

Lydiard Millicent Parish Council

Code of Conduct

Introduction

Pursuant to section 27 of the Localism Act 2011, Lydiard Millicent Parish Council ('the Council') has adopted this Code of Conduct to promote and maintain high standards of behaviour by its members and co-opted members whenever they conduct the business of the Council, including the business of the office to which they were elected or appointed, or when they claim to act or give the impression of acting as a representative of the Council. This Code of Conduct is based on the principles of selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.

Member Obligations

When a member of the Council acts, claims to act or gives the impression of acting as representative of the Council, he/she has the following obligations.

You are a member or co-opted member of Lydiard Millicent Parish Council and hence you shall have regard to the following principles - **selflessness, integrity, objectivity, accountability, openness, honesty and leadership.**

You must promote and support high standards of conduct when serving in your public post, in particular as characterised by the following requirements, by leadership and example. Accordingly, when acting in your capacity as a member or co-opted member:

1. You must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for yourself, your family, a friend or close associate.
2. You must not place yourself under a financial or other obligation to outside individuals or organisations that might seek to influence you in the performance of your official duties.
3. When carrying out your public duties you must make all choices, such as making public appointments, awarding contracts or recommending individuals for rewards or benefits, on merit.
4. You are accountable for your decisions to the public and you must co-operate fully with whatever scrutiny is appropriate to your office.
5. You must be as open as possible about your decisions and actions and the decisions and actions of your authority, and should be prepared to give reasons for those decisions and actions.
6. You must declare any private interests, both pecuniary and non-pecuniary, that relate to your public duties, and must take steps to resolve any conflicts arising in a way that protects the public interest, including registering and declaring interests in a manner conforming with the procedures set out below.
7. You must, when using or authorising the use by others of the resources of your authority, ensure that such resources are not used improperly for political purposes (including party political purposes) and you must have regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986.

Registering and declaring pecuniary and non-pecuniary interests

8. You must, within 28 days of taking office as a member or co-opted member, register your interests on line, notifying your authority's monitoring officer of any disclosable pecuniary interest as defined by regulations made by the Secretary of State, where the pecuniary interest is yours, your spouse's or civil partner's, or is the pecuniary interest of somebody with whom you are living as a husband or wife, or as if you were civil partners.
9. In addition, you must, within 28 days of taking office as a member or co-opted member, notify your authority's monitoring officer of any disclosable pecuniary or non-pecuniary interests which your authority has decided should be included in the register.
10. If an interest has not been entered onto the authority's register you must disclose the interest to any meeting of authority at which you are present, where you have a disclosable interest in any matter being considered and where the matter is not a sensitive interest.
11. Following any disclosure of an interest which is not on the authority's register or the subject of pending notification, you must notify the monitoring officer of the interest within 28 days beginning with the date of disclosure.

Lydiard Millicent Parish Council Code of Conduct

12. Unless Dispensation has been granted, you may not participate in any discussion of, vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by Regulations made by the Secretary of State. Additionally, you must observe the restrictions your authority places on your involvement in matters where you have a pecuniary or non-pecuniary interest as defined by your authority.

Declaration of Interests at Meetings

- 13 Where a matter arises at a meeting which relates to an interest. The Member shall not participate in a discussion or vote on the matter. He/she only has to declare what his/her interest is if it is not already entered in the Member's register of interests or if he/she has not notified the Monitoring Officer of it.
- 14 Where a matter arises at a meeting which relates to an interest which is a sensitive interest, the Member shall not participate in a discussion or vote on the matter. If it is a sensitive interest which has not already been disclosed to the Monitoring Officer, the Member shall disclose he/she has an interest but not the nature of it.
- 15 Where a matter arises at a meeting which relates to an interest, the Member shall not vote on the matter. He/she may speak on the matter only if Members of the public are also allowed to speak at the meeting.
- 16 A Member only has to declare his/her interest, if it is not already entered in his/her register of interests or he/she has not notified the Monitoring Officer of it or if he/she speaks on the matter. If he/she holds an interest which is a sensitive interest not already disclosed to the Monitoring Officer, he/she shall declare the interest but not the nature of the interest.
- 17 Where a matter arises at a meeting which relates to a financial interest of a friend, relative or close associate (other than an interest of the Member) the Member shall disclose the nature of the interest and not vote on the matter. He/she may speak on the matter only if members of the public are also allowed to speak at the meeting. If it is a 'sensitive interest' the Member shall declare the interest but not the nature of the interest.

Dispensations

On a written request made to the Clerk, the Council may grant a member a dispensation to participate in a discussion and vote on a matter at a meeting even if he/she has an interest in, if the Council believes that the number of Members otherwise prohibited from taking part in the meeting would impede the transaction of the business; or it is in the interests of the inhabitants in the Council's area to allow the Member to take part or it is otherwise appropriate to grant a dispensation

Adopted at the Parish Council meeting held

LYDIARD MILLICENT PARISH COUNCIL MEETING
7 March 2024
held in the All Saints Church, Lydiard Millicent
at 19:10 hrs

Councillors Present:

Cllr S Westwood, Chairman Cllr S Chalker Cllr Hacker Cllr S Hill-Wheeler
Cllr M Allsop, Vice Chairman Cllr R Selwood Cllr M Sharp Cllr M Suleman

Others in Attendance: 11 members of the public

Meeting Clerk: Tina Jones

Public Question Time:

- Several of those residents present raised concerns regarding Planning Application PL/2024/00649 for 19, The Beeches, as revised plans had recently been submitted, but the comment response date remains the same as previously. The Parish Council had not been advised by Wiltshire Council that revised plans had been submitted, and these plans supersede the application considered by the Parish Council at the February meeting. Residents reported several changes. The Parish Clerk was asked to investigate.
- A resident raised concerns relating to an outbuilding not conforming to the approved plans. The Clerk advised that the resident should contact Wiltshire Council Enforcement Team.

