

LYDIARD MILLICENT PARISH COUNCIL MEETING
7 November 2024
held at the Jubilee Club House, Lydiard Millicent
at 19:00 hrs

Councillors Present:

S Westwood, Chairman	S Chalker	D Coffey	S-Hill-Wheeler	K Smith
M Allsop, Vice Chairman	R Selwood	J Sprules	M Suleman	

Others in Attendance: 4 members of the public and Wiltshire Councillor Steve Bucknell

Meeting Clerk: Hayley Graham

Public Question Time:

- A resident asked if road sweepers were due to visit Greatfield. Clerk to contact the resident for more detail to raise on MyWilts.

MINUTES

24.150 Apologies for Absence

No apologies were received.

24.151 Declarations of Interest and Dispensation Requests

No declarations of interest were made and no dispensation requests were received.

24.152 Chairman's Announcements:

- Councillor Hacker has resigned with immediate effect due to work commitments. Thanks were given for all her help and support over the the past number of years. Unfortunately this means there is another vacancy for a Councillor.
- A public consultation drop in session for the proposed solar development at Flaxlands will be held from 2 – 7pm on 19 November at Hook Village Hall.

24.153 Minutes

Members CONSIDERED the minutes of the Parish meeting held on 3 October 2024. The minutes of the meeting were ADOPTED as a true record and signed by the Chairman. Members CONSIDERED the minutes of the Parish extraordinary meeting held on 26 September 2024. The minutes of the meeting were ADOPTED as a true record and signed by the Chairman.

24.154 Co-Option of New Councillor

Members CONSIDERED the application from Mr D Rothwell. The matter was put to the vote and Members unanimously RESOLVED that Mr D Rothwell be co-opted onto the Parish Council with immediate effect. The Declaration of Acceptance of Office was signed by the newly elected Councillor and witnessed by the Clerk, and the Chairman invited Councillor Rothwell to join the meeting.

24.155 Wiltshire Councillor Update

Councillor Bucknell advised that the appeal deadline for the planning application for the land east of Restrop Road is mid-November. If an appeal is received, it may take another couple of weeks for the Planning Inspectorate to review.

In relation to the application for 9 homes on Stone Lane, a standing objection from Highways was made due the width of the footpath being insufficient, poor visibility into the development and the requirement of 3rd party land. A report as to how these issues can be overcome is expected from the developers, but an update is not expected any time soon.

It is likely that the Flaxlands solar development application will go to the Strategic Planning Committee, and is unlikely to be dealt with until after the next elections in May 2025, at which time Councillor Bucknell will not be standing for Councillor. The local Conservative group hope Alison Broome will be successful standing for Councillor in the next elections.

24.156 **Financial Accounts**

Members NOTED and APPROVED the Income & Expenditure Reports and Payments List.
Members NOTED the 2nd Quarter Income and Expenditure Detailed Report.
Members NOTED the completion of the 1st Quarter Bank Reconciliations verification by Councillors Hill-Wheeler and Selwood
Members NOTED the report and APPROVED the expense for the Clerk to attend an Election training webinar at a cost of £40.00 (forty pounds) ex. VAT. Costs to be met from the Training budget.
Members NOTED the report and APPROVED the cost for the annual inspection of the JCH play area at £150.00 (one hundred and fifty pounds) ex. VAT. Costs to be met from Play Area Inspections budget.

24.157 **Change of Signatories to the Bank Account**

Members APPROVED the removal of Councillor Hacker from the bank mandate signatories.
Members APPROVED the addition of Councillor Suleman to the bank mandate signatories.

24.158 **Planning Applications**

Members RECEIVED a report from Planning Group A, and after discussions:

Application: PL/2024/08098 – Householder planning permission	Applicant: Mr D Simons
Address: 26 Riffs Bar, Greatfield, SN4 8EQ	
Proposal: Application to build free-standing garage within boundary lines. 7m x 5.4m concrete base with a proposed height of 3.5m to highest point of structure. Single skin garage with wooden frame.	
Members RESOLVED to make a comment of NO OBJECTION.	

