

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

Councillors Present:

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

Others in Attendance: No Members of the Public were present

Meeting Clerk: Tina Jones

Public and Councillor Question Time:

- a. Councillor Allsop asked on behalf of a Parishioner if the Christmas lights could be switched off during the day, at the moment they are on 24 hours. Councillor Sharp explained there is an issue with the timer which is being rectified.
- b. 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.
- c. Councillor Purcell asked on behalf of a Parishioner if something could be done in regard to the speeding traffic at the crossing point on the Purton Road, the junction from The Ridgeway Farm development to the mini roundabout near to what was the Caso Palo restaurant. As people crossing there cannot see around the bend and there are no barriers in place, but there are barriers if you cross from Ash Close. Members suggested that Councillor Purcell discussed the issue with Councillor Curtis as representative to LHFIG. The Clerk to report issue to local PCSO. Councillor Sharp to note as a possible site for the speed camera.
- d. Councillor Purcell asked on behalf of a Parishioner if the grassed area between Linden Way/Ash Close (end of Beech Drive), could be tidied up, it used to be cut regularly but it is now overgrown with lots of overhanging branches. The Clerk to ask the Parish Handyman to look at the area.

MINUTES

22.115 Apologies for Absence

Apologies were received and accepted from Councillors Curtis, Hacker, Hill-Wheeler and Suleman.

22.116 Declarations of Interest and Dispensation Requests

Name	Min. Ref.	Type	Nature of Interest	Action
Cllr Allsop	22.124	Non-pecuniary	Planning application PL2022/08003 Neighbouring property	Did not take part in discussions and did not vote

No requests for Dispensations had been received.

22.117 Chairman's Announcements

- The Council can now co-opt a Councillor to replace Councillor Gregory.
- Following the resignation of Patrick Cole, the Council has a further vacancy. Patrick was thanked for all the work he had done for the Council and the Chairman stated that he will be missed.
- Those present were wished a Merry Christmas.

22.118 Minutes

Members considered the minutes of the Parish meeting held on 26 October 2022. Since the draft minutes were in the Parish magazine amendments have been made to minute references 22.111 and 22.112. The minutes of the meeting were ADOPTED as a true record and were signed by the Chairman.

22.119 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. Oct - Confirmed only paint required – Clerk to purchase
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.
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.
280.21 Jubilee Club House - Health and Safety Members resolved to purchase and install a blind spot mirror at a cost of up to £75.00 from the JCH maintenance budget. Handyman to look at the options available. CLOSED see Minute Reference 22.129
22.38 Jubilee Club House DELEGATED to Clerk to investigate the provision of CCTV, an intruder alarm, complete the purchase of plates, costs met from JCH small equipment renewals budget. Plates received. CLOSED see Minute Reference 22.133
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 – Update Solicitors confirm work is progressing - Councillors to visit the site, to be arranged, following visit to obtain feedback from residents
22.46 Parish Noticeboards Resolved to set a budget of £2000 funded by CIL Funds, to relocate and replace noticeboards delegated to Councillor Allsop, the Handyman and Clerk, change of design new quote requested - CLOSED see Minute Reference 22.126
PQT from 22 June A resident asked if action had taken place regarding the overhanging branches by the bus stop at Bagbury Park. Letters sent to businesses. New request sent to WC – Parish Steward has attended and removed the branches. CLOSED
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 the Parish Council will consider the purchase of a back up battery to cover breaks in power supply. Update: Transfer in progress.
22.82 Footpath Working Party - Photographs of trees to be taken, the Clerk to then liaise with WC, regarding tree management and permissions required for tree works. Liaison ongoing with WC. - Clerk to contact WC, regarding land management and the sowing of seeds. Waiting response - Clearer signage and additional signs to be obtained 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: cancellation of direct debits and application for Unity card are in progress
22.107 Community Emergency Plan Members agreed to write a new Community Emergency Plan with all Members contributing to the document, with Councillor Hill-Wheeler leading on the updating process.
Clerks Report covering all previous requests for action - with current status
39.21 Office Equipment A budget of £1000 to purchase: Office 365, Laptop, Monitor, Full Size Keyboard and mouse, quote for chair required. Ongoing

22.120 Financial Accounts

Members:

- NOTED and APPROVED the expenditure report covering October and November 2022
- NOTED and APPROVED the income report to 31 October 2022

AUTHORISED the list of payments

Members NOTED and APPROVED the recommendation from the Personnel Committee regarding the National Joint Council agreement that all employees will receive an increase of a flat rate payment on each scale point of £1925 with effect from 1 April 2022.