MINUTES

23.171 Apologies for Absence

Apologies were received from Cllr Coffey and Wiltshire Councillor Bucknell.

23.172 Declarations of Interest and Dispensation Requests

Name	Min. Ref.	Type	Nature of Interest	Action
Cllr Westwood	23.175	Pecuniary	PL/2024/01627 - Planning application for own property	Left the room

No requests for dispensations were received.

23.173 Chairman's Announcements

- There are still two vacancies for Councillors.
- There is a vacancy for the position of Parish Clerk/Responsible Finance Officer.
- A Public meeting to discuss Flooding in the Parish is to be held on Saturday 16th March in the Parish Hall, 14:30hrs – 16:00hrs – all welcome to attend.

6 Members of the Public left the meeting

23.174 Minutes

Members considered the minutes of the Parish meeting held on 1 February 2024. The minutes of the meetings were ADOPTED as a true record and signed by the Chairman.

23.175 Planning Applications

Members NOTED the report from Group A and considered the following applications
Standing Orders were Suspended for Application PL/2024/00581, and REINSTATED before discussion and the decision was made.

Application: PL/2024/00581 - Full Application Address: Building at Westhills Lodge, Shaw, SN5 3PP	Applicant: Mr and Mrs Llewellyn Proposal: Change of use of existing steel framed building for mixed Class E and B8 as live/work operation in association with Westhills Lodge
Members RESOLVED to OBJECT to this application because although the Neighbourhood Plan is supportive of businesses as shown under policy LM6, this application does not conform to policies within it. As this is a residential area, concerns relating to vehicle access, weight limits, operating hours, type of business, and potential noise and light pollution that could affect neighbours. In 2009, permission was granted for temporary use and with conditions, for a limited period of 3 years, or while the then current owners occupied the premises, and for use of the building for ancillary uses in connection with Westhills Lodge as a domestic dwelling.	
3 Members of the public left the meeting	

Application: PL/2024/01674 - Householder planning permission Address: 45 Common Platt, Purton, SN5 5LB Proposal: Proposed Garden Room and Relocation of Existing Summer House and Pagoda	Applicant: Mrs Boles
Members RESOLVED to make NO OBJECTION to this application.	
The Chairman, Councillor Westwood left the room, while Application PL/2024/01627 was discussed. The Vice Chairman, Councillor Allsop took the Chair. 2 Members of the public left the meeting.	
Application: PL/2024/01627 – Householder Application Address: 23 Greenhill, Royal Wootton Bassett, SN4 8EH Proposal: Construct detached garage, workshop with storage music room over	Applicant: Mr Brewser
Members RESOLVED to make NO OBJECTION to this application.	

Councillor Westwood returned to the meeting and resumed the Chair.

Members NOTED the following Wiltshire Council decisions:

Application: PL/2023/10396 – Householder Application Address: Balinrait Farm House, Stone Lane, Lydiard Millicent, SN5 3LD Proposal: Demolition of four of the existing ancillary outbuildings including removal of concrete hardstanding. Erection of a new outbuilding of 184.2 square metres and refurbishment of the largest existing outbuilding.	Applicant: Mr Gilbert
Wiltshire Council decision was to REFUSE this application	

Application: PL/2023/10048– Full Planning Application Address: Jubilee Club House, Meadow Springs, SN6 3NH Proposal: Change 2 existing high ventilation windows to 2 no. larger tilt and turn windows, addition of double doors and steps (with rails) and addition of 2 no. high ventilation windows (reusing removed windows).	Applicant: LMPC
Wiltshire Council decision was to GRANT this application with conditions	

23.176 Financial Accounts – Members:

- a. APPROVED the expenditure report to March 2024.
- b. APPROVED invoices for payment
- c. NOTED the income report to 28 January 2024
- d. APPROVED the cancellation of the Health and Safety Consultancy contract
- e. APPROVED the contract for the Parish Clerks mobile telephone

23.177 Clerks Report

22.41 The Mews and Recreation Field Solicitors involved in the process have been instructed to apply for title absolute (WT455796) for the Recreation Field. Further to the application to upgrade the title for WT455796, the Land Registry has dismissed the request. More information has been supplied to see if the submission to see if the titles can be split. CLOSED See Minute Reference 23.189.
22.82/23.19 Footpath Working Party WC has been contacted regarding land management and the sowing of seeds. The Head of WC Natural & Historic Environment Department has given advice to be discussed at WP meeting. Replacement trees to be planted, types to be approved by Committee, before the planting season. Wiltshire Council has provided a tree planting guide. Both of these issues to be discussed at next WP meeting. Meeting to be arranged in March
29 June – Question Time A Resident asked if the Council knew what was happening with the land by the car sales area, as it has become very overgrown, with some of the trees having low branches that overhang the bus stop. The Clerk was asked to investigate - A resident has given the Clerk some information, which did not result in ownership confirmation. Parish Handyman reported work completed. CLOSED
23.57 D-Day 80 Members AGREED to light the beacon on 6 th June 2024. A Working Group was formed, Councillors Allsop (also as Parish Hall representative), Chalker, Hacker and Westwood volunteered. The D-Day80 Working Group to contact the school and consider an evening event of commemoration. Report requested for April agenda

