

LYDIARD MILLICENT PARISH COUNCIL MEETING
13 March 2025
held at the Jubilee Club House, Lydiard Millicent
at 19:00 hrs

Councillors Present:

S Westwood, Chairman L Bamsey R Selwood K Smith J Sprules
M Allsop, Vice Chairman

Others in Attendance: 3 members of the public

Meeting Clerk: Hayley Graham

Public Question Time:

- A resident asked for clarification on a road closure highlighted on the indicative plan of the Temporary Traffic Regulation Order for The Street (agenda item 10.a). The Clerk advised that this affects Bury Fields and that access to Stone Lane should not be impacted.
- A resident advised that the road markings at Greatfield have been refreshed and that the road sweeper had visited, however this dragged the detritus further down the road. The Clerk confirmed this has been fed back to Highways at Wiltshire Council.
- A resident raised that there a number of rewilding projects taking place in The Springs on verges that do not appear to belong to the homeowners. The Clerk will investigate.

Councillor Question Time: There were no Councillor questions

MINUTES

24.250 Apologies for Absence

Apologies were RECEIVED from Councillors Coffey, Hill-Wheeler and Wiltshire Councillor Steve Bucknell.

24.251 Declarations of Interest and Dispensation Requests

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

24.252 Chairman's Announcements

- Mo Suleman has resigned from the Council. He will be missed, and thanks were given for all his work during his time on the Council, particularly on the Local Highway and Footway Improvement Group.
- The application for a travellers site at Claypits, Greenhill was approved at the Strategic Planning Committee in February. Thanks were given to Councillor Allsop for attending the meeting to highlight the Council's objections.
- Thanks were given to Councillor Allsop, Patrick Cole and Mo Suleman for arranging the distribution of the flyer for the forthcoming VE Day 80 Commemoration events in May along with the Neighbourhood Plan survey.
- Elections for local Councils are being held in May, please consider joining the Parish Council.

24.253 Minutes

Members CONSIDERED the minutes of the Parish meeting held on 6 February 2025. The minutes of the meeting were ADOPTED as a true record and signed by the Chairman.

24.254 Financial Accounts

Members NOTED and APPROVED the Income & Expenditure Reports and Payments List. Members NOTED the report detailing:

- An increase to the Clerk's SLCC annual membership from £190 (one hundred and ninety pounds) to £205 (two hundred and five pounds), no VAT payable
- An increase to Business Waste's container collection cost of 87p (eighty-seven pence) excluding VAT per collection, and an overweight container charge increase of 1p (one pence) per kilo.

24.255 **Clerk Training**

Members NOTED the report and APPROVED the expenditure for the following training webinars for the Clerk:

- Cemetery and Churchyard Safety and Memorialisation – SLCC
- Cemetery Legal Requirements - SLCC
- Post-Election - WALC
- Standing Orders - WALC
- Introduction to CiLCA - SLCC

Cost for all webinars is £305 (three hundred and five pounds) ex VAT. Costs to be met from Training budget.

24.256 **Planning Applications**

Members NOTED the following Wiltshire Council decision:

Application: PL/2025/00928 – Notification of proposed works to trees in a Conservation Area	Applicant: Mr Smith
Address: Lydiard House, Lydiard Green, Lydiard Millicent, SN5 3LP	
Proposal: T1- Holm Oak - crown raise to 5.2m G1-group of interlaced holly to shape and top as necessary	WC - No Objection

24.257 **Clerk's Report**

Members NOTED the report and RECEIVED the following updates:

24.156 Financial Accounts Members NOTED the report and APPROVED the cost for the annual inspection of the JCH play area at £150.00. UPDATE: Inspection has been booked and will be carried out in approx. 12 weeks. FURTHER UPDATE: Inspection is expected to take place by 5 March. MEETING UPDATE: The Clerk has followed up with the contractor but has yet to hear. The Clerk will chase this again.
24.162 Holborn Footpath Members NOTED the report and CONSIDERED the recommendation. Members APPROVED the expenditure to purchase the materials for the Parish Handyman to lay at a cost of £70. UPDATE: Due to other demands, the works have been delayed. It is hoped that it can be carried out in Feb. FURTHER UPDATE: The recent wet weather appears to have washed away a lot of soil so the 250kg of hardcore that has been laid has not quite been enough. Clerk to order more hardcore for the Parish Handyman to lay. MEETING UPDATE: Additional hardcore has been laid. Members AGREED to CLOSE this item.
24.235 Financial Accounts Members APPROVED the expenditure allocation for the Jubilee Club House Outdoor Store Room doors of £1,114 (one thousand, one hundred and fourteen pounds) from budget line 4122 Building Maintenance and £776 (seven hundred and seventy-six pounds) from General Reserves. UPDATE: Order for works issued, design and technical spec is being agreed. MEETING UPDATE: Technical spec has now been agreed and the deposit will be paid in the next payment run.

24.258 **Correspondence**

Members NOTED the following correspondence:

- a. Wiltshire Council Temporary Traffic Regulation Order – The Street
- b. Wiltshire Bobby Van's Spring Newsletter
- c. Wiltshire Council Briefing Note – Pre-Election
- d. Wiltshire Council Briefing Note – Local Nature Recovery Strategy

Councillor Westwood will review the draft Local Nature Recovery Strategy proposal and update the Council at the next meeting.

