

LYDIARD MILLICENT PARISH COUNCIL MEETING
9 January 2025
held at the Jubilee Club House, Lydiard Millicent
at 19:01 hrs

Councillors Present:

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

Others in Attendance: 4 members of the public

Meeting Clerk: Hayley Graham

Public Question Time: There were no public questions

Councillor Question Time: Councillor Coffey highlighted that a large cattle lorry recently got stuck on Greenhill and had to be towed out. There are existing "No HGV" signs in place but this has happened on several occasions. The Clerk will contact Wiltshire Council Highways to establish if there is a weight limit on the road and if anything can be suggested to prevent the issue reoccurring.

MINUTES

24.199 Apologies for Absence

Apologies were RECEIVED from Councillors Rothwell, Smith and Suleman. No apologies were received from Wiltshire Councillor Steve Bucknell who was not present. Members unanimously APPROVED Councillor Chalker's request for a leave of absence from Council meetings until May 2025.

24.200 Declarations of Interest and Dispensation Requests

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

24.201 Chairman's Announcements

- Congratulations from everyone at the Council to Councillor Chalker who has recently had a baby
- Thanks were given to the Parish Steward and the Wiltshire Council Highways Engineer who visited The Butts this week to clear the flooding
- A very Happy New Year to all.

24.202 Minutes

Members CONSIDERED the minutes of the Parish meeting held on 5 December 2024. The minutes of the meeting were ADOPTED as a true record and signed by the Chairman.

24.203 Co-Option of New Councillor

Members CONSIDERED the application from Mrs L Bamsey. The matter was put to the vote and Members unanimously RESOLVED that Mrs L Bamsey 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 Bamsey to join the meeting.

24.204 Wiltshire Councillor Update

No report was received from Councillor Steve Bucknell.

24.205 Financial Accounts

Members NOTED and APPROVED the Income & Expenditure Reports and Payments List. Members RESOLVED to approve the recommendation to transfer £10,000 (ten thousand pounds) from the Public Sector Deposit Fund (PSDF) to the Unity account, if and when required. The Clerk will establish if there are any requirements as to an appropriate level of funds to be maintained in the Unity account.

Members NOTED the report and:

- RESOLVED to approve the expenditure of £190 (one hundred and ninety pounds) (ex. VAT) for the renewal of the Clerk's SLCC membership. Costs to be met from General Reserves.

- AGREED to defer a decision on the JCH play area infant swings pending the outcome of the upcoming play area inspection.

24.206 **Financial Regulations**

Members NOTED the report and agreed to update Financial Regulation 2.6 to read:

“At least once in each quarter, and at each financial year end, two members other than cheque signatories shall be appointed to jointly and severally verify bank reconciliations (for all accounts) produced by the RFO. The verifying member shall sign and date the reconciliations and the original bank statements (or similar document) as evidence of this. This activity, including any exceptions, shall be reported to and noted by the council.”

24.207 **Draft 2025-2026 Precept**

Members CONSIDERED the draft precept. Members RESOLVED to amend the General Reserves budget line to £9,000 (nine thousand pounds) to set a precept of £67,055.00 (sixty-seven thousand and fifty-five pounds), an increase of £3.75 (4.58%) per annum.

24.208 **Planning Applications**

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

Application: PL/2024/10741 – Full planning permission	Applicant: Mr J Toomer
Address: Toomers Garden Centre, Stone Lane, SN5 3LD	Closing Date: 10 January
Proposal: Retrospective change of use of agricultural to storage and distribution (B8)	
Members RESOLVED to COMMENT in support of the Rights of Way representation.	

