

LYDIARD MILLICENT PARISH COUNCIL MEETING
2 May 2024
held in the All Saints Church, Lydiard Millicent
at 19:12 hrs

Councillors Present:

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

Others in Attendance: 6 members of the public

Meeting Clerk: Tina Jones

Public Question Time:

- A resident raised concerned for the safety of users on footpath LMIL60. For at least the last ten years the metal gate blocking LMIL60 has been locked shut. This means that those wishing to use the footpath have to clamber over the gate or the adjoining metal bars. The Clerk asked the resident to email her the details and she would contact Wiltshire Council.
- A resident asked if better/additional signage could be placed at the chicane by the car garage as drivers seem to ignore the priority signs, and there have been some near misses. The Chairman said this request would be added on to the next agenda.
- A resident (ex Councillor) advised that a village entry sign had been knocked down and the pole bent, he had reported to the Clerk and told her where she should get it repaired or replaced, he wanted to know why it had not been done. The Clerk advised him that she does have delegated authority and had requested that the Parish Handyman looked at the damage, to see if he could repair it, in the first instance. The function of the Clerk is to find best value, and even with delegated authority there must be a budget to spend against.
- A resident asked what to do when a Speed Indicator Device was not working, who should they report it to. The Chairman said they could email the Parish Clerk; the Council will also add information to the website.

Councillor Question Time:

- Councillor Sharp advised that the mobile bakery will continue coming every second Sunday, the next visit is on 19 May, and they can be found in the Parish Hall car park.
- Councillor Coffey asked if Councillors has seen the Facebook messages asking for the gullies to be cleared in Badgers Brook, as they had contacted Wiltshire Council who had passed to Thames Water. The Clerk asked if someone could send her the residents' details etc. Councillor Westwood said the Council was aware and it had been included in the Flood Plan documents sent to Wiltshire Council.

MINUTES

24.01 Apologies for Absence

All members present.

24.02 Declarations of Interest and Dispensation Requests

Declarations of Interest were made: and.

Name	Min. Ref.	Type	Nature of Interest	Action
Cllr Allsop	24.06	Pecuniary	PL/2024/03222 - Planning application for property	Left the room
Cllr Chalker	24.06	Pecuniary	PL/2024/03222 - Planning application for property	Left the room
Cllr Selwood	24.06	Non-Pecuniary	PL/2024/03183 - Planning application for neighbouring property	Took part in discussions, but did not vote

No requests for dispensations were received

24.03 Chairman's Announcements:

- Sad to announce that Councillor Mike Sharp is retiring from the Council. He has been a valued member of the Council for many years and he will really be missed.

- The current Parish Clerk will be leaving us in the coming months. We hope to advise when the new Clerk will be joining us soon.
- As a result of Councillor Sharp's retirement, the Council now has 3 vacancies, come and join us.
- Pleased to announce the refurbishment of the Jubilee Club House is almost complete, thanks were given to All Saints Church for being so accommodating.
- The Annual Parish Meeting will be held on Thursday 30th May at the Jubilee Club House, starting at 5.30pm with refreshments, everyone welcome.

24.04 Minutes

Members considered the minutes of the Parish meeting held on 4 April 2024. The minutes of the meetings were ADOPTED as a true record and signed by the Chairman.

24.05 Wiltshire Councillor Report

The Chairman reported that WC Councillor Bucknell had contacted Wiltshire Council in respect of planning application PL/2022/00239 - Land East of Restrop Road, he has had no response.

