

LYDIARD MILLICENT PARISH COUNCIL MEETING
13 January 2022
held in the Parish Hall
at 7:30pm

Councillors Present:

Cllr D Harden (Chairman)	Cllr M Allsop (Vice-Chairman)	Cllr L Curtis	Cllr B Gregory
Cllr C Hacker	Cllr S Hill-Wheeler	Cllr R Selwood	Cllr M Sharp
Cllr S Westwood			

Others in Attendance: Wiltshire Councillor S Bucknell and 14 members of the public.

Meeting Clerk: Tina Jones PSLCC

Public Question Time:

Hilldrop Farm, Greenhill

Residents asked if anything could be done regarding the constant dog barking coming from Hilldrop Farm, where greyhounds are being kept. WC Councillor Bucknell advised that nearby residents could start keeping a log of what noise they can hear, when and what impact it had on them. A form is available on the Wiltshire Council website or by contacting the Parish Clerk.

Planning Application PL/2022/00239 on Land East of Restrop Road, Lydiard Green

Residents raised their concerns regarding the application for Full Planning Permission for the 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 package sewage treatment plant. Those present were advised to make their comments as individuals (as a petition would only count as one comment) to the Wiltshire Council Planning Department. Comments should be based on Planning Reasons, such as highway safety, visibility, visual amenities, blending into background, also if there are factual inaccuracies in the application. Residents were advised to look at the Lydiard Millicent Neighbourhood Plan as it refers to various planning considerations and these may be taken into consideration by the Planning Authority if appropriate. The Parish Council agreed to put links and information on the Council website to help residents formulate their responses. The Parish Council will be considering this application at the Parish Meeting to be held on the 3 February. Residents have until the 10 February to raise their concerns.

Lydiard Green Footpath

A resident asked if the Community Area Transport Group (CATG) could be approached to finish the Lydiard Green footpath started in 2013, that was to be created in 10 phases. Phases 1-4 has been completed, but phases 5 -10 need to be done to complete the path from Bagbury Industrial Park to bottom of Greensend. He asked if the Council could investigate. The Councillors present were not aware of this project, the Resident agreed to pass additional information to the Council.

Land Ownership and Pot Holes at Greatfield.

A resident raised concerns regarding the crown of the road and potholes by his property, which forces vehicles into the side. WC Councillor Bucknell offered to look in to the issues raised and took the gentleman's details.

Meadow Springs

A resident requested an update on the adoption of land between The Mews and Meadow Springs. The Parish Clerk advised that the Council were working through the adoption process.

Bonfires

A resident asked if something could be done in regarding the regular burning of waste, as the smoke blows across their properties, WC Councillor Bucknell advised that the residents affected should report it via the MyWilts app. He asked that residents contact him if they do not receive a response.

3 Members of the Public left the Meeting.

MINUTES

206.21 Appointment of Clerk and Responsible Finance Officer

Members unanimously RESOLVED to ratify the appointment of Tina Jones as Clerk and Responsible Finance Officer.

- 207.21 **Apologies for Absence**
Members RECEIVED apologies from Councillors Clarke and Cole and Mr C Tydeman - Parish Handyman.
Members unanimously APPROVED Councillor's Clarke request for a leave of absence from Council meetings until July 2022.
- 208.21 **Declarations of Interest and Dispensations**
- | Name | Minute Ref: | Type | Nature of Interest | Action |
|--------------|-------------|-----------------|-------------------------|--|
| Cllr Allsop | 217.21b | Non - Pecuniary | Applicant known to them | Did not take part in discussions, did not vote |
| Cllr Curtis | 217.21b | Non - Pecuniary | Applicant known to them | Did not take part in discussions, did not vote |
| Cllr Gregory | 217.21b | Non - Pecuniary | Applicant known to them | Did not take part in discussions, did not vote |
- There were no other declarations made and no requests for dispensations.
- 209.21 **Chairman's Announcements**
On behalf of the Council he welcomed Tina, as the new Clerk to the Council, he gave thanks to Kate Houlihan who was the Interim Responsible Finance Officer and to Councillor Westwood for all of their finance and end of year work.
- 210.21 **Minutes**
Members considered the minutes of the meeting held on 2 December 2021. The minutes of the meeting were ADOPTED as a true record of the meeting and were signed by the Chairman.
- 211.21 **Wiltshire Councillor Report**
Members RECEIVED a verbal report – Main Points were:
- There is no update on the bus service, hopefully funds will be available in 2022-2023.
 - Community Speedwatch, updated on the new cameras which all have auto number plate recognition capabilities.
 - Platinum Jubilee Plans – this will be discussed at March Area Board, on Parish Councils February agenda for discussion.
 - He has sent the Climate Change Toolkit to the Council and he is happy to advise. The Chairman thanked him, but at the moment the Parish Council is not in a position to take forward.
- 212.21 **Clerk and Handyman Reports**
Members RECEIVED the following report from the Clerk and NOTED the Handyman's Report
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| 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 |
| 158.21 Electronic Burial System
Agreed, installation to be arranged. Ongoing |
| 159.21 Jubilee Club House
Up to £1000 allocated to replace kitchenware, and to purchase and install a continuous fill hot water urn – ongoing. |
| 181.21 Broadband and Telephone
Resolved to move to a 12 month PAYG basic broadband package for Jubilee Club House, at an approximate cost of £22.00 per month and move the Clerk's phone to a 12-month SIM only contract with a higher data allowance, approx cost of £8 per month. Ongoing |
| 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 |
| 185.21 – Land Deeds and Terrier - Resolved to:
a. Further research into the use of the land, to better define its boundary, and to bring a recommendation for the protection of this asset back to the next Council meeting. |

