

LYDIARD MILLICENT PARISH COUNCIL MEETING
22 February 2023
held in the All Saints Church Lydiard Millicent
at 7:00pm

Councillors Present:

Cllr S Westwood (Chairman) Cllr Hill-Wheeler Cllr M Purcell Cllr R Selwood
Cllr M Allsop (Vice-Chairman) Cllr M Sharp Cllr M Suleman

Others in Attendance: 3 Members of the Public, Wiltshire Councillor Bucknell

Meeting Clerk: Tina Jones

Public and Councillor Question Time:

- A resident asked if a neighbour needed planning permission for a fence. It was agreed to wait until WC Councillor Bucknell was present to answer the question.
- A resident asked if the road sweeper could clean through Greatfield more frequently, there is no kerb and there is a build up of materials. Clerk to request.
- A resident asked if anything could be done about the trees opposite the houses in Greatfield, they used to be kept at 6ft, but they are now very high taking out a lot of light to the houses. A request to know who owns the strip of land where all the cars park was also requested. Clerk to investigate.

MINUTES

22.152 Apologies for Absence

Apologies were received and accepted from Councillor Hacker. Wiltshire Councillor Bucknell and Councillor Suleman arrived at end of Minute Reference 22.156, prior to the Parish meeting they had both attended the Local Highway & Footway Improvement Group (LHFIG) meeting

22.153 Declarations of Interest and Dispensation Requests

Name	Min. Ref.	Type	Nature of Interest	Action
Cllr Hill -Wheeler	22.159	Non-pecuniary	Planning application PL2023/00652	Did not take part in discussions and did not vote
Cllr Sharp	22.159	Non-pecuniary	Planning application PL2023/00181 Neighbouring property	Did not take part in discussions and did not vote

No requests for Dispensations had been received.

22.154 Chairman's Announcements

- The Chairman asked Members to consider moving the WC Councillor's update and Planning Applications further up proceedings, as Wiltshire Councillor Bucknell was attended the Local Highway and Footpath Improvement Group meeting. Members unanimously APPROVED the request.
- The Council has three vacancies, if anyone is interested to contact the Clerk
- Repairs continue at the Jubilee Club House
- Thanks were given to the Resident who reported the water leak at the Cemetery.

22.155 Minutes

Members considered the minutes of the Parish meeting held on 11 January 2023. A small amendment to minute reference 22.146 was made. The minutes of the meeting were ADOPTED as a true record and signed by the Chairman.

22.156 Clerk's Report

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. Oct - Confirmed only paint required – Clerk to purchase
183.21 – Dogs on Playing Fields Agreed to revisit the current signage (relating to dogs) to investigate further how to manage dogs on the field area

PQT – 7 April (b) and 22 June 2022 (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. UPDATE: The creation of a footpath at this location was originally agreed in 10 phases by CATG. Phases 1 -4 were completed in 2017-2018. The Clerk has contacted WC regarding the instigation of phases 5 – 10, which would connect Lydiard Green to the rest of the village. Further information and details of the scheme to be found, the resident who originally made the request was present and he will look at the information he has. Update: Cllr Hill-Wheeler supplied information from CATG archives and a LMPC report regarding phases 1-4, no information for phases 5-10 has been found. Council minutes of 3 Jan and 4 July 2013 there is mention of the project, further background information is being looked for.
22.41 The Mews - RESOLVED: - 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 budget of a maximum of £350 met from professional fees Councillor Hill-Wheeler to work with the Clerk to take this forward Letter and copy documents sent – Feb Update: Solicitors confirm Land Registry still have a backlog, applications are taking a while to process. - Councillors to visit the site, to be arranged, following visit to obtain feedback from residents
22.63 Footpaths Members agreed to have a dedicated Footpath Group page website to show work completed/ planned, and to ask residents to advise the Group of footpath issues. To be actioned by Councillors.
22.81 War Memorial Clock Members resolved to take over the responsibility for the funds to hold for the maintenance of the War Memorial Clock. Once the transfer of funds has been completed to consider the purchase of a back up battery to cover breaks in power supply. Funds received. Agenda Item - AGREED to CLOSE.
22.82 Footpath Working Party - Clerk liaising with WC, regarding permissions required for tree works. UPDATE: Cllr Allsop and Clerk met Tree Surgeon, his advice has been submitted to WC for consideration. - WC has been contacted regarding land management and the sowing of seeds. The Head of WC Natural and Historic Environment Department has acknowledged the request and the Department will be in contact soon. - Clearer signage and additional signs have been requested from Wiltshire Council. Working Party to move forward with information for notice board content, feedback requested from residents on Lydiard Millicent WW2 history.
22.106 Lloyds and Unity Accounts Members resolved to close the Lloyds Account, moving funds to the Unity Account and apply for a Unity MultiPay card. Update: all direct debits cancelled and application for Unity card is in progress.
22.107 Community Emergency Plan Members agreed to write a new Community Emergency Plan with all Members contributing to the document, Councillor Hill-Wheeler leading on the updating process.
PQT from 30 November Councillor Allsop asked on behalf of a Parishioner if the light in the telephone box (used as a library) as it is lit 24 hours a day, could it be turned off or time reduced. Clerk to investigate and report back – no update available
22.126 – Noticeboards have been received and are in place. Members gave thanks to the Handyman for his excellent installation work. AGREED to CLOSE. 22.129 - Spot mirror due w.c.27 Feb, 5mph signs x 2,1 x children/pedestrian sign outstanding. 22.130 - CCTV installation due in March