24.06 Planning Applications

Members NOTED the following Wiltshire Council decisions:

Application Ref PL/2024/01674 - Householder Application	Applicant: Mrs Boles
Proposal: Proposed garden room and relocation of existing summer house and pagoda	
Address: 45 Common Platt, Purton, SN5 5LB	Decision: Approved with Conditions
Application Ref PL/2024/01627 - Householder Application	Applicant: Mr Brewser
Proposal: Construct detached garage, workshop with storage music room over	
Address: 23 Greenhill, Greenhill, SN4 8EH	Decision: Refused

Members considered the following applications:

Application: PL/2024/03413 - Householder Application	Applicant: Mrs Baker
Address: 18 Stone Lane, Lydiard Millicent, SN5 3LD	
Proposal: Annexe to replace existing garage	
Members RESOLVED to make NO OBJECTION to this application	

One member of the public left the meeting. Councillors Allsop and Chalker left the room while Application PL/2024/03222 was discussed.

Application: PL/2024/03222 - Householder Application	Applicants: Mr Piedade & Ms Chalker
Address: Maycroft, Common Platt, SN5 5JZ	
Proposal: First Floor extension over existing ground floor and ground floor rear extension	
Members RESOLVED to make NO OBJECTION to this application	

Councillors Allsop and Chalker returned to the room and re-joined the meeting.

Application: PL/2024/03183 - Householder Application	Applicant: Mrs Baker
Address: Lydiard Farm, The Street, SN5 3LU	
Proposal: Extensions and alterations to the existing buildings to include a two-storey side extension, two-storey rear extension, ground floor rear extension to replace a conservatory, new slate roof finish, new pentice roof and stone cladding to frontage and render to external walls. New hipped roof over annexe and new garage with ancillary accommodation over	
Members RESOLVED to SUPPORT this application	

24.07 Financial Accounts

Members APPROVED the:

- Income & Expenditure Report and Payment List to 2 May 2024.
- 2024 -2025 Regular Bank Payments List – attached to final meeting minutes
- Procedure for Payment of Accounts with no changes

Members NOTED the new Procurement Thresholds

Clerks Report

23.179 Jubilee Club House Trees
Members approved the recommendation to have the trees behind the Jubilee Club House professionally assessed. Quotes Requested
23.181 Play Area Inspection
Members noted the inspection and the issues raised. Members approved £400 for surface work and time adjustable gate closers. Concerns were raised regarding the Play Tower Decision was deferred until the Handyman could consider the options available. Quotes requested for replacement of two fence posts.
23.184 Holborn Footpath
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. Quotes Requested.
23.199 Local Highway & Footway Improvement Group (LHFIG)
Current projects: Common Platt, Greenhill Crossroads, Greatfield and speeding outside the Parish Church. A meeting to take place with Wiltshire Council representatives on 11 April to look at the projects. Members considered and APPROVED two new projects: Lydiard Green Footpath and speeding at Lydiard Plain. Projects to be prioritised at the next meeting for submission to LHFIG by 8 th May. Closed - see Minute Reference: 24.13
23.200 Parish Newsletter
Councillor Westwood gave a verbal report. Following discussions concerning ways of distributing. Members agreed to delegate to Councillor Westwood and Sharp to investigate further. Closed - see Minute Reference: 24.16
23.204 Footpath Working Group
The hedging that denotes Lydiard Green and the neighbouring farmland has gaps in places. 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. Members RESOLVED to spend up to £1000 to plant new hedging and replacement trees, met from Ear Marked Reserves set aside for Footpaths/Lydiard Green
23.206 D-Day Commemoration
The Beacon will be lit at 21:15hrs on 6 June 2024. There will be a blessing prior to the lighting of the beacon and refreshments will be provided in JCH. There will be a cost for gas for the beacon and refreshments. Members APPROVED a budget of £250. Closed - see Minute Reference: 24.17

Jubilee Club House Improvements

Members NOTED that the alterations were progressing. The two larger windows and double doors, outside steps are in place. Only one window has been put in the Parish Office, there were plans to put two, but on advice from the builder only one was added due to size. The splitting of the Referee Shower Rooms has been completed. The refurbishment of the one showerhead has been successful. There is now no requirement to look at a completely alternative shower system. However, full health and safety checks of the water system is not possible until all of the shower heads are refurbished. Members APPROVED £825.00 (eight hundred and twenty-five pounds) to replace the five remaining cartridges and shower heads and to descale. Costs to be met from Jubilee Club House Ear Marked Reserves.