22.121 Meet the Councillors Event

Members NOTED the summary from Councillor Westwood following the 20 November event: Local organisations attended the session, along with a number of Councillors. Free refreshments were provided. A display showing items that had been achieved over the past year, and a second display for input of ideas for the new year. Approximately 10 members of the public attended, compared to over 40 last year, which was disappointing however the feedback from the visitors and the organisations that attended was very positive. It is not clear why the turn-out was relatively poor, maybe it was because it was a Sunday or simply that there were some issues relating to the Council in the public domain last year, and these have all been addressed. Members AGREED it would be better to hold the event on a Saturday and possibly in September. Clerk to factor into annual calendar.

22.122 Stone Lane Road Carriageway Works

Members NOTED that asphalt patch repairs, adjustment of ironwork, reinstatement of road markings and associated maintenance works were carried out 21st – 24th November.

22.123 National Grid – Priority Services Register

Members NOTED the opportunity to sign up for the register. Service to be promoted via the Council's website and Facebook page. Clerk to send information to the Lydiards magazine.

22.124 Planning Applications

Members NOTED the Inspectorate decision to dismiss the appeal re: 38 Stone Lane SN5 3LD, regarding planning application PL/2021/04439, dated 28 April 2021, and refused by notice dated 3 February 2022. The proposal was to change of use of section of agricultural land to residential

Members NOTED the following Wiltshire Council Decisions

Application Ref PL/2022/06357 - Householder Application Address: 6 Park View Drive, Lydiard Millicent, SN5 3LX Proposal: Single storey front and rear extension.	Applicant Name: Mr & Mrs Hennessy Decision: Approved with Conditions
Application Ref PL/2022/06506 - Householder Application Address: 14 Chestnut Springs, Lydiard Millicent, SN5 3NA Proposal: Single Storey Rear Extension & Associated Work	Applicant Name: Mr & Mrs Webb Decision: Approved with Conditions

Members CONSIDERED the following applications:

Full Planning Application PL/2022/08003	Applicant: Mr and Mrs Wason Address: Brockhurst Stables, Greenhill, SN4 8EH Proposal: Erection of replacement dwelling in lieu of existing sanctioned replacement dwelling and residential conversion.
This application appears to improve the visual aspect. The proposed building replaces existing that will be demolished. Members RESOLVED to make NO OBJECTION	
Householder Application PL/2022/07981	Applicant: Miss Allen Address: 3 Greatfield Nr Royal Wootton Bassett SN4 8EQ Proposal: Retrospective First Floor Rear Extension with 3 no Gables
There is no public or visual impact and it is on a large plot. The work was completed in 2020 the extension is rear facing and not intrusive. Members RESOLVED to make NO OBJECTION.	
Householder Application PL/2022/08028	Applicant: Mr Ramsden Address: 4 Linden Way, Swindon, SN5 5DE Proposal: Install a timber framed shed. The shed will sit on a concrete base of the same dimensions as the shed
Although this appears to be simply the erection of a timber shed, the dimensions are up to 1 st floor level and base dimensions are 3.0m x 4.8m, which is quite large and will affect the aesthetics of the street scene. Members RESOLVED to OBJECT on the grounds that it would have visual impact on the street scene.	

22.125 Charging Review

Members considered the information received, following discussions, Members RESOLVED to:

- Keep the football fees at the same level for the 2023-2024 season
- Keep the cricket fees at the same level for the 2023 season, with a meeting to be arranged with the teams advising that the standard of field maintenance will remain the same as for the 2022 season, as fees are not being increased.
- Fees to regular users of the main hall at the Jubilee Club House to be increased to £18.00 per session, applicable from 1 April 2023.
- Casual user hire for the main hall is to be discussed in more detail in the New Year.

22.126 Parish Noticeboards

Members NOTED the updated quote, the spare posts the Council has in stock will not support the weight of the new board. After investigation the board at the Cemetery would be more useful if it was slightly larger and of the same design as the one in front of the Parish Hall. Since the original quote the delivery cost has increased. Following discussions, Members RESOLVED to accept the recommendations at a total cost of £729 (seven hundred and twenty-nine pounds, with the cost met from CIL Funds.

22.127 Cemetery Fees

Members NOTED the report and following discussions RESOLVED to increase burial fees from 1st April 2023.

