

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

Councillors Present:

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

Others in Attendance: Four members of the public

Meeting Clerk: Tina Jones

Public Question Time:

- a. Mr Roberts, updated Members on the speeding issues in the area of the chicane, the road is not easily crossed during busy periods. He has spoken with the Police, who are aware of the issues.
 - b. Mr Tapscott, spoke regarding Min, Reference 22.81, updating Members on the current arrangements. Prior to the meeting, Mr Tapscott had shown some of the Members the clock mechanism.
- One Member of the public left the meeting.

MINUTES

22.74 Apologies for Absence

Apologies were received and accepted from Councillor Cole. Councillor Curtis joined the meeting at Minute Reference 22.83, as he had been attending the Area Board meeting for the Local Highway and Footpath and Improvements Group on behalf of the Parish Council.

22.75 Declarations of Interest and Dispensation Requests

No declarations of Interest made, and no requests for dispensations were received.

22.76 Chairman's Announcements

The Council was hoping to co-opt Mr Mohammed Suleman this evening, but he was unable to attend, his co-option request will be considered at the October meeting. There is still a vacancy on the Parish Council, and applications would be welcome.

22.77 Minutes

Members considered the minutes of the Parish meeting held on 27 July 2022. The minutes of the meeting were ADOPTED as a true record and were signed by the Chairman.

22.78 Clerk's Report – Members NOTED the 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. Clerk to obtain materials. Update Checking on requirements

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

PQT – 7 April 2022 - Item A

A resident asked if a blind spot mirror could be placed opposite the Greenhill crossroads bus stop. Clerk has contacted a Wiltshire Council Highways Engineer, has responded: It is not the practice of Wiltshire Council to authorise the use of mirrors as the road safety benefits are very much in doubt. Mirrors can give a misleading image and dazzle motorists in sunlight or with headlights reflected at night. They can also become misaligned, and their performance can be compromised by a covering of moisture or dew. Drivers involved in accidents often seek to apportion blame and the erection of a mirror on the highway could result in claims against the Highway Authority. Agreed to contact the resident and to CLOSE item.

PQT – 7 April (b) and 22 June 2022 (b)

A resident asked if a footpath could be put at Lydiard Green 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. The Clerk has been asked to locate further information and details of the scheme. Meeting update: The resident who originally made the request was present and he will also look for information he may have.

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 looking at the options available.
22.38 Jubilee Club House
DELEGATED to Clerk to investigate the provision of CCTV, an intruder alarm, the installation of PIR sensors in changing rooms, toilets and hallways and to complete the purchase of the plates, costs met from JCH small equipment renewals budget. CCTV engineers have visited to provide quotes. PIR sensors see Minute Reference 22.84 – PIR sensors CLOSED
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 - Councillors to visit the site, to be arranged, following visit to obtain feedback 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 to take forward.
PQT from 22 June
A resident asked if action had taken place regarding the overhanging branches by bus stop at Bagbury Park. Letters sent to businesses and contact made with WC for assistance.
22.61 Jubilee Club House Entrance and Field Access
Members RESOLVED to fit a height restrictor at the entrance and two removable bollards by the building, cost met from CIL funds. Bollard installation – See Minute Reference 22.86
22.63 Footpaths
Members AGREED to have a dedicated page for the Group on the Council website to show work completed, work planned, and to ask parishioners to advise the Group of any footpath problems. To be actioned by Councillors.
Clerks Report covering all previous requests for action - with current status
28.20 Parish Resilience Plan
Clerk to locate the Parish Resilience Plan circa 2007, Plan to be updated. During office tidy up, unable to locate the 2007 plan, due to length of time and changes in the parish, to source a new suitable template plan for consideration at the next meeting.
39.21 Office Equipment
A budget of £1000 was set to purchase: Office 365, Laptop, Monitor, Full Size Keyboard and mouse, quote for chair required. Ongoing
Clerks verbal update.
At the Jubilee Club House the urinals are leaking, costs to be sourced for repair or alternatives. One item of play equipment has been decommissioned, as a wooden post has become loose due to the dry weather - discussions to take place with the manufacturers. Play Bark is to be ordered.