Potholes

During December there were 900 potholes reported to Wiltshire Council (WC) and between 1st – 23rd January there were over 3,600. WC is prioritising the deepest potholes and those on the busiest roads and are re-deploying staff as best as possible to meet the current demands.

Parishes and residents are encouraged to continue to report potholes through the My Wiltshire app. WC are making efforts to improve the communications and information available to those who report via the app, to ensure they understand what action has or will be taken.

Wiltshire Council Streetscene

The new Streetscene contract which is for urban grounds and street cleansing commenced on 1st February. This contract offers an overall £400k saving resulting from moving to an outcome contract and has some new specifications requiring grounds maintenance to increase the biodiversity provision, with reactive cleansing times reduced to speed the removal of litter and fly tips. However, the WC's contractor is required to clear litter and fly tips within 8 days (unless

special arrangements are required) to ensure WC's statutory and policy commitments are met. Please report through the My Wiltshire app

Flooding and Emergency Planning

WC encourages parishes to ensure they have a current flood plan together and have flood wardens in place. WC can help assess parishes flood risk and the properties that might be vulnerable to flooding. There are two Operational Flood Working Groups that parishes can engage with. There is funding that parishes can access for items such as pumps, walkie talkies and generators.

Wiltshire Councillor Bucknell and Councillor Suleman joined the meeting

22.157 **Wiltshire Councillor Report**

- No further update on the Restrop planning application, but decision is imminent
- He has chased Enforcement regarding the Land at Lydiard Green (application 20/03231/FUL-19/00505/ENF) but there is no further update
- Wiltshire Council approved a precept increase of 7% and the Police increase is £15 per year on a Band D property
- The new Wiltshire Chief Constable, Commander Catherine Roper has been appointed.
- Planning applications – departmental resources have increased and changes have resulted in a faster turnover of applications.

Standing Orders were Suspending to allow the resident who asked a question in Public Question time to speak. Wiltshire Councillor Bucknell, asked the resident to ask his neighbour to contact him to discuss further. Standing Orders were Re-instated.

22.158 **Financial Accounts**

Members:

- NOTED and APPROVED the expenditure report for 1 January to 22 February 2023
- NOTED and APPROVED the income report to 31 January 2023
- NOTED and AUTHORISED the list of payments
- NOTE the 3rd Quarterly report

22.159 **Planning Applications**

Members NOTED the following Wiltshire Council decision to approve with conditions.