23.72 Lydiard Green Footpath Proposal Historically, WC agreed to create a footpath from Lydiard Green to the rest of the village. Phases 1 – 4, were completed in 2017/2018, but Phases 5 – 10 were not completed. Enquires were made with the Local Highway & Footpath Improvement Group (LHFIG), but he could provide no information. WC Councillor Bucknell to investigate, he is to meet with Resident, Councillor Suleman and LHFIG Engineer to discuss further: Meeting Update: Meeting has not yet taken place.
Public Question Time – 11 January A member of the public mentioned that the area outside Bagbury Park is a mess with a lot of debris outside. Councillor Westwood said that the Parish Council would try to contact the Estate. A member of the public asked that a resident of Chestnut Springs be contacted as the bushes outside the residence are becoming unruly. A further letter is to be dropped into Lydiard Farm. Letters sent CLOSED
23.144 Defibrillator Members APPROVED, a four-year loan scheme at a cost of £1800 which means that the loaning company maintains and replaces in the event of any repair etc. CLOSED see Minute Reference 23.180
23.146 Library Telephone Box Members NOTED that the repair work has been completed. CLOSED
23.147 Jubilee Club House Members APPROVED electrical work and plumbing work. CLOSED See Minute Reference 23.178
23.165 Holborn Footpath Members APPROVED a sum of £75 to repair a path handrail, met from the Open Spaces budget. CLOSED See Minute Reference 23.186

- 23.178

Jubilee Club House

At the January meeting, Members approved funds of £500 for works (minute reference 23.145). Members NOTED that no water leak to the property had been identified. The total cost of the works was £384.80. Members considered and RESOLVED to replace a further 10 light fittings to the building, all of which will eventually burn out and require replacement, this will also reduce the electricity costs in the building, at a cost of £622.24 (six hundred and twenty-two pounds, 24 pence).
- 23.179

Jubilee Club House Trees

Members NOTED that all the trees behind the Jubilee Club House are rooted in the bank of quite a deep drainage ditch. Members considered and APPROVED the recommendation to have them professionally assessed.
- 23.180

Defibrillator

Members NOTED that the offer considered at the last meeting had only been valid until the end of January and the offer has expired. Members were advised that as the Parish Council for the Jubilee Club House had previously received a grant from the Football Association, it was entitled to receive a defibrillator and cabinet free of charge. The defibrillator comes with a 10 year and is registered on the national defibrillator network), which was set up by the British Heart Foundation, and provides the NHS ambulance services with information about defibrillators across the UK. The ongoing costs to the Council will be the electricity supply, replacement pads and batteries, when required. Members RESOLVED to accept the quote for £215.00 (two hundred and fifteen pounds), cost met from JCH Ear Marked Reserves for the installation of the defibrillator unit.
- 23.181

Play Area Inspection

Members NOTED the inspection and the issues raised. Members APPROVED a sum of £400 (four hundred pounds) for surface work and time adjustable gate closers. Concerns were raised regarding the Play Tower, a decision was deferred until the Handyman could consider the options available.
- 23.182

Correspondence

Members NOTED the correspondence received:

 - a. WC Briefing Note 24-04: Development of Cultural Strategy for Wiltshire

- b. Great Western Hospital, New Emergency Department, meeting 20th March via Teams – Councillor Chalker to attend.
- c. Dorset and Wiltshire Fire Authority Consultation
- d. WC Briefing Note 24-05: Wiltshire & Swindon Local Nature Recovery Strategy

23.183 **Flood Plan**

Members RECEIVED a verbal report from Councillor Westwood: plans of the Parish have been received from Wiltshire Council and are being populated. The Parish Handyman is to identify blocked drains. Members APPROVED funds of up to £60 (sixty pounds) for the public meeting being held on 16th March

23.184 **Holborn Footpath**

The Parish Handyman has not been able to source equipment to repair the handrail. Following discussions, Members APPROVED a maximum sum of £250 (two hundred and fifty pounds) to purchase a hand auger and post rammer – costs met from General Reserves. There are two specific places along the footpath where the holes are very deep and currently filled with water. After discussions, Members AGREED for contractors to be approached for quotes to fill in the holes and to redress the whole length.

23.185 **Risk Management Register**

Members NOTED, considered and APPROVED the Risk Management Register.

23.186 **Local Highway & Footway Improvement Group**

Members NOTED the major maintenance (surfacing) plan for the RWB & Cricklade Area, covering the period 2024/25 – 2029/30. Plans will be amended annually to reflect the present carriageway conditions and may change. Councillor Suleman, reported that the meeting to access the footway issues at Lydiard Green has not yet taken place. Councillor Suleman, to provide a summary for the April meeting of the projects currently being addressed by LHFIG, and the potential schemes for the Parish Council to consider putting forward to LHFIG before the 8 May deadline.

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

Area Board – Next meeting 13 March, Lyneham, main topic is Highway Matters.
Community Forum Safety Group – Next meeting on 8 March
Local Highways Footpath Improvement Group (LHFIG) – Next meeting 22 May
Parish Hall - Councillor Sharp reported: Light Lunches and Cake Break is well supported. All the tickets are sold for the play by Purton Amateur Dramatics. The emergency generator has been fitted and works very well.
Speed Indication Devices (SIDS) – Councillor Chalker reported that a device has been moved from Washpool to Greenhill. Washpool recorded a top speed of 70mph, 14.8% of vehicles were speeding. Stone Lane, a top speed of 80mph, 2.5% of vehicles were speeding.

23.188 **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.

23.189 **Land Issues**

Members RECEIVED a verbal report from Councillors Allsop and Hill-Wheeler. Following discussions, Members AGREED for the next meeting, all of the options should be reported with associated costs and probable outcomes. Councillor Hill-Wheeler to discuss with legal representative, Clerk to contact land Solicitor, with a report to be brought to the next meeting. Jubilee Club House - Members AGREED to delegate to Councillor Hill Wheeler, discussions with Solicitors regarding the land registry for the recreation field land.

23.190 **Staff Issues**

Councillors RECEIVED a verbal report from Councillor Allsop. Following discussions, Members APPROVED advertising costs of £150 (one hundred and fifty pounds), to advertise the post of Clerk/Responsible Finance Officer more widely. Applications have been received and the Personnel Committee to interview in the near future. Members APPROVED the services of a new Contractor to maintain the cricket square.

