

LYDIARD MILLICENT PARISH COUNCIL MEETING
22 June 2022
held in the All Saints Church Lydiard Millicent
at 7:00pm

Councillors Present:

Cllr S Westwood (Chairman) Cllr P Cole Cllr C Hacker Cllr S Hill-Wheeler

Others in Attendance: 2 members of the public and Parish Handyman

Meeting Clerk: Tina Jones PSLCC

Public Question Time:

- a. A resident of Greenhill asked if house plans from 17 years ago would be still be held by Wiltshire Council. Clerk to contact WC Councillor Bucknell for advice.
- b. A resident asked if action had taken place regarding the overhanging branches by bus stop at Bagbury Park. The Clerk advised that it would be actioned very soon.
- c. A resident asked if the Council had started to look at the provision of a footpath at Lydiard Green yet. The Chairman advised that this would be on the agenda for the next meeting.
- d. A resident raised concerns over the state of the ashes section of the Cemetery, the grass has not been trimmed or mown. The Clerk advised that a complaint had been raised with the Contractor and photographs sent, waiting for comment and action.

MINUTES

22.28 Apologies for Absence

Apologies received from Councillors Allsop, Curtis, Gregory, Selwood and Sharp

22.29 Declarations of Interest and Dispensation Requests

No declarations of Interest made and no requests for dispensations were received.

22.30 Chairman's Announcements

- Thanks were given to every one who helped with the Jubilee weekend events, it was very successful and feedback received was very positive.
- The school is holding a fete on 8th July, the Council will donate the stock left from the Jubilee celebrations.
- There are two Councillor vacancies and the Council continues to advertise.

22.31 Minutes

Members considered the minutes of the Parish meeting both held on 25 May 2022. The minutes of the meetings were ADOPTED as a true record and were signed by the Chairman.

22.32 Wiltshire Councillor Update

Members NOTED the update from WC Councillor Bucknell – Main Points:

PL/2022/00239 - Land East of Restrop Road Lydiard Green

Application is still under consultation. The case officer has asked for a range of additional reports and design details, which are yet to be submitted by the applicant

PL/2021/04439 – 38 Stone Lane Lydiard Millicent

The deadline for submission of written representations for the appeal against refusal was 31st May. Councillor Bucknell submitted a written statement setting out the reasons why the North Area Planning Committee refused the application contrary to officer's recommendation. The outcome of the appeal is awaited. The Appellant's deadline for further representations is 14th June – after which the Inspector will make a decision.

Application/Enforcement at Hilldrop Farm

Councillor Bucknell met with the owner of Hilldrop Farm and he explained that the application was withdrawn because almost all of the dogs will be leaving the farm before the middle of July. Councillor Bucknell was satisfied that there were no other breaches of planning at the property and will be looking for ways to help mend the relationship between the family and the community. Councillor Bucknell asked all to understand that the rural

economy depends on farm diversification, something which is actively encouraged by policy.

PL/2022/00943 – The Claypits Greenhill

Since this report was received, Wiltshire Council has given notification that this planning application has been refused.