Members NOTED the following Wiltshire Council decisions:

Application: PL/2024/06529 – Prior approval – Class R – Agricultural buildings to a flexible commercial use	Applicant: Messrs C and W Marty and Smith
Address: Lydiard House Farm, Lydiard Green, SN5 3LW	
Proposal: Change of Use of Agricultural Building 5 to form 1no. Commercial Unit (Class B8)	Prior Approval Granted
Application: PL/2024/03183 – Householder application	Applicant: Mr & Mrs Hornby
Address: Lydiard Farm, The Street, Lydiard Millicent, SN5 3LU	
Proposal: Extensions and alterations to the existing buildings to include a two-storey side extension, two storey rear extension, ground floor rear extension to replace a conservatory, new slate roof finish, new pentice roof and stone cladding to frontage and render to external walls. New hipped roof over annex and new garage with ancillary accommodation over	WC Approved with Conditions
Application: PL/2022/00239 – Full planning permission	Applicant: Mr P Varey
Address: Land East of Restrop Road, Lydiard Green, Lydiard Millicent, SN5 3LP	
Proposal: Change of use of land to use as a residential caravan site for 12 gypsy families, each with two caravans including no more than one static caravan, together with laying of hardstanding, construction of driveway and installation of a package sewage treatment plant	WC Refused
Application: PL/2022/08382 – Removal or Variation of a Condition	Applicant: Mr P Frattini
Address: Casa Paolo, Purton, SN5 5JX	
Proposal: Variation of Condition 2 of 19/00567/FUL in Relation to Amendments of Approved Plans	WC Approved with Conditions

Standing Orders were SUSPENDED whilst discussions were had as to whether Casa Paolo falls within Lydiard Millicent Parish, Councillor Bucknell confirmed it does. Standing Orders were REINSTATED before Members discussed further.

Clerk's Report**24.109 Pedestrians in Road Signage – The Street**

Members NOTED the report and CONSIDERED the quote received. Members APPROVED the expenditure of £380 for the installation of signage to warn drivers of pedestrians in the road. UPDATE: Works have been instructed and are expected to be completed in early October. FURTHER UPDATE: Works are still scheduled and due to be completed imminently. MEETING UPDATE: Works are complete. Members AGREED to CLOSE this item.

24.141 Jubilee Club House Trees

Members APPROVED the expenditure to carry out the required tree works at a cost of £1,200.00 Members APPROVED the expenditure to extend the survey to all trees around the perimeter of the Recreation Field at a cost of £235.00. UPDATE: Work is scheduled to be completed on 6 Nov. MEETING UPDATE: Works have been completed. Members AGREED to CLOSE this item.

Correspondence

Members NOTED the correspondence received:

- a. Northern Area Planning Committee Draft Minutes – 18 September 2024
- b. SLCC Update – The Law Commission's Consultation Paper on Burial and Cremation
- c. SLCC Update – Enabling Remote Attendance and Proxy Voting at Local Authority Meetings

External Audit Report and Certificate

Members NOTED the External Audit Report and Certificate.

Holborn Footpath

Members NOTED the report and CONSIDERED the recommendation. Members APPROVED the expenditure to purchase the materials for the Parish Handyman to lay at a cost of £70 (seventy pounds) ex. VAT. Costs to be met from Ear Marked Reserves LHFIFG.

Community Field Working Party Meeting

Members RECEIVED an update from Councillor Selwood. Quotes have been received for the installation of gates and the maintenance of the field. A pre-planning application has been submitted which will help determine any insurance requirements for permitted activities. A first draft of an agreement is in progress, which will need legal support to review. Following the resignation of Councillor Hacker, another member of the Working Party is required. Councillor Sprules volunteered for this role and will be formally appointed at the next Parish meeting.

VE Day Plans

Members RECEIVED an update from Councillor Westwood. Two meetings have taken place, comprising of Council representatives, Parish Hall representatives and members of the public. Events are being planned from Thursday 8 May through to Saturday 10 May 2025. Members CONSIDERED the VE Day Working Party Terms of Reference (ToR). Members APPROVED the VE Day 80 Working Party Terms of Reference subject to the following changes being made:

- Quorate is a minimum of 3 members of the Working Group
- The Secretary will attend meetings and take the notes on activities and progress.

Members APPROVED the co-option of K Allsop, M Brewser, H Graham, R Gulliford, C Savoy, C Sharp and M Sharp to the VE Day 80 Working Party

Jubilee Club House Outdoor Store Doors

Members NOTED the report and AGREED not to accept any quotes at this time. Clerk to investigate if the Council's insurance details any security requirements for the store room, and to contact the contractors who have provided quotes to establish what the maintenance requirements are for each door.