Meeting Closed at 20.35

Finance Report 26 March 2024

Item 7

EXPENDITURE

Supplier	Invoice Number	Date	Description	Net	VAT	Total	Paid	Method
All Saints Church	2024-04	07 Mar 24	Hall Hire - 7 March	30.00	0.00	30.00	15 Mar 24	BP
Amazon Business	16PQAEUI	02 Mar 24	Wireless Mouse	9.16	1.83	10.99	28 Mar 24	DC
Amazon Business	1605841	02 Mar 24	Iphone Protection Case	9.99	2.00	11.99	28 Mar 24	DC
Amazon Business	110760136	11 Mar 24	Paper Shredder	131.99	26.40	158.39	11 Mar 24	DC
Amazon Business	19236	11 Mar 24	Parcel/Post Box	66.32	13.27	79.59	11 Mar 24	DC
Amazon Business	132396796	26 Mar 24	Door Wedges x 12	15.56	3.12	18.68	26 Mar 24	DC
Betterclean	2627	29 Feb 24	JCH Cleaning - February	390.00	78.00	468.00	15 Mar 24	BP
Betterclean	2648	26 Mar 24	JCH Cleaning - March	390.00	78.00	468.00	27 Mar 24	BP
BOnline	1474961	01 Mar 24	Broadband	26.69	5.34	32.03	11 Mar 24	DD
British Gas - Electricity	7144249	16 Mar 24	Feb/March Charges	64.17	3.21	67.38	30 Mar 24	DD
Business Waste	1342568	01 Mar 24	Cemetery and JCH	75.00	15.00	90.00	15 Mar 24	DD
Business Waste	1335888	29 Feb 24	Cemetery	3.99	0.79	4.78	28 Mar 24	DD
Castle Water	1605841	06 Mar 24	JCH Water and Wastewater	45.48	0.00	45.48	20 Mar 24	DD
Castle Water	2396536	n.a	Cemetery Water	5.00	0.00	5.00	28 Mar 24	DD
Corona	20440751	11 Mar 24	February Charges	157.57	7.88	165.45	15 Mar 24	BP
EE	6351280	13 Mar 24	Feb/Mar Charges	12.94	2.59	15.53	21 Mar 24	DD
Flood Refreshments	n.a.	16 Mar 24	Tesco Stores	19.20	0.00	19.20	27 Mar 24	BP
Greatfield	n.a.	13 Feb 24	Post Mix - Holborn Footpath	11.66	2.32	13.98	26 Mar 24	BP
HMRC	n.a.	22 Mar 24	Tax and NI - March	538.64		538.64	19 Apr 24	BP
Inception	3037508	15 Mar 24	Feb/Mar Charges	26.70	5.34	32.04	26 Mar 24	BP
John O'Conner	106141	19 Feb 24	Feb Maintenance	859.15	171.83	1,030.98	15 Mar 24	BP
Kudos Fencing	79905	07 Feb 24	Holborn Footpath	18.68	3.74	22.42	26 Mar 24	BP
N J Armstrong Plumbing	827	21 Mar 24	JCH Radiators	550.00		550.00	26 Mar 23	BP
Peninsula	4106971	08 Mar 24	HR	106.64	20.14	126.78	08 Mar 24	DD
Peninsula	4142277	25 Mar 24	H&S	138.53	27.71	166.24	25 Mar 24	DD
Post Office	n/a	22 Mar 24	Flood Plans to WC	3.90		3.90	26 Mar 24	BP
RYAL Media Group	6497	15 Mar 24	Vacancy Advertising	136.80	27.36	164.16	26 Mar 24	BP
Staff	n.a		Salaries - March	1,919.67	0.00	1,919.67	28 Mar 24	BP
Staff	n/a	20 Feb 24	Expenses	21.20		21.20	26 Mar 24	BP
SLCC	SD1289-1	11 Mar 24	Vacancy Advertising	298.00	59.60	357.60	26 Mar 24	DD
SLCC	247501-2	06 Feb 24	Annual Membership	12.15	0.00	12.15	12 Mar 24	DD
Tess Group	7359984	15 Mar 24	Chapter 8 H & S Training	238.00	47.60	285.60	26 Mar 24	BP
Three Business Services	4842744	14 Mar 24	Feb/Mar Charges	8.34	1.67	10.01	15 Apr 24	DD
WALC	Gen/002	09 Feb 24	Vacancy Advertising	50.00	10.00	60.00	15 Mar 24	BP
Wickes	02-4320	11 Mar 24	Safety Hard Hat	5.42	1.08	6.50	26 Mar 24	BP

Expenditure 6,396.54 615.82 7,012.36

Payments for Approval

John O'Conner	107313	20 Mar 24	March Maintenance	884.83	176.96	1,061.79
				884.83	176.96	1,061.79

LMPC Income Summary 2023-2024 Received as at 22.3.24

Category	Amount
Cemetery Burials	£1,105.00
Exclusive Rights	£448.00
Cemetery Memorials	£1,135.00
Cricket	£3,066.00
Defra	£2,126.07
Field and Hall Hire	£289.00
Football	£8,080.00
Lydiard Plain	£1,000.00
Misc Income	£2,595.19
Old Cheques	£490.00
PSDF Income	£2,823.50
War Memorial Clock Fund	£2,262.31
Wayleave	£12.00
Total	£25,432.07
Precept	£59,919.40
Vat Refund 22/23	£9,494.98
Total	£94,846.45

22.41 The Mews and Recreation Field

Solicitors involved in the process have been instructed to apply for title absolute (WT455796) for the Recreation Field. Further to the application to upgrade the title for WT455796, the Land Registry has dismissed the request. More information has been supplied to see if the submission to see if the titles can be split. **CLOSED See Minute Reference 23.189.**

22.82/23.19 Footpath Working Party

WC has been contacted regarding land management and the sowing of seeds. The Head of WC Natural & Historic Environment Department has given advice to be discussed at WP meeting. Replacement trees to be planted, types to be approved by Committee, before the planting season. Wiltshire Council has provided a tree planting guide. Both of these issues to be discussed at next WP meeting. Meeting to be arranged in March. **Agenda Item – To CLOSE**

23.57 D-Day 80

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23.179 Jubilee Club House Trees

Members **NOTED** that all the trees behind the Jubilee Club House are rooted in the bank of quite deep drainage ditch. Members considered and **APPROVED** the recommendation to have them professionally assessed.