22.33

Clerk and Handyman Reports

127.21 Painting of Telephone Kiosk Resolved an amount of up to £100 to cover the cost of the paint, brushes and other cleaning materials purchased by the Council. Clerk to obtain materials. Ongoing
159.21 Jubilee Club House Up to £625 to purchase & install a continuous fill hot water urn. Members AGREED to CLOSE see Minute Reference 22.38
183.21 – Dogs on Playing Field Agreed to revisit the current signage (relating to dogs) and to investigate further how to manage dogs on the playing area. Ongoing
253.21 - Advisory 20mph Signs Outside of Schools There is a small annual budget to support the installation of Advisory 20mph speed limits outside schools. It was agreed for the Clerk to contact the School, contacted no response to date. As no response from the School, Members AGREED to CLOSE.
Clerks Report covering all previous requests for action - with current status
13.20 Play Equipment at The Mews A decision to be made on what to do with old play equipment (since this decision the equipment now decommissioned). In 2020, the Council earmarked £15k to upgrade. Feedback from the Community Meeting was for a Community or Memorial Garden/Wildlife Area, Benches. Members AGREED to CLOSE see Minute Reference 22.41
13.20 Seek Adoption of Land between The Mews and Meadow Springs and other parcels of public land throughout the parish where no owner is currently known. The Clerk is instructed to work with the Councils solicitor to reach a satisfactory conclusion. The Council has received registration for the Recreation Field and The Mews however, there are outstanding issues which need to be investigated. Cllrs Hill-Wheeler, Harden and Allsop together with the Clerk to investigate and provide a report. Members AGREED to CLOSE see Minute Reference 22.41
28.20 Parish Resilience Plan Clerk to locate the Parish Resilience Plan circa 2007, Plan to be updated. Ongoing
39.21 Office Equipment A budget of £1000 was set to purchase: Office 365, Laptop, Monitor, Full Size Keyboard and Mouse and £80 for a Doorbell. Quotes required for Chair/ Fireproof Safe. Members AGREED to remove doorbell from list. Members AGREED to remove safe, Minute Reference 22.38
PQT – 7 April 2022 - Item A A resident asked if a blind spot mirror could be placed opposite the Greenhill crossroads bus stop, Clerk to contact Wiltshire Council regarding this request.
PQT – 7 April 2022 - Item B A resident asked if a footpath could be put at Lydiard Green, drivers are impatient, the resident has been nudged by a car and hit on elbow by a car mirror. Members to advise Clerk on Way Forward. See PQT for this meeting.
280.21 Jubilee Club House - Health and Safety Members resolved to accept Quote B at £295.00 (Inc. VAT). Costs met from EMR for JCH Maintenance budget. Work to be done in June. Members resolved to purchase and install a blind spot mirror at a cost of up to £75.00 from the JCH maintenance budget. Ongoing
281.21 Wildflowers Members nominated areas for wildflower meadows (not rewilding): Tewkesbury Way, the Section of Greenhill (opposite 13-17), and the piece of land between Greensend tapering up to the Greenhill crossroads. Clerk has notified Wiltshire Council, Members AGREED to CLOSE
Handyman Report • work has started on the treatment of the play area fence • a careful watch has been kept on the implementation of the grounds Contract in general requiring some intervention with positive results • One positive appears to be that there have been no gas canisters / balloons at Holborn now for over a month so maybe the message has gotten through (or the lighter evenings make the activities more obvious).

22.34 Planning Matters

Members NOTED the following Wiltshire Council decisions:

PL/2021/02625 – Full Planning Permission	Applicant: Mr A Hobbs
Address: 37 Stone Lane Lydiard Millicent SN5 3LD	
Proposal: Siting of storage containers	WC Decision: Approved with conditions
PL/2021/11195 – Full Planning Permission	Applicant: Mr R Morse
Address: Greatfield Farm, G Greatfield SN4 8EQ	WC Decision: Refused
Proposal: Retention of existing building for use as agricultural storage building	
PL/2021/10797 – Full Planning Permission	Applicant: Mr & Mrs Jarmolinski
Address: Blackfords Services, Greenhill SN4 8EH	
Proposal: Erection of single storey timber drying and seasoning store, provision of vehicular access and associated works	WC Decision: Approved with conditions

Members CONSIDERED the following application

Application: PL/2022/03819	Applicant: L Grace	Household Planning Permission
	Location: 44 Common Platt, Purton, SN5 5LB	
Proposal: Single storey extension to rear and garage to side and rear		
Members RESOLVED to make NO COMMENT		

22.35 Financial Accounts

Members NOTED, REVIEWED and APPROVED the Income and Expenditure report and the authorised Payment list, to be signed by the Chairman and attached to Minutes.

22.36 Annual Internal Audit Report 2021-2022

The Annual Internal Audit Report was NOTED together with the recommended action plan for the Parish Council for 2022-2023. The Chairman, Vice-Chairman and Clerk will discuss the recommendations and prepare a report for the September meeting.

