

# SEMINGTON PARISH COUNCIL

## Minutes of the meeting held on Wednesday 15 April 2009 at 8.00 pm in the Village Hall

### Present.

Councillor R Oglesby (Chairman) and Councillors P Bowyer, K Lockwood, S Rimmer, R Robinson, B Smyth, P Vooght (Part-time), C Wade and the Clerk, Roger Coleman.

County Cllr. E Clark attended (Part-time).

PC Emily Thomas of the Neighbourhood Policing Team (NPT) attended (Part-time).

There were two members of the public present, one part-time.

### **1. Declaration of Interests.**

There were no interests to declare in accordance with the Revised Model Code of Conduct.

### **2. Apologies.**

Apologies for non-attendance were received from Parish Councillor F Dobbyn.

### **3. Minutes of the Ordinary Parish Council Meeting held on 18 March 2009.**

The minutes were agreed and signed as a true and accurate record.

### **4. Adjournment.**

The meeting adjourned to give members of the public the opportunity to speak.

The Chairman then reconvened the meeting.

Following the adjournment the Chairman invited Cllr. Clerk to address the Parish Council.

County Cllr. E Clark asked the Parish Council to note the following:

- The transition from West Wiltshire District Council (WWDC) to Wiltshire Council (WC) appear to have gone smoothly, although it was early days.
- The Implementation Executive (IE ) had made the decision to transfer Summerham and Seend Electoral Division (which includes Semington) to Melksham Community Area without consultation.
- The presence of the travellers at Littlemarsh is known to Wiltshire Council and appropriate legal action is being taken.
- The Footpath Warden is to investigate reports that the Public Footpath near to the Crematorium is in a poor condition.
- Proposed revised plans for the Orders of St Johns Care Village have been received but there has not yet been a resubmitted planning application.

The Council noted that Semington had been moved from Trowbridge Community Area to Melksham Community area and that this decision by the IE had been without any prior consultation. The Clerk stated that it was disingenuous of the Deputy Leader of the IE to send a letter to the Summerham and Seend Parish Councils stating that the decision to move from Trowbridge Community Area to Melksham Community Area had been taken following careful consideration of the arguments forwarded by parishes and local councillors, when clearly this had not happened. He questioned the integrity of the Deputy Leader in putting his signature to such a letter.

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Mr Seed was invited to comment by the Chairman.

Mr Seed explained that there was no ideal solution for Summerham and Seend in respect of a Community Area because the Electoral Division was large and almost stretched from Devizes to Trowbridge. The IE had decided upon Melksham because it was relatively convenient for geographical reasons and with an Area Board comprising three rural and three urban elected members was thought to be more suited to Summerham and Seend than Trowbridge with eight urban and two rural elected members. Mr Seed recognised the controversy that this decision had provoked and although he argued that there had been a consultation period he acknowledged that this had fallen short of that expected by Parish Councils and local councillors. He added that a recent discussion with the Wiltshire Council Deputy Leader confirmed that there is to be a new consultation regarding the appropriate Community Area for Summerham and Seend and a further opportunity for a decision to be taken.

### 5. Neighbourhood Policing.

PC Emily Thomas of the Neighbourhood Policing Team (NPT) stated that she was now based at Melksham Police Station and was supported by PCSO Rose Baldock and added that the NPT now includes Seend and Poulshot. PC Thomas commented that she has now completed the Wildlife Liaison Course. She reported that there had been some criminal activity locally in Coldharbour, Great Hinton and Steeple Ashton.

Cllr. Smyth reported that there had been graffiti scrawled on the sign at the Salt Tip and Cllr. Robinson reported that there had been a refrigerator fly-tipped locally. PC Thomas replied that she was aware of the outbreak of graffiti and would report the fly-tipping to Wiltshire Council.

### 6. Planning.

a. The Clerk gave the following report on the status of extant planning applications:

09/00407	Littleton Stables	Mobile Home/Day Room	Decision Pending (Change of use – Retrospective)
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The Clerk reported that this planning application would be placed before the planning committee.

b. The Council noted the following planning applications and to decide the comments to be sent to Wiltshire Council as shown:

09/00752	The Old Manor House	Garage	<b>No Objections.</b>
09/00814	Aidan's Field Farm	Car Boot Sales	<b>No Objections</b>

The Council decided that observations are to be sent to Wiltshire Council in respect of the concerns over highway safety, especially 'sight lines' and the need to control ingress and egress from the site..