23.181 Play Area Inspection

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There are two specific places along the footpath where the holes are very deep and currently filled with water. After discussions, Members **AGREED** for contractors to be approached for quotes to fill in the holes and to redress the whole length.

23.186 Local Highway & Footway Improvement Group

Councillor Suleman, to provide a summary for the April meeting of the projects currently being addressed by LHFIG, and the potential schemes for the Parish Council to consider putting forward to LHFIG before the 8 May deadline – **Agenda Item, To CLOSE**

Members are requested to:

- NOTE this report
- NOTE the Grant Application and Accounts
- CONSIDER the request

Background

I asked for information as to when and where the services have been used in the nearest/ immediate area, please can you let me know this information

Response Received

During the last 18 months we have attended 5 call outs in the western Swindon/suburban region (encompassing a number of parishes due to the extended nature of some search areas). This increases to 24 if we include the 'next but one neighbour' parishes. Whilst we cannot predict when/where future call outs will come, we do anticipate that the above breakdown is representative of what we can expect over the coming 18 months.

2024-2025 Allocation

The Parish Council has £500 available for grants in this financial year.

Tina Jones
March 2024

LYDIARD MILLICENT PARISH COUNCIL

Application for Grant for Voluntary Organisations Local Government Act 1972, Section 137

Please note: that this application will not be considered unless it is accompanied by a copy of the latest set of annual accounts showing the organisations income, expenditure and level of balances. If the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

1.	Name of Organisation	Wiltshire Search and Rescue
2.	Name, Address and Status of Contact	Bethan Matthews, Trustee c/o Wiltshire Police Headquarters London Road Devizes SN10 2DN
3.	Telephone Number of Contact	07545464507
4.	Is the Organisation a Registered Charity?	Yes / No 1095994
5.	Amount of grant requested	£ 163.20
6.	For what purpose or project is the grant requested?	Development of our steep ground capability, to enable us to rapidly evacuate casualties from gulleys or up steep slope, allowing for prompt medical aid to be provided.
7.	What will be the total cost of the above project?	£ 726.88
8.	If the total cost of the project is more than the grant, how will the residue be financed?	Anticipate grants to other Parish councils, and via unrestricted funds.
9.	Have you applied for grant for the same project to another organisation? If so, which organisation and how much?	Amesbury Parish Council £160.48
10.	Who will benefit from the project?	Any individual needing our aid, plus their family
11.	Approximately how many of those who will benefit are parishioners?	We operate across Wiltshire,
12.	If your application is successful, who would you like the grant paid to and the address to be sent to?	Wiltshire Search and Rescue Address as above, c/o Police Headquarters

You may use a separate sheet of paper to submit any other information which you feel will support this application.

Signed B Matthews Date 21/03/2024

Members are requested to:

- NOTE this report
- CONSIDER the way forward.
- CONSIDER the new request attached as 10b

The LHFIG group will be discussing all the submitted highway improvement requests received and agreeing schemes for 2024/25 at the meeting to be held on 22 May.

Martin Rose has requested Councils provide enough time for him to examine each request in advance of the meeting, and asked for highway improvement request forms to be submitted by Wednesday the 8th May. The Parish Council therefore does have the opportunity to review/ratify at the 2 May meeting

1. Common Platt Safety Submitted 14/02/23

Common Platt falls within wider 30mph limit but is not signed correctly (missing repeaters.) There is no formal footway link from The Willows on south side (Lydiard Millicent Parish Council) across to Little Ground on the north side (Purton Parish Council) despite there being a dropped kerb. The crossing point is also on the inside of a bend and obstructed by foliage.

A provisional budget of £10k was set at the LHFIG meeting on 11/10/23 against a preliminary design to install roundels, barriers and cut back foliage. However, in an email dated 14/11/23 Purton Parish Council objected to this preliminary proposal stating that the steps/pathway on the north side leading to the proposed crossing point constitutes a breach of the planning permission as granted by Wiltshire Council in respect of access from Ridgeway Farm onto the highway. They raised concern that the access from Little Ground, as constructed, does not form part of the planning permission granted and so should be removed, with a permanent barrier/hedgerow installed.

In addition to the planning issue there was concern about visibility for pedestrians crossing from 'The Willows' side, even if the existing trees / bushes were cut back.

Therefore, on 10/01/24 Martin Rose presented an alternative draft proposal to improve the crossing by means of 'nearside priority buildout' and crossing point to link up 'The Willows' to 'Little Ground.' This would improve overall crossing provision whilst also providing a traffic calming effect and slow traffic. Please see attached photo mock-up.

Both LMPC & PCC agree that this is a good way forward and have agreed to progress to a full design study. A topology survey has been ordered at an estimated cost of £1,800. The total scheme (including the topology survey) is estimated to cost £12,000. There will be a contribution of 25% (£3,000) shared equally by LMPC & PPC

The full design study and firm costs is expected to be presented at the next LHFIG meeting on 22nd May 2024

2. Greenhill Crossroads, Submitted 04/02/22

The Greenhill Crossroads is deemed dangerous from speeding traffic. This is especially true for traffic entering the crossroads from Greenhill and wishing to turn right.