Application: PL/2021/06519 – Full Planning Permission	Applicant Name: Mr F Lee
Address: Purdy's Farm, Wood Lane, Braydon, SN5 0AH	Decision: Approved with Conditions
Proposal: Change of use of land to provide an extension to existing Gypsy / Traveller site	
Application: PL/2022/09465 - Lawful Development Certificate for an Existing Use	
Applicant Name: Mr A Pett	Address: Riffs Bar, Greatfield, SN4 8EQ
Proposal: Certificate of lawfulness for use of property as a single dwelling house and surrounding land as residential curtilage	Decision: Approved
Application: PL/2022/09390 - Householder Application	Applicant Name: J Burley
Address: 3 Chestnut Springs, Lydiard Millicent, SN5 3NA	Proposal: A single storey rear extension
	Decision: Approved with Conditions
Application: PL/2022/09409 - Householder Application	Applicant Name: J Burley
Address: 3 Chestnut Springs, Lydiard Millicent, SN5 3NA	
Proposal: A loft conversion to include dormer and roof window	Decision: Approved with Conditions
Application: PL/2022/03264 - Full Planning Permission	Applicant Name: Mr P Farrall
Address: 2 Wood Lane, Braydon, SN5 0AH	Decision: Refused
Proposal: Erection of a detached Scandinavian style wooden cabin - to be used for additional accommodation for family and also occasional Holiday let	
Application: PL/2022/07737 - Householder Application	Applicant Name: Mr Short
Address: 5 Washpool, SN5 3PN	Proposal: Single Storey Rear Extension
Decision: Approve with Conditions	

Members NOTED the report and CONSIDERED the following applications:

Application: PL/2023/00416 - Householder Application	Applicant Name: L Liu
Address: 84 Chestnut Springs, Lydiard Millicent, SN5 3NB	
Proposal: Loft conversion with two pitched roof dormers to the front, one flat roof dormer to the rear	
Members RESOLVED to make NO OBJECTION.	
Application: PL/2023/00181 - Householder Application	Applicant: Mr K Thomas
Address: 3 The Orchard, Lydiard Millicent, SN5 3NR	Proposal: Single Storey Rear Extension

Members RESOLVED to make NO OBJECTION.	
Application: PL/2023/00652 - Proposed Works to Trees in a Conservation Area Applicant Name: I Hill Address: Longhouse, 1 Lydiard Green, Lydiard Millicent, SN5 3LP Proposal: Weeping Willow tree, Remove the dead wood from within the tree canopy to prevent injury from falling branches, a maximum 20% crown reduction to rebalance the tree.	
Members RESOLVED to make NO OBJECTION.	
Application: PL/2023/00424 - Full Planning Permission Applicant Name: Mr E Keogh Address: Land at Washpool, SN5 3PN Proposal: Demolition of various outbuildings and erection of a 3-bedroom detached dwelling and associated works (Revised re-submission)	
A previous application made in October 2018 (18/00086/FUL) was refused because of bulk in the street scene and danger at Washpool Bridge. Access to this property would disrupt amenities of current local residents, and be very close to Washpool Bridge, a very narrow bridge on a bend, so would constitute a hazard for anyone entering or leaving the proposed property and existing residents. No room is allowed for any visitors to park, this would constitute a hazard outside the proposed property. This application contravenes the Neighbourhood Plan regarding Street Scene and cannot be regarded as infill as it is not between other properties but adjacent to fields on two sides. Members RESOLVED to OBJECT and REQUESTED a CALL IN by Wiltshire Councillor Bucknell.	
Application: PL/2023/00612 - Householder Application Address: 2 Linden Way, SN5 5DE Applicant Name: Terrence Hutchinson Design Proposal: Side Extension Above Existing Double Garage	
Members RESOLVED to make NO OBJECTION	
Application: PL/2022/08382 - Removal or Variation of a Condition Applicant Name: Mr P Frattini Address: Casa Paolo, Purton, SN5 5JX Proposal: Variation of Condition 2 of 19/09567/FUL in Relation to Amendments of Approved Plans	
Members REQUESTED an extension for comments as the documents are not on the portal	
Application: PL/2023/01188 - Notification of proposed works to trees in a conservation area Applicant Name: Holmes Address: Manor House, Church Place, Lydiard Millicent, SN5 3LS Proposal: H1 - Conifer hedge in rear garden: Reduce the height back to previous points (approximately 50%) to improve appearance, reduce encroachment onto neighbours and enable easier future works to maintain as a hedge. Also remove approximately nine smaller suppressed stems (about 4 inches in diameter) with low vitality to enable re-planting.	
Application: PL/2023/01014 - Consent under Tree Preservation Orders Applicant Name: Holmes Address: Manor House, Church Place, Lydiard Millicent, SN5 3LS Proposal: T1 - Yew in rear garden: Crown raise to a height of 2.5 metres, prune back mid crown by up to 2 metres to improve appearance and reduce encroachment onto gardens	
Members RESOLVED to make NO OBJECTIONS to both Manor House applications	