Description	Full Burial	Cremated Remains
Grant of Exclusive Rights	£300.00	£200.00
Interment over 18 years	£300.00	£200.00
Interment of ashes – full	n/a	£210.00
Memorials		
Right to Erect a Headstone or Flat Stone		185.00
Replacements		125.00
Additional Inscription		105.00
Cleaning, Re-leading or Repairing		105.00

22.128 Draft 2023-2024 Precept

Members NOTED the draft precept as presented. Councillor Westwood explained that the cleaning contract was coming to an end in 2023 and the Personnel Committee would be meeting to discuss options. An allocation had been included for a new part time member of staff to take over the roles currently undertaken by Councillors and to assist the Clerk. Members were asked to contact the Clerk if there were any other items that should be considered for inclusion/exclusion as soon as possible. The precept will be set at the January Parish meeting.

22.129 JCH Health and Safety

Members NOTED the information from the Parish Handyman regarding the provision of a blind spot mirror. There are two options available ranging from £77 - £191. It would also be better to have it mounted on a post which is approximately £100. After discussion, Members RESOLVED to increase the agreed budget to £391 (three hundred and ninety-one pounds) met from General Reserves. Councillor Selwood agreed to work with the Parish Handyman to ascertain the best option for the location. Members AUTHORISED the purchase of two road safety signs at a maximum cost of £200.00 (two hundred pounds) met from General Reserves, depicting a 5mph speed limit with a warning of children and pedestrians walking in the area.

22.130 Footpath Working Party

Members RECEIVED a verbal update from Councillor Allsop: The Working Party attended a site visit/meeting, Working Party members:

- Better signage is needed for the footpath past number 8.
- Owners of Nos 7 and 8 have mowed the area because they were fed up with it not being tended. The green is on the schedule of works, so should be mowed and maintained regularly. This needs to be more tightly monitored, for example, by the Handyman inspecting on a weekly basis, and payment to the contractor to be made only when satisfied work has been completed.

- Clerk to seek report on cutting back the ash tree at the front, or possibly removing it, and removing the spruce tree. In addition, to apply for the necessary consents as the trees are in a conservation area.
- Request Handyman to monitor drainage of footpath and clear ditch if it becomes a problem, particularly after heavy rain.
- Issue of fence to be progressed separately.
- WC Countryside Access Officer had offered tarmac scrapings from when roads are repaired. Councillor Richard was concerned that this could be contaminated with oil etc and might not be suitable especially near water courses so would need some checked.
- Clerk to contact WC Countryside Access Officer to ask for two footpath signs and posts and to check hardcore issue.

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

Area Board - Cllr Westwood: the next meeting is on 18 th January in in Purton.
Local Highway & Footway Improvement Groups LHFIG - Cllrs Curtis and Suleman: Next meeting is via Teams on 7 December. POST MEETING: moved to 14 December.
Community Carers Group - Cllr Hacker: No report
Community Safety Forum - Cllr Sharp: No report
Environmental Forum – Councillors Purcell and Suleman: - No report
Footpath Volunteer Group – Councillor Allsop: - No report
Neighbourhood Watch (NHW) - Cllr Sharp: No report
Parish Hall - Cllr Allsop: No report
Speed Indication Devices (SIDs) - Cllr Sharp supplied the latest readings: Stone Lane (40mph limit) - maximum speed recorded 88mph Washpool (from The Elms) (30mph limit) - maximum speed recorded 62mph Greatfield (from Hook) (30mph limit) - maximum speed recorded 64mph 20% of vehicles using Washpool are travelling over the speed limit.
Speedwatch and Lorry Watch Cllr Sharp: No report
Website - Cllr Curtis – No report

22.132 **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.

22.133 **Jubilee Club House**

Members considered the quotes received for CCTV, after discussions, Members RESOLVED to accept Quote B for £3536.00 (three thousand, five hundred and thirty-six pounds), costs met from General Reserves with the annual maintenance/support package of £605 (six hundred and five pounds). Members AGREED that the installation of a standalone alarm was not required. Members RESOLVED to accept the quote to switch to maintained emergency lighting in some areas and to install a twin socket outlet in the loft for £200.00 (two hundred pounds) met from General Reserves.

22.134 **Land Issues**

Members received a verbal update from Councillor Allsop. The Solicitor has sent a letter, discussions to take place with the Solicitor.

Meeting Closed at 8.31pm