To date the only improvements made is the installation of a replacement sign post to accommodate a SID. In addition the road from Purton to the crossroads has been resurfaced with new road marking.

Unfortunately the speed & safety issues remain and so at the LHFIG meeting on 11/10/23 our continuing concerns about the crossroads were raised and LMPC asked if another examination could take place with a view to identify further possible improvements.

At the LHFIG meeting on 24/01/24 further options for improvement were discussed, including:

1. Tidying-up/rationalising signs at junction;

2. Additional warning sign - 'Crossroads Ahead 'with 'Reduce speed now 'plate on northern approach;
3. Possibility of moving existing 30mph terminal point further north away from cross-roads with full gateway treatment.

LMPC supported by Councillor Bucknell expressed concern that these measures were most likely cosmetic and unlikely to address the real material dangers particularly with respect to the traffic entering the crossroads from Greenhill. It was agreed that a site meeting was necessary to consider in detail the issues and prepare options for improvement at the next meeting on 22nd May 2024.

3. Greatfield Submitted 07/08/23.

Residential properties are situated very close to the road. There is no pavement between the properties and the road. The only separation between the road and the narrow public walkway is a faint white line. The area has a speed limit of 30mph. However, heavy and speeding traffic make this section of the road very dangerous for residents entering and exiting their properties. There have been a number of near misses and at least one incident of a pedestrian being hit by a wing mirror. In addition, motorists have been abusive to pedestrians demanding that they get out of the road, even though they are using the narrow public walkway.

It has been agreed to consider options for speed reduction and pedestrian safety. To assess the options, it will be necessary to undertake a topology survey at an estimated cost of £1,900. LHFIG is required to prioritise this project.

4. Speeding outside the Church

Whilst it was concluded previously that everything possible that could be done had been implemented this continues to remain on the list of potential project because Martin Ross has not had an opportunity to visit the site and conclude himself that all options had been fully explored and nothing more can be done.

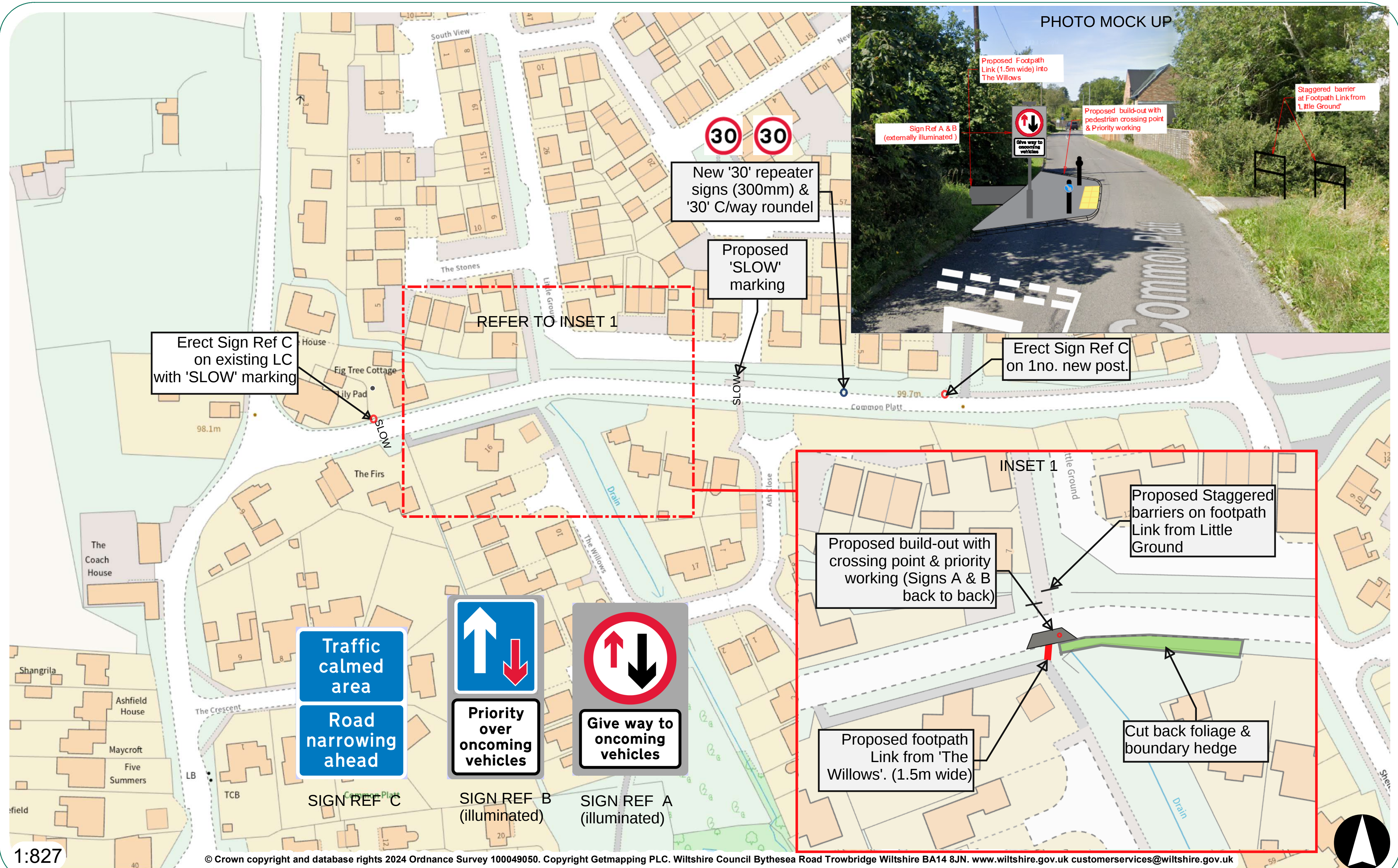
5. Lydiard Green Footpath

There is a need to complete the last phase of the footpath at Lydiard Green. The road is very narrow and has a bend at Nos 5. and 5a, opposite the Chapel. Consideration for installing a chicane or pavement have been dismissed as impractical. An alternative may be to put in place an imprint on the road to illustrate pedestrian road safety (as per attached photo) a footpath.

