (five thousand, four hundred and thirty-two pounds) from Ear Marked Reserves held for the Handyman's Requirements to the Jubilee Club House Ear Marked Reserves. Funds requested for storage purposes for the Health and Safety of staff and Users.
- i. NOTED the fees for the hire of the Parish Church increase to £30 (thirty pounds) from January 2024.
- j. NOTED the 2023-2024 Pay Award has been agreed for a flat rate increase of £1,925 for scale points up to SCP 43 and from SCP 44 and above an increase of 3.88%, with effect from 1 April 2023. Councils are asked to pay the new rates and back pay as soon as possible. The Trade Unions are now preparing their claims for next year.

23.105 Traffic Survey Results for Speedwatch

Cllr Sharp reported that the results of the metro counts have been received, 4 of the 5 requested areas has been approved: C414 Greatfield (outside of Walfins), Holborn, C28 Lydiard Green, C28 The Street and C414 (south of Lydiard Green). Holborn and Stone Lane did not meet the criteria. A request for a new Speed Indicator Device to be considered at the next Parish meeting.

23.106 Common Platt and The Willows

At the last meeting a resident raised concerns regarding a dangerous and much used crossing at The Willows. The resident pointed out that the initial traffic safety plans for the road has not been implemented. Members NOTED the response from Wiltshire Council (WC):
Section 106 monies were deposited as part of the Ridgeway Farm development for 'amenity' improvements in the area, including Purton Road / Swinley Drive and Purton Road / Washpool junction. The largest proportion of the Section 106 monies went to Swindon Borough Council, with £57k placed on deposit with WC to undertake work, including the traffic proposals for Common Platt. The Section 106 monies did cover the length of Common Platt for which the current new issues relate. Due to the Covid 19 pandemic, the scheme was not deliverable within the remaining timeframe and the expenditure deadline expire. WC made a request to Taylor Wimpey for an extension of the deadline, it was refused. The monies were subsequently returned to the developer. Therefore, the Parish Council request currently being taken forward by Local Highways and Footpath Group is the only option available. Resident to be advised.

23.107 Local Plan

Members received a report from Councillor Westwood on the Local Plan Consultation. A meeting had taken place with Lydiard Tregoze Parish Council representatives to discuss the impacts on the parishes. Members considered and APPROVED the draft responses with slight amendments.

23.108 Open Gardens

Members AGREED to support a local resident to organise a 2024 Open Gardens event. The Parish Council will promote the event, print posters and programmes. Members RESOLVED to set a maximum budget of £500 (five hundred pounds). All proceeds from the event will be donated to the Church Roof Appeal.

23.109 Wiltshire Council – Grass Cutting

Wiltshire Council has confirmed that The Mews has been added back on to the schedule. The Clerk has contacted Wiltshire Council and requested a map/list of unadopted areas.

23.110 Cemetery Fees and Regulations

Members NOTED the report and following discussions RESOLVED to increase Cemetery fees from 1st April 2024. Members APPROVED the Cemetery Regulations as recommended.

Description	Full Burial	Cremated Remains
Grant of Exclusive Rights	£335.00	£229.00
Interment over 18 years	£316.00	£214.00
Interment of ashes – full	n/a	£214.00
Memorials		
Right to Erect a Headstone or Flat Stone		189.00
Replacements		127.50
Additional Inscription		107.00
Cleaning, Re-leading or Repairing		107.00
Administration Fees		
Search of Burial Records- up to one hour		£35.00
Each additional 30 mins		£25.00
Copy of Register Information (when full information supplied)		£1.50 per copy
Copy of Deeds		No Charge
Transfer of Deeds		No Charge

23.111 Charges Review

Members NOTED and RESOLVED to implement the following fees from 1 April 2024

Jubilee Club House	Residents	Non-Residents
Main Room & Toilets (per hr)	8.00	16.00
As above with Kitchen (per hr)	12.00	18.00
Children's Parties - All Facilities	50.00	60.00
A cash damage deposit of £75.00 is required on all Hall bookings. All rooms to be left clean and tidy, tables and chairs stacked, and tables wiped. All items to be left clean after use - tea cloths not provided.		