22.160 **Parish Council Signage**

Members NOTED the report and considered the replacement of the two damaged signs at Lydiard Green and Greatfield. Members APPROVED replacements at a cost of £240.00 (two hundred and forty pounds) met from EMR Parish Projects.

Members CONSIDERED and APPROVED the request to re-site the Lydiard Green signs to a new position as the current position makes it prone to damage.

22.161 **Play Area Inspection**

Members NOTED the full inspection report and the Inspection Summary Report. Members NOTED that two pieces of equipment classed as at moderate risk have been decommissioned. Members CONSIDERED and DELEGATED to the Clerk and Handyman to investigate the cost of replacing the bark with a different surface and to obtain quotes for repair/replacement of equipment

Members APPROVED a repair to the area around the gate at a cost of £20 (twenty pounds) met from the Play Equipment Maintenance budget. Members gave thanks to the Handyman for his work in keeping the Play Area in good condition.

Members considered and ADOPTED an Enclosed Play Area Management Policy.

22.162 **War Memorial Clock**
Members NOTED that the War Memorial Clock funds of £4017.81 have now been transferred to the Parish Council, and a £40.00 donation has also been received. Members considered the request to release funds for a back up battery, at a cost of around £600. The back up battery is required to address the issue of breaks in power supply. It is not urgent or necessary, but would make upkeep of the clock easier. Due to the time lapse of 5 months, since the request was made, Members RESOLVED to release funds of up to £700 (seven hundred pounds) met from the War Memorial Clock Funds.
The Chairman and the Clerk are meeting with the Parochial Church Council to discuss future management of the funds.

22.163 **Local Highway and Footpath Improvement Group (LHFIG)**
Members NOTED the applications received, all requiring Parish Council approval before submission to LHFIG.

- The Traffic Survey forms submitted were for Speedwatch locations for the hand-held camera positions at Greatfield, Holborn, Lydiard Green, Stone Lane and The Beeches. For various reasons no Speedwatch readings were received for a year. To enable Speedwatch to operate again new traffic surveys need to take place at each site where recording is required. The Speedwatch volunteers will be trained by the Police Speedwatch Team. Going forward Lydiard Millicent Speedwatch and the Speed Indicator Devices will be a joint initiative. Members considered and APPROVED the locations and forms.
- Members considered and APPROVED the Highways Improvement Request Form for the Caso Palo Area. Members had approved the raising of the request at the last meeting.
- Members considered and APPROVED the Highways Improvement Request Form submitted by All Saints Church PCC for traffic measures to reduce speeding
- At the last meeting, Members approved the raising of a Traffic Survey Request Form to enable a traffic survey metrocount to take place at Greenhill, to monitor speeds before a Speed Indicator Device (SID) can be installed. Members APPROVED the form.
- Members NOTED that at the last meeting a fixed pole was requested at Greenhill for the SID, LHFIG have confirmed only a removeable pole will be permitted.

22.164 **Parish Meetings and Annual Parish Meeting**
Members NOTED the report and following discussions, Members AGREED that the Jubilee Club House was not a preferred venue. Discussion to take place with Parish Hall to see if one Thursday a month could become available. The local school has been contacted as an option. Members APPROVED the 11 May 2023 for the Annual Parish Meeting, Annual Meeting of the Council and a Parish Meeting, if the Parish Hall can be made available. To be discussed further at the next meeting.