22.79 **Financial Accounts**

Members:

- APPROVED the expenditure report covering June – August 2022
- AUTHORISED the list of outstanding payments
- RECEIVED a verbal update, a VAT Reclaim for 2021-22 of £6,610.32 has been received.

22.80 **Parish Newsletter**

Following discussions, Members APPROVED the draft newsletter, and agreed the printing costs, met from the printing budget. Councillor Sharp to ask resident for permission to use photograph in the newsletter. Meet the Councillors event to be held on the morning of 20th November.

22.81 **War Memorial Clock**

Members NOTED the report – Main Points:

- The War Memorial Clock was purchased with public donations, in memory of those who lost their lives in 1939 – 1945 from the village and hamlets, and it is in good working order.
- The current incumbents would like to relinquish their financial responsibilities to the Parish Council, funds held stand at £4,017.81

Following discussions, Members RESOLVED to take responsibility for the funds held for the maintenance of the War Memorial Clock, to keep the said funds 'ring fenced' in Ear Marked Reserves, with access to the funds made by resolution of the Parish Council.

Once the transfer of funds has been completed, the Parish Council has been asked to consider the purchase of a back up battery to cover breaks in power supply.

22.82 **Footpath Working Party**

The first stage of the project to clear the bramble and debris on the Village Green and LMIL38 has been completed. Following discussions, Members RESOLVED:

- Councillor Cole to become the Council representative to the Footpath Volunteer Group, with their activities to be reported under Council and Community representation. Councillor Westwood to write a brief for the role.
- Photographs of trees to be taken, the Clerk to then liaise with Wiltshire Council, regarding tree management and permissions required for tree works.
- Clerk to contact Wiltshire Council, regarding land management and the sowing of seeds.
- Clerk to contact Grounds company regarding the ongoing Village Green maintenance.
- Footpath Volunteer Group to take responsibility for LMIL38.
- 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

22.83 **Planning Applications**

Members NOTED the following Wiltshire Council Decisions

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Application: PL/2022/03819	Applicant: L Grace	Address: 44 Common Platt, SN5 5LB
Proposal: Single storey extension to rear and garage to side and rear		
WC Decision: Approved with Conditions		
Application: PL/2022/03024	Applicant: Mr Cleverly	
Address: Lydiard Farm, The Street, Lydiard Millicent, SN5 3LU		
Proposal: Demolition of out-buildings (sheds and small barn), erection of 2no. 2-bedroom lodges (to be used as holiday let accommodation)		
WC Decision: Approved with Conditions		
Application: PL/2022/04837	Applicant: Mr D Cole	
Address: The Old Rectory, Church Place, Lydiard Millicent, SN5 3LS		
Proposal: Proposed Works to Trees in a Conservation Area		
WC Decision: No Comment		

Councillor Curtis joined the meeting to discuss the planning applications received.

Members CONSIDERED the following applications:

Application PL/2022/05583	Householder Application Address: 4 The Close, Lydiard Millicent, SN5 3NJ Proposal: Erection of first floor extension to front elevation to enlarge bedroom.	Applicant: Mr & Mrs Evans
Members RESOLVED to make NO COMMENT.		
Application PL/2022/05583	Householder Application Address: 8 Meadow Springs, Lydiard Millicent, SN5 3NH Proposal: Erection of first floor side extension to create additional bedroom	Applicant: Mr & Mrs Trowbridge
Members RESOLVED to make COMMENT: Permission will be required from Landowners, Lydiard Millicent Parish Council for any access and that any damage caused by Contractors should be repaired and made good.		
Application PL/2022/06426	Notification of proposed works to trees in a conservation area Address: Church Farm, Church Place, Lydiard Millicent, SN5 3NE Proposal: Maple Tree – Fell	Applicant: Mr Stuckey
Members RESOLVED to make NO COMMENT.		
Application PL/2022/06506	Householder Application Address: 14 Chestnut Springs, Lydiard Millicent, SN5 3NA Proposal: Proposed partial first floor extension, single storey rear extension	Applicant: Mr & Mrs Webb
Members RESOLVED to make NO COMMENT.		