09/00826	Stourton Farm	Barn Extension	<b>No Objections.</b>
09/01004	St George's Church	Re-siting Storage Shed	<b>No Objections.</b>

c. There were no new planning applications received after 8 April 2009:

d. Cllr. Oglesby tabled a written brief on the Development Control Seminar that he asked the Clerk to send to all Council members.

e. The Parish Council resolved to delegate responsibility to a Parish Council Sub-Committee for requesting the Wiltshire Council member (or the County Councillor in the interim, prior to the elections on 5 June) to 'call in' an application for consideration by the Wiltshire Council Planning Committee. The Parish Council Sub-Committee is to comprise the Chairman (Cllr. R Oglesby), the Vice-Chairman (Cllr. P Bowyer) and Cllr. Vooght. The Sub-committee is to consult the Parish Council member nearest to the site referred to in the planning application. The Sub-Committee is to inform the Clerk if a 'call-in' is required and the Clerk will contact the appropriate Wiltshire Council member with the request.

The Clerk is to advertise the planning application on the Noticeboard and is to convene a public

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Planning meeting if requested by a member of the public or by a Parish Councillor. The Clerk is to write Terms of Reference for the Sub-Committee.

f. The review of the progress made in implementing the Parish Council Planning Strategy to prevent further planning abuses was deferred until the next meeting.

## 7. Highways.

There was nothing significant to report.

Councillors, once again observed that Wiltshire County Council (WCC) had still not installed the 'Bus Clearway' marking on the road surface in the High Street. The Clerk was asked to write to Wiltshire Council.

Cllr. Robinson asked the Clerk to investigate whether the path that emerges between 65 and 66 High Street is a Public Footpath and, if so, to ask the Footpath Warden to clear the path from obstructions.

The Chairman asked the Clerk to enquire of Wiltshire Council why the grass at the Ragged Smock had not been cut so far this year and to request that it be done forthwith.

## 8. Sports and Social Facilities in Semington – St George's Fund.

a. The Chairman reported that the Council had not been advised of any other new projects.

b. The Council reviewed the following projects:

### Sports/Recreation Field.

Cllr. Lockwood stated this project is progressing well. He commented that the Football Association is to provide some funding and that some preparatory planning work, for such matters as drainage, changing rooms, electrics and sewage disposal was now taking place. He added that West Wiltshire Crematorium were to make an application for a change of use and that work would be undertaken to provide a car park and access road.

### Village Hall Ceiling.

In the absence of Cllr. Vooght there was nothing to report.

### Wessex Close Play Equipment.

The Clerk apologised for not contacting Wiltshire Council regarding the provision of Play equipment and added that he would do so without any further delay. Cllr. Smyth stated that there were fewer pieces of equipment at Wessex Close than had been there in the past. In particular, he had observed that the slide and climbing frame were now missing.

## 9. Finance.

a. The Clerk reported that the current financial position was as follows:

### **Semington Parish Council - Financial Statement - 15 April 2009**

#### Lloyds TSB A/C 2149025

Bank Statement	£	1,433.57
28-Feb-09		

Total:	£	<b>1,433.57</b>
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#### **Credits (1 March 2009 to 31 March 2009):**

19-Mar	Transfer from A/C 7754288	£	500.00
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Total:	£	<b>500.00</b>
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16 April 2009

Roger Coleman  
Clerk to Semington Parish Council

Chairman's Signature \_\_\_\_\_

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## Debits (1 March 2009 to 31 March 2009):

STO	Clerk's Salary (February)	£	249.05
496	St Georges PCC Donation	£	450.00
497	St Georges School Donation	£	500.00
498	Office Expenses (February)	£	24.07
499	Clerk's Back Pay (Jan & Feb)	£	12.22
Total:			<b>£ 1,235.34</b>

## Balance at 31 March 2009:

<b>£ 698.23</b>
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## Credits (1 April 2009 to 15 April 2009)

None

£	-
Total:	
£	-

## Debits (1 April 2009 to 15 April 2009):

01-Apr	Clerk's Salary (March)	£	255.16
Total:			<b>£ 255.16</b>

## Balance at 15 April 2009:

<b>£ 443.07</b>
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## Lloyds TSB A/C 7754288

Bank Statement  
31-Dec-09

£ 31,831.14

This balance was erroneously stated as  
£32831.14 in Feb/March statements

## Credits

10-Jan	Interest	£	2.70
10-Feb	Interest	£	2.70
10-Mar	Interest	£	2.36
			<b>£ 7.76</b>