22.165 **Website Report**
Members NOTED the report. Councillor Westwood has temporarily taken on the role of Webmaster, but this will be passed to the new Administrator when in post. Members APPROVED the draft Website Policy, and RESOLVED to form a Communications Working Group (as described in the policy document), Councillors Westwood, Hill-Wheeler, Selwood and Sulman volunteered to form the Group.

22.166 **Wiltshire Council Information** – Members NOTED:

- a. Briefing Note 23-03 - End of COVID19 Vaccine Booster Campaign
- b. Briefing Note 23-01-Use of council-owned land for environmental mitigation
- c. The invitation to attend a Climate Action Planning Workshop. Councillor Allsop was interested in the workshop but was unable to attend both parts.

22.167 **King's Coronation**
Members NOTED the report, and following discussions agreed not to hold an event, over the Coronation weekend. A Working Group was APPROVED, Councillors Allsop, Hill-Wheeler, Selwood and Westwood volunteered to join. The Working Party will be looking at Coronation memorabilia and at producing a newsletter to coincide with the Coronation and the Annual Parish Meeting. Group's report to be presented to next Parish meeting on 29 March.

Wiltshire Councillor Bucknell left the meeting

22.168 **National Planning Policy Framework & Levelling Up and Regeneration Bill**

Members NOTED the newsletter received, from the company who assisted with the Council with the Neighbourhood Plan. Councillor Sharp volunteered to read the information in more depth and report back at the next Parish meeting.

Two members of the Public left the meeting

22.169 **Council and Community Representatives** - Members RECEIVED the following updates:

Area Board - Cllr Allsop attended the 18 January meeting, Members NOTED:
• RWB Environment Trust have an infrared camera which they are using to help people identify areas of heat loss in their home, it is available to borrow. • Wiltshire Fire and Rescue has problems recruiting part time/on call fire fighters, as many people no longer work in the area they live in. • Hybrid car/Electric Vehicles batteries – cannot use water to extinguish fires, as could re-ignite the battery. Once extinguished, the Police are asked to leave them away from anything else for at least 24 hours. • Wiltshire Police are keen to hold a road safety campaign with schools re parking etc.
Local Highway & Footway Improvement Group LHFIG - Cllrs Purcell and Suleman: Councillor Suleman reported that he attended The Elms/Washpool site with the WC Engineer Steve Hinds. Agreement reached that signs need to be modified, but on the half of the road controlled by Swindon Borough Council. A proposal from Steve Hinds should be presented in 2-3 weeks time, he will speak with the Area Highway Engineer for Northern Wiltshire, Martin Cook, and contact is to be made with Swindon Borough Council.
Community Carers Group - Cllr Hacker was not present – Clerk to send to Councillors the 25 January meeting notes. Next meeting 26 April.
Community Safety Forum - Cllr Sharp: No Update
Environmental Forum – Councillors Purcell and Suleman: - No report
Footpath Volunteer Group – Councillor Allsop: - No report
Neighbourhood Watch (NHW) - Cllr Sharp: PCSO's attended the Community Consultation held on 16 February, despite posters on all noticeboards, only one person attended. PCSO Beasley when on duty will attend a Parish meeting. Sheep were attacked by a dog at Holborn, the Police were in attendance.
Parish Hall - Cllr Allsop: Mr Wheeler will be stepping down at the AGM. as Treasurer, Mr Sharp and Mrs Allsop have agreed to cover until a replacement comes forward.
Events: April 10 – Easter Hot Cross Buns and May 8 - Coronation Afternoon Tea.
Speed Indication Devices (SIDs) - update under 22.163
Speedwatch and Lorry Watch Cllr Sharp: update under 22.163
Website – No report – update under 22.165

1 Member of the Public left the meeting

22.170 **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.

22.172 **Staff Issues**

Members considered the training requests and APPROVED training for Staff and set a budget not exceeding £700 (seven hundred pounds) met from the Training budget.

22.171 **Land Issues**

Members received a verbal update from Councillor Allsop. The Solicitor was unable to provide a report for the meeting, Clerk to make enquiries regarding the status of the land registry request. Members to consider response to the enquiries at the next meeting. It was confirmed that the land under query in Beech Drive/Linden Way belongs to Swindon Borough Council.

Meeting Closed at 8.41pm