A site meeting is being planned to ensure all options have been considered.

An LHFIG application form is in the process of being completed.





Highways Improvement Request Form

Contact Details

Name:	Tina Jones	Date: 18/03/24	Click here to enter a date.
Address:	Lydiard Millicent Parish Council		
Telephone No:	07999641919		
Email Address:	clerk@lydiardmillicent -pc.gov.uk		

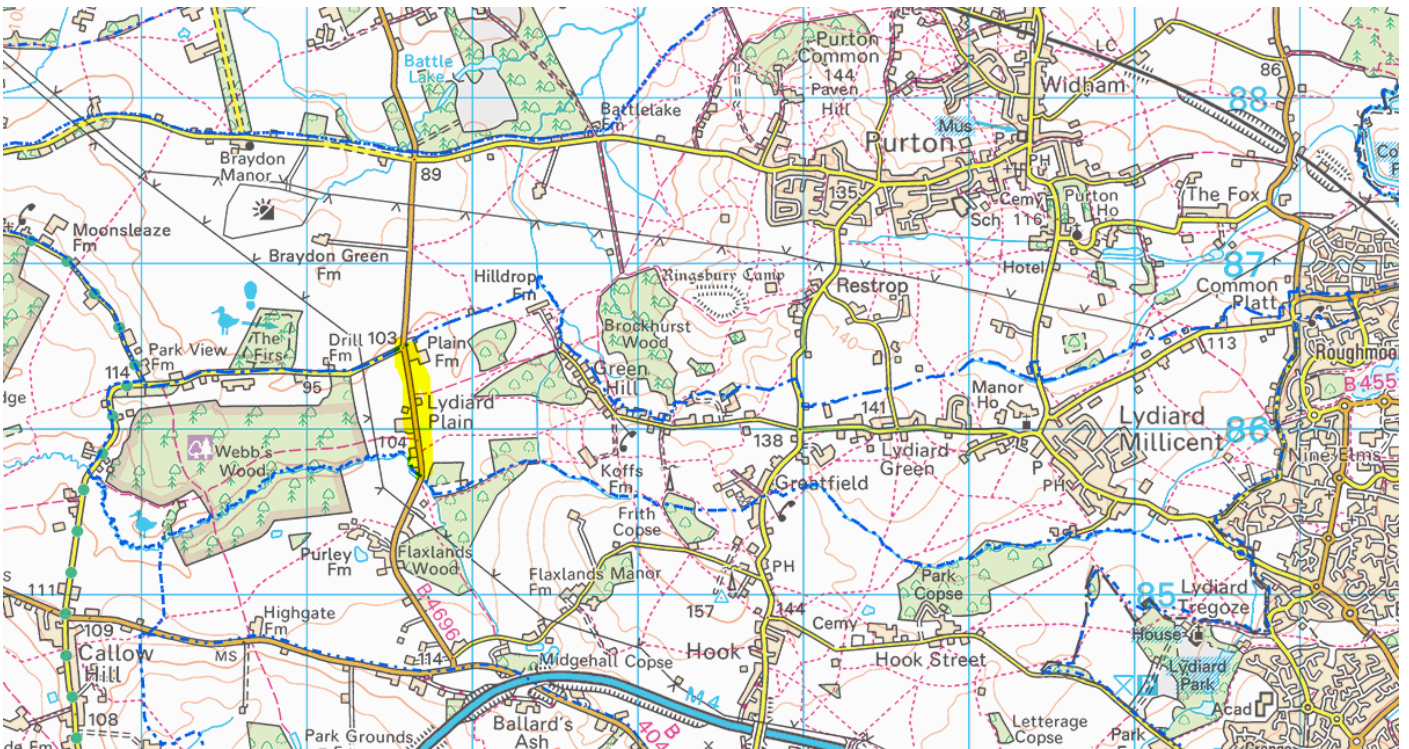
Issue Details

Location of Issue:	Braydon Road B4696
Community Area:	Royal Wootton Bassett and Cricklade
Parish or Town Council:	Lydiard Millicent Parish Council
Nature of Issue:	speed issue
Issue raised by residents of Four Oaks Caravan Park, Lydiard Plain. Braydon Road runs across 3 parishes, Lydiard Tregoze. Lydiard Millicent and Purton. There are approximately 6 residential properties situation at Four Oaks Caravan Park, Lydiard Plain. About 3 of the residents are disabled car users and some have very young children. Enter & exit into Four Oaks is very difficult, made worse by speeding & overtaking vehicles. There have been numerous accidents along the road and on 15th March 2024 there was a fatal four car pile up. Residents at Four Oaks have appealed for something to be done to reduce the speeding and dangerous over taking vehicles.	
How long has it been an issue?	The issue has been ongoing for many years.
What would you like done to resolve this issue? Would like either speed ramps or speed sign or even a speed camera to stop people speeding on this road it's caused many accidents and unfortunately deaths to there has already been 2 accidents. It would appear that the speed limit on Braydon road is 60mph but this unclear as there were no obvious speed signs on initial inspection. Residents report vehicles doing speeds of up to 100mph. A good start would be to install speed indicator devises to at least record speeds and warn drivers to slow down. It is also necessary to install more signage and introduce new improved road marking to slow down traffic. Measures to allow residents at Four Oaks (and other locations along the road) to access and exit safely is also important. Finally, consideration needs to be given to stopping dangerous overtaking along the stretch of the road.	
Have you been in touch with your local Wiltshire Councillor? (Yes/No)	No

***This form needs to be completed and e-mailed or sent to your local Town or Parish Council.
Town and Parish contact details are available via the link below:***

<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>

Town or Parish Council Comments: (To be completed by Town or Parish Council only)
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Members are requested to CONSIDER meeting content, delegate elements to Councillors and agree proposed clubs and groups are approached to provide reports to the meeting.