b. Nominated Councillors explore the best way to facilitate access to the footpath with the ROW Officer from Wiltshire Council. c. The Handyman, or contractor, carry out basic tidying-up maintenance to the green and footpath. Handyman to survey informally the area, assess what work may be required routinely and to report back to the next meeting. d. Nominated Councillors discuss with neighbouring residents the Council's plans for b & c above, and to listen to their views.
200.21 Community Meeting From the information gathered at the Community Meeting, the top issues were footpaths, benches and stiles. The formation of a working party, possible clearance of overgrowth by Handyman/Volunteers, check all footpaths are accessible, repair of stiles, digital map of footpaths, noticeboard displaying footpaths and other POI. Creating a safe footpath across the field adjacent to the Parish Hall across the 'Neighbourhood Field'. The Council to consider using funds from the ear marked reserves set aside for Parish Projects. Clerk to check ownership of stiles with WC Countryside Access Officer. Deferred to February meeting.
201.21 Right of Way - LMIL60 (by Parish Hall) The WC Countryside Access Officer advised WC has a duty to make sure that the legal users (pedestrians) of the footpath are safe. Therefore, WC would not repair it to the same standards as the users of the Village Hall and Cemetery would require. Members advised that a lady had had a bad fall due to the potholes. Members requested the Clerk obtains costs to make good, fill in potholes, and report the residents fall to the Countryside Access Officer as a H & S concern for pedestrians. Update: WC advised of the incident, and have made good the potholes. 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 old play equipment (since this decision the equipment now decommissioned). In 2020, the Council earmarked £15k to upgrade. For discussion at the Community Meeting for feedback from Residents. Ongoing
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. This should be carried out professionally, with appropriate legal advice being taken. The Clerk is instructed to work with the Councils solicitor and recently sent some requested information.
20.20 Speed Indicator Devices A budget was set of £7,500, Clerk to bring this project to a successful conclusion. Who has responsibility for them? Clerk to provide report. Ongoing
28.20 Parish Resilience Plan Parish Clerk to locate the Parish Resilience Plan drawn up in 2007ish, to be updated. Members requested Clerk to investigate.
31.21 Footpath Grant Footpath grant is currently in CIL - potentially to be returned to Wiltshire Council. Contact made waiting on outcome.
20.21/33.21 Review of Cemetery Regulations. Ongoing
39.21 Office Equipment Agreed to purchase Laminator, Laptop, Monitor, Full Size Keyboard, Chair, Doorbell, Fireproof Safe. Ongoing
56.21 Asset Register Additions Add Lydiard Green Village Green land to the Asset Register. Ensure that Lydiard Plain and JCH recreation ground are on the asset register (as per 28 April email). Update Asset register and detail value, maintenance requirements, life expectancy, replacement cost. Ongoing

213.21

Banking Arrangements

Under Financial Regulation 5.1, Members APPROVED the addition of Tina Jones to the bank mandates, and under Financial Regulation 6.15 as Service Administrator to the bank accounts. Members APPROVED the assignment of a debit card restricted to a single transaction to a maximum value of £500, unless authorised by Council in writing before any order is placed, as per Financial Regulation 6.18

Members NOTED that it was RESOLVED at Minute Reference 8.21 to add Councillor Allsop as signatory to the bank accounts. Councillor Allsop has been added to Unity but not to Lloyds. Members RATIFIED to add Councillor Allsop as a signatory to the Lloyds account.

214.21 **Financial Accounts**

Members RECEIVED a verbal report from Councillor Westwood. There is still £450 outstanding from the Cricket Club, the Clerk to chase. Lydiard Plain income of £3,000 received. Members NOTED and APPROVED the income and expenditure reports and APPROVED the list of payments.

215.21 **Police Report**

Members NOTED the report- Main Points:

- December's quarterly figures show a small decrease in most offences including the ones that increased the previous month, which were theft and crimes involving violence.
- The team is working on a number of other initiatives with the Intelligence Department and Modern Slavery Human Trafficking Team.
- Graphs were provided giving information relating to number of crimes by crime group and number of incidents by incident group. Members asked the Clerk to establish the demographics that the statistics refer to.