Standing Orders were SUSPENDED for public comment on the following application:

Application: PL/2024/11358 – Full planning permission	Applicant: Mr J Stubbs
Address: Land at the rear of 2 Lydiard Green, SN5 3LP	Closing Date: 16 January
Proposal: Erection of 3 dwellings after demolition of existing workshop buildings	

A resident confirmed the applicant is his brother, who has submitted the application as the maintenance of the buildings currently on the site is becoming burdensome. He advised that he has delivered a letter to neighbours in the immediate vicinity with further information on the application to alleviate any concerns they may have. Councillor Hill-Wheeler requested further information on the drainage proposal, and the resident confirmed that the field directly behind the land is also owned by the applicant, and the drainage will be via a soakaway in this field. Councillor Allsop asked why the houses require a private refuse collection as detailed in the application, and it was suggested this is likely to be a mistake by the planning consultant and that the houses would be serviced by existing Wiltshire Council refuse collections.

Standing orders were REINSTATED before Members discussed further.

Application: PL/2024/11358 – Full planning permission	Applicant: Mr J Stubbs
Address: Land at the rear of 2 Lydiard Green, SN5 3LP	Closing Date: 16 January
Proposal: Erection of 3 dwellings after demolition of existing workshop buildings	
Members RESOLVED to OBJECT to the application due to insufficient parking and the contravention of the Lydiard Millicent Neighbourhood Plan Policy LM2.	

Members NOTED the following Wiltshire Council decisions:

Application: PL/2024/08098 – Householder application	Applicant: Mr D Simons
Address: 26 Riffs Bar, Greatfield, RWB, 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.	WC Approved with Conditions
Application: PL/2024/07549 – Householder application	Applicant: Mr & Mrs Bonehill
Address: 28 The Close, Lydiard Millicent, SN5 3NL	
Proposal: Proposed single storey rear extension and garage conversion	WC Approved with Conditions
Application: PL/2024/09767 – Proposed works to trees in a conservation area	Applicant: Turner
Address: 16 Lydiard Green, Lydiard Millicent, SN5 3LP	
Proposal: T1 Lilac - Reduce height by 50% and minor prune on sides to reduce encroachment and improve light levels into the garden. T2 Hawthorn – Pollard back to previous points	

(approximately 1.5m) to improve light levels in the garden. T3 Plum - Re-pollard garden side stem, pollard field side stem to match (approximately 1.5m) to improve light levels in the garden.	
Application: PL/2024/07753 – Householder application	WC – No Objection
Address: 9 Lydiard Green, Lydiard Millicent, SN5 3LP	Applicant: Mr P Russell
Proposal: 2 Storey Extension and Garage	WC Approved with Conditions

24.209 **Clerk's Report**

Members NOTED the report. Standing Orders were SUSPENDED for public comment on the PQT – 7 November item on the report. The resident who raised this issue in Greatfield is frustrated with the response from Wiltshire Council on the MyWilts cases, and advised that the designated footpath is very muddy, encouraging pedestrians to walk in the road to access their homes. The Clerk will contact Wiltshire Councillor Bucknell for assistance in resolving the issue. Standing Orders were REINSTATED before Members discussed further.

24.210 **Correspondence**

Members NOTED the following correspondence:

- a. SLCC Update – Local Government Finance Policy Statement 2025-2026
- b. SLCC Update – Revised NPPF Publication
- c. SLCC Update – Government's English Devolution White Paper
- d. SLCC Update – Consultation on "Local Audit Reform: A Strategy for Overhauling the L System in England
- e. SLCC Update - Consultation on Strengthening the Standards and Conduct Framework Local Authorities in England

24.211 **Local Highways and Footpath Improvement Group (LHFIG)**

Members NOTED the final meeting notes and accompanying documents from the LHFIG meeting of 27 November.

24.212 **Brinkworth with Grittenham Neighbourhood Development Plan**

Members NOTED the correspondence and RESOLVED not to submit a response.

24.213 **VE Day Plans**

Members NOTED the Programme of Events. Councillor Westwood confirmed that the Open Gardens will not take place due to lack of interest, and that the barn dance planned on 10 May will be self-funded. Councillor Selwood recommended that the Terms of Reference (ToR) should be updated to ensure at least one Councillor attends each Working Party meeting. The Clerk will add this as an agenda item for the next meeting.