Background

The Annual Parish Meeting is called and run by the Chairman of the Parish Council. It is open to all electors of the Parish, who have the right not only to attend but also to speak on any matter of local interest. The meeting has to be held between 1st March and 1st June.

Annual Parish Meeting

The planned date to hold the event is on Thursday 30th May at the Jubilee Club House starting at 6pm with refreshments from 5.30pm.

Suggested Order of proceedings and Content for 2024 Annual Parish Meeting

- Refreshments
- Display Boards and content
- A verbal report from the Chairman reviewing the Council's previous 12 months (Sally)
- A verbal report from the Vice-Chairman on the Council's vision for the next 12 months. (Mel)
- A report and discussion on Lydiard Green
- A written/oral report from WC Councillor Bucknell
- CONSIDER reports from Cake Break, Bell Ringers, Wood Turners, Speedwatch, **anyone else**
- Q & A Session

Annual Meeting of the Council

The Annual Meeting of the Council will take place before the Parish Meeting on Thursday 2nd May.

Recommendation for Annual Parish Meeting:

To CONSIDER the proposed meeting content, VOLUNTEERS to take responsibility for elements of the Annual Meeting (to include refreshments, display boards and content) and agree that the proposed organisations are invited to provide reports to the meeting.

Members are requested to NOTE and CONSIDER this invitation

Email Received:

Dear all

With the changes in the targeted operating model that took place at the start of the year, all of our Neighbourhood policing teams in the County of Wiltshire now sit under myself as the Chief Inspector for Neighbourhood Policing.

The Force has outlined how we will focus our engagement through our 'community commitments' which we have published on our website, and a key aspect to this is our visibility to Parish Councils.

My intention as your Chief Inspector for Neighbourhood policing is to hold two Neighbourhood County Parish Forums a year, one in April and another in November. The first of these is 1900-2030hrs on **Wednesday 17th April**. Whilst this doesn't replace any contact you currently have with your local teams, this will give us the opportunity to come together, for me to provide you with an update, and for you to ask any questions you might have.

The meeting will be split into two sections. During the first I will deliver a presentation, followed by an opportunity for you to ask any questions to members of your local Neighbourhood team will also be present during the meeting. Whilst there will be the opportunity to ask any questions on the night, I would encourage pre-submitted questions to ensure we can answer them either on the night or afterwards if we run out of time.

This is a virtual meeting due to the numbers involved, we are looking for just one representative from each Parish Council to attend the meeting.

****Invite sent on behalf of Chief Inspector James Brain****

Members are requested to NOTE this report and APPROVE costs of up to £1,000 for replacement trees and hedging on Lydiard Green

Footpath LMIL38 and Lydiard Green

In September 2022 (22.82) it was agreed to clear the brambles and any debris from the Green and put hardcore down along the path at the back of the Green to make it easier for walkers to access. At the same time it was agreed to look at the trees on the front of the Green around the pillbox. All this was done with the view to making footpath LMIL38 more accessible and adding information boards about WWII around the pillboxes.

In June 2023 (23.19) it was noted that Wiltshire Council had granted planning permission to remove and grind out the Leylandii, Ash, Horse Chestnut, Lime, and one Goat Willow, another Goat Willow to be 50% pollarded. These trees were to be replaced by three new trees. The trees were removed during the Autumn.

Wiltshire Council have provided a leaflet detailing the importance of planting trees for the Great Western Community Forest (which covers this area) but have not identified any specific species.

The FWP have visited the Green and have also noted that the hedging that denotes the border with the neighbouring farmland in places has gaps. There is no right of access onto this private land at any of these points. There are three pillboxes on/surrounding the Green, only one of which is on the Village Green itself. Once the information boards have been put in situ, it is possible that members of the public may try and access the private land area. The FWP are proposing that hedging is planted to discourage any access and this would also add to the wildlife habitat.

The FWP are requesting £1,000 to allow for the purchase of trees and hedging plants.

Mel Allsop
March 2024

Members are requested to NOTE this report

Planning Permission

At the March meeting, Members noted that Wiltshire Council had granted permission to undertake the improvements to the Jubilee Club House. However, there were conditions put in place, one being that the Parish Council had to submit an Additional Information Form to determine the CIL liability.

The form was completed and submitted to the CIL Monitoring Officer for Planning, who has confirmed that the project is not CIL liable. These papers will all be put on file.

Improvement Work

The improvements work started on Tuesday 26 March and will be finished by Friday 24th May.

At the meeting held in February, Members accepted a quote for improvement work and added a 10% contingency to the quote to cover the cost of the plumbing work and any unforeseen extra costs, equating to £2593.00. The plumbing work - to remove all radiators and cap off the existing pipework, then replace all radiators in new locations and re-pipe all into the system = £1,468.00.

Tina Jones
March 2024

Members are requested to APPROVE costs of up to £500 for D Day Commemoration

The Parish Council will be lighting the Beacon to commemorate the 80th anniversary of D Day Landings. Beacons will be lit across the UK at 9:15 on 6th June 2024.

There will be a blessing prior to lighting the beacon and refreshments will be provided in JCH. There will be a cost for gas for the beacon and refreshments. The school have indicated that they may want to do something during the day and we would like to contribute towards the cost of refreshments for this if required. The working party is still to finalise the arrangements and other expenditure may be needed.

We request a maximum of £500 to cover costs of the event.

Catherine Hacker
March 2024