22.84 **Jubilee Club House - PIR Sensors**

Members considered the quotes received and RESOLVED to accept Quote A for £1691.58 (ex VAT - one thousand, six hundred and ninety-one pounds, 58p) met from General Reserves.

22.85 **Jubilee Club House - Utilities**

Members considered the quotes received, and RESOLVED to accept the Quote from British Gas Lite, for a one-year contract for the electricity supply.

22.86 **Jubilee Club House Car Park**

Members APPROVED the installation of a fixed bollard, to be placed alongside the removable bollards at a cost of £237.50 (ex VAT - two hundred and thirty-seven pounds,50p) met from CIL Funding. Members APPROVED the purchase of line marking paint to a maximum of £250 (two hundred and fifty pounds). Members to borrow the equipment from another Council, thanks were made for the loan of the equipment.

22.87 **Council and Community Representatives** - Members RECEIVED the following updates

Area Board (Cllr Westwood) – Next meeting 27 September
Local Highway & Footway Improvement Groups (Cllrs Curtis/Gregory) – Councillor Curtis updated Members: Greenhill Crossroads has been moved from Priority B list to Priority A. The Elms has been moved to Priority B slot, this leaves Priority One and Two vacant. Priority One and Two to be discussed at the next meeting, with Lydiard Green footpath (see Minute Reference 22.78 (PQT 7 April))
Community Carers Group (Cllr Hacker) - The Carers booklet is out in the Communities. Councillor Allsop thought the content was good, for people of all ages as well as new people to the area. Although it was disappointing to see the lack of contact details in the Royal Wootton Bassett section. Councillor Allsop asked Councillor Hacker to pass this on to the Group. Councillor Hacker said the Group may not continue.
Community Safety Forum (Cllr Sharp) – Next meeting 9 September.
Environmental Forum (Cllr Gregory) – No meetings have taken place.
Footpath Volunteer Group – Members NOTED the report received from the Group
Neighbourhood Watch (Cllr Sharp) – Nothing has been reported, Councillor Sharp to advertise the scheme in the Lydiards Magazine. Members discussed thefts and attempts in the Greenhill area, CCTV was useful.
Parish Hall (Cllr Allsop) – The Luncheon Club has closed, with the equipment offered to the Parish Hall. Cake Break will be organising a Christmas Lunch for those who attended the Luncheon Club, Councillor Allsop is also helping with the event. A Christmas Tree and mince pie event will take place on 26 November. The Car Park has been relined.
Speed Indication Devices (SIDs) (Cllr Sharp) - Councillor Sharp to provide a written report for future meetings, providing the statistical information on speeding and number of vehicles etc
Speedwatch and Lorry Watch (Cllr Sharp) - Speedwatch has not been out for a few weeks, but at the Beeches over a one-hour period, six drivers were exceeding the speed limit, this information is sent to the Police and letters should go out to the drivers.
Website (Cllr Curtis) – Councillors, Allsop, Curtis and Westwood have attended the website development training and a manual has been provided, this will enable the website to be updated and changed. A draft website policy will be presented; website content will also be discussed.

22.89 **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.

Three members of the Public left the meeting

22.90 **Land Issues**

Members NOTED the report, following discussions, Members APPROVED membership to the Open Space Society at £45 (forty-five pounds) per annum from subscriptions/membership budget. Members RESOLVED to set a budget of up to £5,000 (five thousand pounds) for legal fees and DELEGATED to the Chairman, Vice-Chairman, Councillor Hill-Wheeler and the Clerk to take forward.

22.91 **Staff Matters**

Members NOTED the information received from the Council's Human Resources Consultants, all parties have reached a legally binding agreement and the claim against the Council has been dropped.

Meeting Closed at 9.00pm