- Recreation Field (no access to JCH) £20 per hour, Non-resident fee of £30 per hour.
- Football match fees to stay at the same rate - Training £50 per session, Mini £40 per session and Senior £45 per session.
- Cricket match fees to be increased to: Weekend Rate £132.50, Weekday Rate £100
- Lydiard Plain fee to stay at the same rate of £1,000 per annum.

23.112 Correspondence: Members NOTED the following:

- Police and Crime Panel Update
- Community Engagement Manager Report
- Consultation - Potential changes to Wiltshire Council Tax Reduction Scheme for working-age people

23.113 Planning Applications

Members NOTED the following Wiltshire Council Decisions

Application: PL/2022/02473 – Full Planning Permission	Applicant: Mr & Mrs N Jarmolinski
Address: Ski's Trees Compound & Yard, Greenhill, SN4 8EH	
Proposal: Erection of Security Lodge & Associated works	WC Decision: Refused
Application: PL/2023/06917 - Householder Application	Applicant: Mr M Gilbert
Address: Balinrait Farm House, Stone Lane, Lydiard Millicent, SN5 3LD	
Proposal: Demolition of the majority of the existing outbuildings and erection of a replacement steel portal framed outbuilding	WC Decision: Withdrawn by Applicant
Application: PL/2023/07024 - Householder Application	Applicant Name: Mr J Moorland
Address: The Bungalow, Washpool, SN5 3PN	
Proposal: Proposed rear/front extensions to bungalow and first floor added with new roof. Garage extension and raise of existing roof with 3 dormers to front	WC Decision: Approved with Conditions
Application: PL/2023/07287 – Works to a Protected Tree	Applicant Name: Mr H Stacey
Address: 10 The Beeches, Lydiard Millicent, SN5 3LT	
Proposal: Beech Tree – Remove	WC Decision: Approved with Conditions

Members considered the following application:

Application: PL/2023/08459 - Full Planning Application	Applicant: Mr & Mrs Badhan
Address: Badhan Manor, Wood Lane, Braydon, SN5 0AH	
Proposal: Erection of new stables together with change of use of associated agricultural land for equestrian purposes and additional change of use of agricultural land for redefined garden area revising application 19/09880/F	
Members RESOLVED to make NO COMMENT to this application.	

23.114 Jubilee Club House

Members APPROVED the installation of two high level windows into the Parish Office, reusing two of the existing windows. This will meet Health and Safety requirements, and keep the room relatively ventilated and with some natural light.

Members APPROVED the purchase of three lockable cupboards and a filing cabinet, required to meet Health and Safety requirements and operational needs, costs to be met from EMR JCH (minute reference 23.104 referred)

23.115 Play Area Tree

Members considered the three quotes received for the removal of the self-seeded tree from the Play Area. After discussions, Members RESOLVED to accept Quote C for £250.00 (two hundred and fifty pounds, costs met from General Reserves.

23.116 Council and Community Representatives - Members RECEIVED the following updates:

Area Board – Next meeting 17 th January 2024
Local Highways Footpath Improvement Group (LHFIG) Next meeting 10 January 2024
Community Safety Group – Next Meeting 10 November – Councillor Sharp unable to attend
Speed Indication Devices (SIDS) – Results reported: Stone Lane recorded 2.7% of vehicles were speeding, the top speed recorded was 93 mph, Washpool recorded 13.1% of vehicles were speeding, the top speed recorded was 63 mph.

Five members of the public left the meeting.

23.117 Exclusion of the Public and Press

Members RESOLVED – That the Press and Public be excluded from the meeting during the consideration of the items in Part 2 of the Agenda, this is due to the confidential nature of the items being considered, under the Public Bodies (Admission of Meetings) Act 1960.

23.118 Land Issues

Members NOTED that discussions are ongoing with Surveyors.

Meeting Closed at 20.32