Cemetery Fees and Regulations

Members NOTED the report and following discussions AGREED to increase Cemetery fees from 1 April 2025.

Description	1 Apr 2025 Fees
Full Burials	
Grant of Exclusive Rights – 80 yrs	345.50
Interment over 18 years	325.50
Cremated Remains	
Grant of Exclusive Rights – 80 yrs	236.00
Interment over 18 years	220.50
Interment in Full Grave	220.50
Memorials	
Right to Erect a Headstone or Flat Memorial	195.00
Replacement	131.50
Additional Inscription	110.50
Cleaning/Re-leading and Repairs	110.50

Administration Fees

Search of Burial Records	1 Apr 2025
Initial period – up to 1 hour	£35.00
Each additional 30 mins	£25.00
Copy of information found	£1.50 per copy
Copy of Register Information (When full information supplied)	£1.50 per copy
Copy of Deeds	£10.00
Transfer of Deeds	£35.00

24.166 Charges Review

Members NOTED the report after discussions AGREED to increase Jubilee Club House fees from 1 April 2025.

Location	Residents	Non-residents
Main Room & Toilets (per hr)	8.50	16.50
As above with Kitchen (per hr)	12.50	18.50
Children's Parties - All Facilities	51.50	62.00
All rooms to be left clean and tidy, tables and chairs stacked, and tables wiped. All items to be left clean after use - teacloths not provided.		

Members AGREED to keep Recreation Field Hire (no access to JCH) fees at £20 per hour £30 per hour for non-residents from 1 April 2025.

Members AGREED to keep Football match fees at the same rate from 1 April 2025 – Training £50 per session, Mini £40 per session and Senior £45 per session.

Members AGREED to keep Cricket match fees at the same rate from 1 April 2025 – weekend rate of £132.50 and weekday rate of £100.

Members AGREED not to determine Lydiard Plain rental fees at this time. The Clerk is to investigate further with the Council's land agent for further advice.

24.167 Wiltshire Council “Substantive Highways Scheme Fund” Bid Application Process for Funding in 2025-26

Members CONSIDERED the information from Wiltshire Council and AGREED for Councillor Suleman to contact the LHFIF representative at Wiltshire Council to ensure there is no further action required from the Council for the Common Platt safety issue to be considered as part of this scheme.

24.168 Traffic Speed Survey

Members CONSIDERED the request and AGREED that a response is to be delegated to Councillor Chalker.

24.169 **Grounds Maintenance Contract**

Members NOTED the report and AGREED for the contract to be sent for tender subject to the following additions:

- That all cutting and strimming of the Cemetery is to be completed in one visit
- To ensure a 1m width of the Lydiard Green footpath is cleared for walkers **monthly** from the beginning of March to the end of October.

24.170 **Jubilee Club House Electrical Works – Sound Quality Resolution**

Members NOTED the report and CONSIDERED the quotes received. Members AGREED to accept quote option 2, to relocate four existing fittings, and replace 3 existing light fittings at a cost of £593.33 (five hundred and ninety-three pounds, 33p) no VAT payable. Costs to be met from Ear Marked Reserves CIL.

24.171 **Council and Community Representatives**

Members RECEIVED the following updates:

Community Safety Group – Councillor Hill-Wheeler

The next meeting is taking place on 8 November.

Speed Indication Devices – Councillor Chalker

New SIDs are in place and data is being collected, how this data is submitted to Wiltshire Police is to be established. From the data gathered from the SID located at The Beeches, the average incoming speed is 28mph, and outgoing speed is 28.5mph. The highest incoming speed recorded is 72mph, and outgoing 86mph.

Operational Flood Working Group – Councillor Westwood

Councillor Westwood joined a recent Lunch and Learn group, and expects to bring a draft emergency resilience plan and flood plan combined to the next Parish meeting.

Neighbourhood Plan – Councillor Allsop

The first meeting took place on 5 November. Next meeting is planned for mid-January.

24.172 **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.

4 members of the public and Wiltshire Councillor Steve Bucknell left the meeting.

24.173 **Land Issues**

Members NOTED the report from Councillor Westwood and AGREED to call an Extraordinary Meeting of the Council on 28 November to agree a way forward.

Meeting Closed at 20.22 hrs