24.259 **Policies**

Members NOTED the report and RESOLVED to the adopt the updated Risk Management Register subject to the addition of the following risk:

Risk	Impact	Likelihood	Severity
Potential cyber attack Leading to: - Loss of services (website / email) - Data security compromised	Severe	Probable	High

Members RESOLVED to delegate the agreement of control actions to Councillors Bamsey, Selwood, Westwood and the Clerk.

Members RESOLVED to adopt the Communications Policy subject to the following amendment: Communication Checklist bullet point 7 to read "A response to a planning application will be made to the Local Planning Authority if applicable".

24.260 Lydiard Plain Felled Tree Remedial Works

Members NOTED the report and RESOLVED to accept Quote B from Company A at a cost of £500 (five hundred pounds) ex. VAT shared equally with the adjacent land owner, resulting in a cost of £250 (two hundred and fifty pounds) ex VAT to the Council. Costs to be met from Lydiard Plain Parish Maintenance budget. As the works will be invoiced in the next financial year, these funds will be moved to Ear Marked Reserves at year end.

24.261 Bagbury Park Enforcement Matter

Members NOTED the report and RESOLVED that the Clerk should refer the matter back to Wiltshire Council Enforcement.

24.262 Jubilee Club House Heating Controls and Plumbing Requirements

Members NOTED the report and CONSIDERED the quotes received. Members RESOLVED to accept the quote to:

- Supply and install 1no. Tado V3 wireless heating and hot water smart thermostat
- Install software on a Council mobile phone, test and set up

Works are at a cost of £270.49 (two hundred and seventy pounds 49p), no VAT payable.

Members RESOLVED to accept the quote to replace two isolation valves and install three additional isolation valves at a cost of £220 (two hundred and twenty pounds) no VAT payable.

All costs to be met from EMR JCH Repairs.

24.263 Cemetery Plot Exception Request

Members NOTED the report and RESOLVED to grant an exception for the purchase of one burial plot for CL in Lydiard Millicent Cemetery.

24.264 Local Highway and Footway Improvement Group (LHFIG) Update

Members NOTED the report and CONSIDERED the Prioritisation of Issues. No amendments were required.

Mo Suleman represented the Council at LHFIG so Councillor Westwood asked all Councillors to consider if they could step into this role.

24.265 JCH / Recreation Field Trees

Members NOTED the report and CONSIDERED the quotes received. Members RESOLVED to accept the quote for Tree ID G1 to:

- Remove dead elm, sever Ivy on all trees to prevent over-encumberment and windsail
- Cut back low branching over path and road back in line with inner edge of the path
- All arisings to be taken away and disposed of.

Works are at a cost of £375 ex. VAT. Costs to be met from General Reserves.

It was agreed that once these works have been completed and nesting season is over, the Parish Handyman would look to address the works needed on Tree ID's T2, T3 and T4.

24.266 **Neighbourhood Plan Consultation Strategy**

Members NOTED the Neighbourhood Plan Consultation Strategy. Councillor Westwood raised that the Planning Inspectorate has raised some concerns on the Wiltshire Council Local Plan and asked what impact that would have on the development of Lydiard Millicent's Neighbourhood Plan. Councillor Allsop advised that there is nothing in the Local Plan that changes the status or requirements of Lydiard Millicent as a small village so there should be no impact at all. The advice given from the consultants supporting the development of the Neighbourhood Plan is not to wait for the Local Plan to be adopted.

Standing Orders were SUSPENDED for the Chairman of the Neighbourhood Plan Steering Group, Patrick Cole to update the Council. Surveys have been delivered to all households in the Parish and as of Tuesday, 45 responses had been submitted online. The analysis of the survey results will be available on 9 April, which will be presented to the Steering Group and any Councillors who wish to join by the consultant on 16 April. Thereafter, it is planned to present the findings and parts of the draft plan to residents in early June.

A fee proposal and timescales will be available from the consultant shortly.

Standing Orders were REINSTATED before Members discussed further.

24.267 **Council and Community Representatives**

Members RECEIVED the following updates:

Area Board – Councillors Allsop and Westwood Next meeting is in June.
Community Carers Group – Councillor Allsop Councillor Allsop was unable to attend the last meeting due to a clash with the Strategic Planning Committee.
Community Safety Group – Councillor Hill-Wheeler Councillor Hill-Wheeler is unable to attend the next meeting. Councillor Allsop will attend in her absence.
Speed Indication Devices – Councillor Allsop Latest data has been shared with Councillors.

24.268 **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.

24.269 **Land Matters**

Members NOTED the report. After discussions, members RESOLVED to proceed with the recommended next step.

Members RECEIVED an update from Councillors Allsop and Westwood further to a meeting with a resident. A formal update will be brought to the next meeting.

24.270 **Community Field Working Party Meeting**

Members NOTED the report and CONSIDERED the recommendations. After discussions, Members:

- APPROVED the expenditure of £35 (thirty-five pounds) ex. VAT for lease agreement support
- APPROVED the expenditure of £1,550 (one thousand, five hundred and fifty pounds) ex.VAT for ecological professional fees
- AGREED that the draft Working Party terms proposal form the agreement put to the Parish Hall Trustees.

£1,000 (one thousand pounds) of the costs will be met by the Community Field budget with the remaining £585 (five hundred and eighty-five) to be met from General Reserves. As this work will be invoiced in the next financial year, these funds will be moved to Ear Marked Reserves at year end.

The Clerk will contact the Council's insurers to establish if there are any insurance considerations the Council should be aware of.

Meeting Closed at 20.38 hrs