## Debits

04-Feb	Transfer to A/C 2149025	£	500.00
24-Feb	Transfer to A/C 2149025	£	1,000.00
19-Mar	Transfer to A/C 2149025	£	500.00
			<b>£ 2,000.00</b>

Total:		<b>£ 29,838.90</b>
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## Balance at 15 April 2009:

<b>£ 29,838.90</b>
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## Total Balance in hand at 15 April 2009:

<b>£ 30,281.97</b>
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## Semington Parish Council

### Payments to be authorised (15 April 2009).

Clerks Salary (April 2009)	£	255.16
Office Expenses (March 2009)	£	66.60
<b>TOTAL:</b>		<b>£ 321.76</b>

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## Donations/Subscriptions to be considered (15 April 2009).

None

£ -

TOTAL:

£ -

The Clerk stated that Semington Parish Council was to be subject to an Intermediate Audit by the External Auditor this year and this required the provision of additional data to the Auditor. He added that whilst this presents an additional burden he is confident that all the information required is available and that there are no matters of concern. He stated that he had recently completed the Annual Return for FY2008/09 with the Bank Reconciliation and the Annual Return confirming that all matters were in order and all receipts and payments were accounted for. He stated that the VAT Return seeking a refund of the VAT Payments had also been submitted to HMCE.

The Clerk advised the Council that two invoices had been received recently and although they could be placed on the Agenda for the next meeting for payment, he invited the Council to consider paying them now. The invoices were: Allianz Insurance Annual Premium (£583.72) and the Village Hall Hire Fee (£400). The Council resolved unanimously to make these payments.

b. The Council resolved unanimously to make the payments under 'Payments to be authorised' above.

c. The Council resolved unanimously (Proposed: Cllr. Robinson) to adopt the Financial Regulations dated 15 April 2009 – Issue 1.

### 10. Internal Audit.

The Clerk invited the Councillors to review the effectiveness of the Internal Audit. The Clerk tabled the proforma supplied by Mazars, the external auditor and added that a copy had been sent out with the Agenda papers. The Council was asked to comment on whether it considered that the nature and conduct of the internal audit was satisfactory or whether there was a need for change or improvement. The Council resolved unanimously (Proposed: Cllr. Rimmer) that the Internal Audit was effective and that it addressed all the necessary requirements for an effective internal audit and that no changes were necessary.

### 11. Environment.

Cllr. Oglesby asked the Council to note that it would benefit the appearance of the village if daffodil bulbs, or similar, were planted on the Ragged Smock in September/October time. The Council agreed with this suggestion and asked the Clerk to place this item on the Agenda at a later date.

Cllr. Robinson offered to undertake the planting of the Planters and Plant Troughs this year. The Council thanked him for being prepared to undertake this task.

At the suggestion of Cllr. Smyth, the Council agreed that there would be a Litter Pick on Saturday 9 May, commencing at 9.30 am and meeting, initially, at the Village Hall.

The Clerk was asked to write to Wiltshire Council and to request that a second 'cardboard' recycling bin be placed at the Turnpike.

### 11. Tennis Court.

a. The Clerk confirmed that the Tennis Court sign had been manufactured and passed it to Cllr. Robinson who offered to install it at the Tennis Court.

### 12. Any Other Business.

Exchange of views on matters not requiring a decision:

The Clerk asked the Council to note the information relating to:

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Information Commissioner's Office (a DVD).  
Wiltshire Council – Local Transport Plan 2011 Consultation.

Cllr. Bowyer stated that the Parish Council Noticeboard should be moved to a position near to the Village Hall now that the Village Shop building is unused. The Council agreed and Cllr. Oglesby and Cllr. Bowyer offered to talk to the Village Hall Management Committee.

The Council asked the Clerk to write to Wiltshire Council to confirm that the various planning conditions relating to planning application 07/03870 were being met and that Wiltshire Council was fulfilling its obligation to investigate other locations for possible, 'official', traveller sites.

## 13. Date of the next meeting.

To note the date of the next meetings:

- Annual Parish Council Meeting – 13 May 2009 at 7.30pm.
- Ordinary Parish Council Meeting – 13 May 2009 at 8.30pm.
  
- Annual Parish Meeting – 6 May 2009 at 8pm.

b. Cllr. Smyth stated that he was still hopeful that a speaker on 'Allotment Gardens' would be available to speak at the Annual Parish Meeting.

The meeting concluded at 10.05 pm.

R Oglesby  
Chairman, Semington Parish Council

13 May 2009