22.37 Annual Governance and Accountability Return 2021-2022

- Council's AGAR responses and the Annual Governance Statement at Section 1 of the Annual Governance and Accountability Return (AGAR) was APPROVED and signed by the Chairman.
- that the Annual Accounting Statements at Section 2 of the Annual Governance and Accountability Return (AGAR) was APPROVED and signed by the Chairman.

22.38 Jubilee Club House

Members NOTED and CONSIDERED the following quotes, requests and recommendations Following discussions, Members RESOLVED to:

- DELEGATE to the Clerk to investigate the provision of CCTV, an intruder alarm, and the installation of automatic lights in changing rooms, toilets and hallway for the Jubilee Club House.
- ACCEPT Quote A for the provision of a safe to store historic and legal documents etc at a cost (to include delivery and installation) of £2919.50. (Two thousand, nine hundred and nineteen pounds, fifty pence) cost met from General Reserves
- ACCEPT Quote B, £600.00 (six hundred pounds) to prepare office floor and lay flooring. Cost met from EMR JCH repairs.
- ACCEPT Quote A, £1550 (one thousand, five hundred and fifty pounds) to carry out the recommendations from the Legionella Assessment. Clerk was delegated to purchase the flushing chemicals, all costs to be met from the JCH maintenance budget
- CANCEL the purchase and installation of a continuous fill hot water urn, as there is no identified business need and freestanding urns are available for any events.
- to complete the purchase of the china plates, which were omitted from the order agreed at minute reference 159.21, costs met from JCH small equipment renewals budget.

22.39 **Jubilee Club House – Main Gate**

Members NOTED the report and CONSIDERED the installation of a restricted access gate at the entrance to the Recreation Field. Several Councillors would like to see the gate open all the time to allow residents to drive in and park their vehicles, for access the play area and walk their dogs. Concerns were raised over access to all with no restrictions whatsoever. Concerns were raised as to whether there was enough room for the 'swing' required and the installation requirements in respect of the existing pedestrian access, the requirements of the catch posts and concrete pads, in relation to the existing narrow verges and kerb stones. Concerns were raised that the bar might not be able to open the full 90 degrees. If the project is taken forward, Members AGREED that the existing gate would stay in position as a trial. Following discussions, it was AGREED:

- to investigate further the purchase and installation of a height restrictor, Councillor Hacker to work with the Handyman and one other Councillor to look at in more detail the proposal.
- Set a maximum budget of £4,000 for the purchase and installation of a height restrictor barrier – met from CIL funds
- As the final specification and/or restrictions may not be as described in the report, an Extraordinary meeting would be called, if the specification and costs are received before the next scheduled meeting

22.40 **Platinum Jubilee Celebrations**

Members RECEIVED a verbal update from Councillor Hacker

The lighting of the beacon event was well attended, Wiltshire Deputy Lieutenant Deepak Gupta lit the beacon, the Lyneham Military Wives Choir sang the official Platinum Jubilee song among others, and Reverend Tudor Roberts gave a blessing. Thanks were given to all who helped on the evening. The Friday Family Day was also very successful, with inflatables, refreshments, dancers, music and a football competition. Thanks were given to all the people who helped make the events successful in all capacities throughout the Jubilee weekend.

22.41 **The Mews**

Members NOTED, that land registry has now been completed for the Recreation Ground and The Mews, both parcels have been registered under one title number. The Land Registry carried out a full land charges search in respect of the property which revealed an entry in respect of a Conveyance dated 15 April 1983 which appears to show restrictive covenants in respect of the land and, therefore, the registration has been completed with two additional entries in the Charges Register at C3 and C4 in respect of that Conveyance.

Following discussions, Members RESOLVED:

- not to apply to remove the covenants, at this time.
- to instruct Solicitors involved in the process to apply for title absolute for the Recreation Field and to apply to have the address of current titles updated to the Parish Office address rather than the previous Clerk's home address.
- To set a budget of a maximum of £350 (three hundred and fifty pounds) met from professional fees
- Councillor Hill-Wheeler to work with the Clerk to take this forward.