Members RESOLVED to appoint A Pfleger to the VE Day 80 Working Party.

24.214 **Jubilee Club House Outdoor Store Doors**

Members NOTED the report and RESOLVED to accept Quote D. Due to the omission of the funding source, this decision will be brought back to the next meeting with the funding information. The Clerk will review the insurance cover when due for renewal at the end of May to establish if it is possible for the building to be fully insured whilst unoccupied.

24.215 **Jubilee Club House and Recreation Field Tree Survey Report**

Members NOTED the report and CONSIDERED the recommendations. Members RESOLVED to, in the first instance, ascertain as to whether the Parish Handyman can carry out the 3-month priority remedial works as outlined in the report.

24.216 **Grounds Maintenance Contract**

Members NOTED the report and RESOLVED to defer the tender award decision until further information for quotes A, C and D could be obtained. Due to the close proximity of the current grounds maintenance contract expiry date, Members RESOLVED to discuss the findings at an Extraordinary Meeting to be held before the next Parish meeting.

24.217 **Draft Emergency Resilience Plan**

Members NOTED the report. Councillors Allsop and Bamsey volunteered to assist with the plan and to be involved in a plan dry run.

24.218 **Wiltshire Council Total Traffic Regulation Order (TTRO) Notice**
Members NOTED the TTRO and RESOLVED to share the information:

- on the Council's Facebook page
- on the Lydiard Millicent Community Facebook page
- with the School, Pre-School, Parish Hall, Church and businesses at Bagbury Park.

The Clerk will maintain contact with Wiltshire Council Highways and Wales & West Utilities for up to date information on the hard closure as works progress.

24.219 **Lydiard Millicent Parish Council Logo**
Members RESOLVED to use the updated logo.

24.220 **Neighbourhood Plan Revision**
Members NOTED the report and:

- RESOLVED to appoint Master Land and Planning Limited as the Council's planning consultants
- RESOLVED to ADOPT the Steering Group Terms of Reference
- RESOLVED to apply for a government grant for Stage 1 works.

24.221 **Council and Community Representatives**
Members RECEIVED the following updates:

Community Safety Group – Councillor Hill-Wheeler The next meeting is taking place tomorrow at which the group will be discussing whether or not to continue. Parish Hall – Councillor Allsop The Parish Hall is currently being redecorated. Speed Indication Devices – Councillor Allsop As Councillor Chalker now has a Leave of Absence, the Clerk will request that the Parish Handyman retrieves the SID data if possible. Operational Flood Working Group – Councillor Westwood Local issues have been escalated at Wiltshire Council as the Drainage Team have failed to respond to the Council's requests. Neighbourhood Plan – Councillor Allsop A meeting took place on 7 January, a total of 15 residents are now engaged covering most areas of the Parish. Next steps were agreed, Patrick Cole was appointed as the Chairman and the Clerk as the Treasurer. Standing Orders were SUSPENDED and REINSTATED before Members discussed further.

24.222 **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.

3 members of the public left the meeting.

24.223 **Staff Matters**
Members RECEIVED a report from Councillor Allsop. The Clerk has opted in to the Council pension scheme.

24.224 **Land Matters**
Members NOTED the report and CONSIDERED the recommendations. It was noted that the recommendations relate to a previous resolution, and that a special motion would be required for a resolution to be made. Members RESOLVED that the Chairman should call an Extraordinary Meeting. Councillor Westwood to request additional information from the Council's solicitor.

24.225 **Community Field Working Party Meeting**

Members NOTED the report and RESOLVED to engage legal support and RESOLVED to apply for Change of Use planning permission at the costs detailed in the report. The order for works to be issued and planning application made only after Councillor Selwood has discussed draft terms with the Parish Hall trustees. All costs to be met from General Reserves.

Meeting Closed at 21.26 hrs