216.21 **Grounds Maintenance Contract**

Members NOTED the report, the quotes received and the recommendations. Following discussions, Members RESOLVED to accept Quote E for a three-year contract of £30,938.67 (thirty thousand, nine hundred and thirty-eight pounds, 67p). A first year cost of £10,009.60 (ten thousand and nine pounds, 60p), with 3% added to years two and three.

217.21 **Swindon Cricket Club**

Members NOTED the request from the Swindon Cricket Club to keep a set of covers on the Recreation Field. When not in use to cover pitches, the preferred location to keep them is on the grass on the far side of the parking area. During the winter, the sheets would be removed, just leaving the frames in situ. Members considered the request and decided that more information was required before a decision could be made. Clerk to action.

218.21 **Planning Matters**

Members considered the Planning Application received.

Application a PL/2021/11420	Applicant: Mr Stuckey Location: Honeywood Lodge, Church Place, Lydiard Millicent, SN5 3LS Proposal: Proposed works to trees in a conservation area – Fell 2 x ash trees with ash die back
	Members RESOLVED to SUPPORT this application
Application b PL/2021/11195	Applicant: Mr Morse Location: Greatfield Farm, 6 Greatfield, SN4 8EQ Proposal: Retention of existing building for use as agricultural storage
Members RESOLVED to OBJECT to this application on the grounds that the building was put up without planning permission, for commercial purposes. The building is already the subject of an Enforcement Order (reference 15/1161/ENF). In July 2019 it was the subject of an appeal for commercial use, (LPA Ref 19/06726/FUL) which has been rejected. The building is clearly a commercial design, not agricultural. Nothing has changed since the appeal was rejected by WC in 2019 and furthermore the design is not appropriate for the proposed use as hay storage. Members requested that WC Bucknell Call In this application	

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

PL/2021/07093	Applicant: Mr Hoyland. Address: Bracebridge, Wood Lane, Braydon.SN5 0AJ Proposal: Proposed Detached Garage
PL/2021/09893	Applicant: Mr and Mrs Gregory Address: 32 Greenhill, SN4 8EH Proposal: Two storey side and rear extension, single storey rear extension to, replace conservatory, relocation of septic tank, and internal and external alterations to existing dwelling

219.21 **Precept 2022-2023**

Members NOTED the report and precept analyses. Due to the work undertaken by Councillors and the interim staff, the Council has received payment for unclaimed income from various sources for the period 2016 -2021, and subsequently, resulting in a reduced precept request for 2022-2023. Members RESOLVED to set a precept for 2022-2023 of £55,865 equating to a Band D of £72.15, an increase of 71p = 0.99%.

220.21 **Council and Community Representatives**

Members considered the request from the RWB & C Area Board for a representative to join the Health and Wellbeing/Older and Vulnerable People and their Carer's group, to help meet the needs of local people in the community area. Councillor Hacker volunteered to take on the role and stepped down as one of the Area Board representatives.

Council and Community Memberships were AGREED as:

Group	Councillors (1 st Cllr is Lead)
Area Board (RWB & C)	S Westwood
Community Area Transport Group (CATG)	L Curtis and B Gregory
Community Safety Partnership (RWB & C)	M Sharp
Health and Wellbeing (RWB & C)	C Hacker
Lydiard Millicent Parish Hall	D Harden (as Trustee)
Neighbourhood Watch	M Sharp
Speed Indicator Devices	M Sharp
Speedwatch and Lorry Watch	M Sharp
Website	L Curtis and vacancy

Members RECEIVED the following updates

Area Board (RWB & C) – Next Meeting 19 January
Community Area Transport Group (CATG) – Councillor Curtis The Council needs to formally submit the agreed top two priorities – Clerk to submit forms.
Community Safety Partnership (RWB & C) – Councillor Sharp Meeting tomorrow, Control Room Inspector is answering questions on 101.
Neighbourhood Watch - Councillor Sharp – Already updated.
Parish Hall – Councillor Harden – No Update
Speed Indication Devices – Councillor Sharp Two out at Greatfield at the moment, average 100-200 vehicles an hour, either direction as SID only records one way.
Speedwatch and Lorry Watch – Councillor Sharp In 3/4hr at The Beeches - recorded 9 vehicles over 35mph and top speed recorded of 47mph. Hoping to recruit more operatives, now able to train them on site.
Website – Councillor Curtis Councillor Curtis asked for a meeting to discuss, the layout and content of the current website. A second Councillor is to be appointed and a way forward established.

221.21 **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'

Wiltshire Councillor Bucknell and 9 Members of the Public left the meeting

222.21 **Land Issues**

Members NOTED the report and following discussions AGREED to take forward items a, b and c with the addition of the Handyman's involvement. Clerk to Action.

223.21 **Cricket Review**

Members NOTED the information gathered relating to Cricket Fees and associated terms and conditions. Following discussion, Members AGREED the best way forward was to have a meeting between all parties, the Clerk was asked to establish the ownership and status of the roller.

Meeting Closed at 9.17pm