Members discussed Minute Reference 13.20 (from Clerks Report)

The play equipment was removed and replacement is not required. Following discussions, Members RESOLVED:

- for Councillor Hill-Wheeler to check covenant wording to see if any restrictions on the area's use.
- for Councillors to visit the site, to be arranged
- following visit to obtain feedback from local residents via a leaflet drop
- for the Clerk to contact those residents that have contacted the Council re The Mews

22.42 **Lydiard's Magazine**

Members NOTED the report. Following discussions, it was RESOLVED that the Clerk would send draft minutes of meetings, clearly marked as draft and subject to change, advising residents to look at the official minutes on the Council website.

- 22.43 **Local Highway & Footway Improvement Groups (LHFIGS)**
Members NOTED the new terms of reference and guidance notes for the LHFIGS, which has replaced the Community Area Transport Group (CATG).
- 22.44 **Appointment of Solicitor to the Council**
Members NOTED the report and RESOLVED to appoint Wellers Law Group for new specialist legal work in the future.
- 22.45 **Footpath Working Party**
Members NOTED the notes of the public meeting held on 26 May. Members NOTED and considered the Working Party report. Members AGREED that the:
- provision of an annual budget of £1000 for footpath maintenance would be considered when setting the precept for 2023-2024.
 - group is a separate entity to the Parish Council, so able to apply for grants
 - Clerk is to investigate the procedures and practices undertaken by other Councils and ask for the article for volunteers to be reprinted in the Lydiards Magazine
- 22.46 **Parish Noticeboards**
Members NOTED the report from the Clerk and Councillor Allsop and considered the recommendation to purchase new noticeboards to enable the Council to reach more of its residents. Two small noticeboards already located at the Cemetery and JCH will be relocated, with larger ones purchased to replace. A further small noticeboard to be purchased, with the three sited at Greenhill, Greatfield and Common Platt. The style would be the same as those purchased previously. Following discussions, Members RESOLVED with one abstention, to set a budget of £2000 (two thousand pounds) funded by CIL Funds. This provision falls within the Community Infrastructure levy criteria as it is helping with the community's infrastructure by communication with residents. DELEGATED to Councillor Allsop, the Handyman and Clerk.
- 22.47 **Planning Appeal Against Refusal of Application – 13 The Beeches**
Members NOTED that an appeal has been made to the Planning Inspectorate in respect of the above site. The appeal is Against a Refusal and is to be decided on the basis of the Householder procedure. As this appeal is proceeding under the Householder Appeals Service, the Council was asked if it wished to withdraw its previous comments. Members AGREED not to withdraw the comments previously submitted.
- 22.48 **Council Name Badges**
Members NOTED the report and considered the recommendation to purchase name badges to wear while on Council business, and for identification purposes when meeting with Parishioners. Members RESOLVED with one abstention to purchase name badges. with logo at a maximum cost of £120.40 (one hundred and twenty pounds,40 pence).
- 22.49 **Council and Community Representatives** - Members RECEIVED the following update
Area Board (RWB & C) – Councillor Westwood - At the meeting held on 15th June, the Area Board Committee agreed the new proposed use for the £3,000 Footpath Grant. The Community Carers Group received a grant of £500 towards the Carers information booklet
- 22.50 **Exclusion of the Public and Press**
The Chairman will request members to CONSIDER the following proposal: That due to the confidential nature of the following item 'That the following item be conducted under the Public Bodies (Admission of Meetings) Act 1960, therefore the public and press will be excluded'
Three Members of the Public left the meeting
- 22.51 **HR Consultants**
Members NOTED the report received from the Consultants.
- 22.52 **Land Issues**
Members NOTED the report and the recommendations. Members RESOLVED to pass all documentation to the new Solicitors for advice, with funding set at a maximum of £500 (five hundred pounds) met from professional fees

Meeting Closed at 9.00pm