Ear Marked Reserves and Community Infrastructure Levy

Members:

- NOTED and APPROVED the Ear Marked Reserves (EMR) movements
- NOTED there was no CIL expenditure in 2023-2024
- APPROVED the recommendation to move 2023-2024 Footpath Group funds (£843) and the balance of JCH Building Maintenance (£870) from General Reserves to Ear Marked Reserves.
- APPROVED the moving of CIL Funds (£2,407.93) to Ear Marked Reserves for furniture, blinds and loop system.
- Copies of all movements to be attached to final meeting minutes.

- 24.11 **Correspondence**
Members NOTED the Wiltshire Council Briefing Note regarding the new van and trailer permit scheme at Purton Recycling Centre, more details are on the Parish Council website.
- 24.12 **Wiltshire Association of Local Councils (WALC)**
Members NOTED the report and after consideration RESOLVED to rejoin WALC and NALC (National Association of Local Councils) as a new Secretary/Advisor has been appointed. Members APPROVED the annual membership fee of £594.07 (five hundred and ninety-four pounds, 07p) excluding VAT.
- 24.13 **Local Highway & Footway Improvement Group (LHFIG)**
Members RECEIVED a verbal report from Councillor Suleman based on the presented report. After discussions, Members RESOLVED to prioritise the project list as: 1.Common Platt. 2.Greenhill Crossroads. 3.Bradon Road. 4.Greatfield. 5.Speeding outside the Church. 6.Lydiard Green Footpath Extension. Members AGREED to fund the wildfowl sign outside of the prioritisation list at a maximum cost of £ 200.00 (two hundred pounds) met from LHFIG funds.
- 24.14 **Charges Review**
Members NOTED the report and after discussions, RESOLVED to set a regular user evening rate of £12.00 per hour from 1st June 2024.
- 24.15 **Parish Meetings 2024-2025**
Members NOTED the scheduled meetings: Wednesday 5 June, followed by meetings every first Thursday of the month - 4 July, 1 Aug, 5 Sept, 3 Oct, 7 Nov, 5 Dec 2024 - 6 Feb, 6 Mar and 3 Apr 2025. The January 2025 meeting will be held on the second Thursday of the month, being 9th January.
- 24.16 **Parish Newsletter**
Members NOTED the report, following discussions, Members APPROVED the production of a Lydiards magazine for every household with the parish newsletter inside, and set a budget of £525 (five hundred and twenty-five pounds), costs to be met from the Parish Newsletter budget and the balance from General Reserves.
- 24.17 **D-Day Commemoration**
Members NOTED the report from the Working Group: Members discussed the idea of a “pop up museum” in JCH on D-Day to reflect life in the parish during WW2. Event to include some WW2 artefacts, a copy of the War Book, and some pop-up banners. Each banner would be on a different theme, such as The Parish at War, The Last Line of Defence and Eating for Victory. Members APPROVED the purchase of the banners and Members APPROVED a further budget of £250 (two hundred and fifty pounds), giving a total budget of £500 for the event.
- 24.18 **Council and Community Representatives**
Members RECEIVED the following update:
Speed Indication Devices (SIDS) – Councillor Chalker reported: Vehicles recorded speeding over 30 in the 30 mph areas were 11.1% in Washpool and 14.4% in Greenhill.
- 24.19 **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.
5 Members of the Public left the meeting
- 24.20 **Land Matters**
Members discussed the correspondence from the Solicitors and the new information obtained from the Wiltshire Archives, after discussions, Members APPROVED the suggested way forward.
- 24.21 **Staff Issues**
Councillors discussed the recommendation from the Personnel Committee. Members APPROVED the appointment of Hayley Graham as the new Parish Clerk, starting in May.

Meeting Closed at 20.33 hrs