

# SEMINGTON PARISH COUNCIL

## Minutes of the meeting held on 25 November 2015 at 8.00pm in the Village Hall

### Present.

Councillor Robert Oglesby (Chairman) and Councillors P Bowyer, K Lockwood, S Rimmer, R Robinson, W Scott, P Smith, B Smyth, C Wade and the Clerk, Roger Coleman.

Wiltshire Council Cllr. J Seed attended (Part-time).

Mr Stuart Taylor attended the meeting (Part-time) at the request of the Parish Council to participate in Agenda item 11 (Semington Website). There were no other members of the public present.

### 1. **Apologies.**

All councillors were present.

### 2. **Declaration of Interests.**

There were no interests declared.

### 3. **Minutes of the Ordinary Parish Council Meeting held on 14 October 2015.**

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

### 4. **Neighbourhood Policing.**

In the absence of a member of the Neighbourhood Policing Team no report was given.

Cllr. Smyth reported that he had received the names of twelve volunteers to assist in the 'Vehicle No Entry Watch' scheme to report vehicles ignoring the No Through Road sign at the northern end of the village. He added that a briefing/training was to take place on 27 November and that it would be necessary for all volunteers to complete a vetting form prior to taking an active part in the scheme.

### 5. **Adjournment.**

In the absence of a member of the public the meeting continued without an adjournment.

### 6. **Wiltshire Council Report.**

Cllr. Seed gave a report on the following topics:

- Planning application 15/08789/FUL (Lansdowne) and issues currently being addressed by the Enforcement Officer, Wiltshire Council.
- Melksham Area Board and its success at meeting grant applications when compared to other Area Boards.
- Wiltshire Air Ambulance Charitable Trust planning application 15/10766/OUT.

### 7. **Planning.**

a. The Council noted the status of the following extant planning applications

15/02347/CLE	33 Littleton Willows	Residential Use (Certificate of Lawfulness)	Approved
15/08789/FUL	Lansdowne, Littleton, Semington	Alterations to an approved gypsy and traveller site from 5 approved pitches to 7 together with associated ancillary development (amendment to 13/06123/FUL)	Approved

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15/09725/FUL	The Old Pig Barn, High Street	Demolition of existing barn and replacing with two storey office and store	Pending
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b. The Council examined the following planning application and **resolved** to send comments to Wiltshire Council as shown (in italics):

15/10976/FUL	51 Little Marsh	Retrospective application for first floor French windows and balcony to north elevation	NEW
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*The Parish Council has no objections to this planning application.*

c. The following planning application was received after 18 November 2015:

15/10766/OUT	Land opposite Outmarsh Farm, High Street	New home for the Wiltshire Air Ambulance Charitable Trust including administrative office space, operational offices, multifunctional training facilities and associated ancillary spaces. Operational uses to include hangar, secure medical storage, helipad, approach strip, fuelling and vehicle wash facilities	NEW
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The Council **resolved** that this application be circulated to all councillors and that it be discussed and comments determined at the Parish Council meeting to be held on 16 December 2015. It was agreed by councillors that this meeting will be restricted to planning matters, financial approvals and urgent business only.

d. There were no other planning matters raised.

## 8. Finance.

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

### Lloyds A/C 2149025

Bank Statement 30 September 2015	£ 11,264.85
Total:	<b>£ 11,264.85</b>

### **Credits (1 October 2015 to 31 October 2015):**

War Memorial Donation	£ 110.00
HMRC PAYE (R P Coleman) Month 7	£ 116.40
Total:	<b>£ 226.40</b>

### **Debits (1 October 2015 to 31 October 2015):**

Clerk's Salary (September)	£ 290.94
HMRC PAYE Month 7	£ 116.40
Clerk's Expenses (September)	£ 19.64
R Heard (Memorial Books)	£ 227.47
Total:	<b>£ 654.45</b>

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Balance at 31 October 2015:

	£ 10,836.80
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Credits (1 November 2015 to 25 November 2015):

None

	£ -
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Total: £ -

Debits (1 November 2015 to 25 November 2015):

Clerk's Salary (October)

	£ 290.94
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Total: £ 290.94

Balance at 25 November 2015:

	£ 10,545.86
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Minus Semington War Memorial Monies Remaining:

	£ 375.99
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Parish Council Balance at 25 November 2015:

	£ 10,169.87
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**Lloyds A/C 7754288**

Bank Statement

	£ 7,597.45
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31-May-15

**Credits**

Interest	£ 0.30
Interest	£ 0.31
Interest	£ 0.33
Interest	£ 0.31
Interest (Approx)	£ 0.31
Interest (Approx)	£ 0.31
	£ 1.87

**Debits**

None

	£ -
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	£ -
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Balance at 25 November 2015:

	£ 7,599.32
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Total Balance in Hand at 25 November 2015:

	£ 17,769.19
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**Payments to be authorised (25 November 2015).**

Clerk's Salary (November)	£ 290.94
Office Expenses (October)	£ 18.26
R P Coleman HMRC/PAYE (Month 8)	£ 116.40

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Roger Coleman

Clerk to Semington Parish Council

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

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R Robinson (Information Board Printing)

	£	14.50
<b>TOTAL:</b>	£	<b>440.10</b>

## Donations/Subscriptions to be considered (25 November 2015).

None

	£	-
	£	-
<b>TOTAL:</b>	£	<b>-</b>

- b. The Council noted the Financial Forecast and **resolved** that no action was necessary.  
 c. The Council **resolved** to make all the payments under 'Payments to be authorised' above.

### 9. Semington Allotments.

- a. Councillors noted that there were two potential sites for allotments, namely the Hannick Homes proposal at the St Georges Road development and the Parochial Church Council field. Councillors commented that the former would be provided with the necessary services e.g. water whereas the latter currently possessed no such services. Councillors generally spoke in favour of the Hannick Homes site but Cllr. Lockwood commented that it would be necessary to view the proposed planning application to be submitted in December by Hannick Homes before taking the matter further.  
 b. Cllr. Smyth reported that thirteen persons had expressed an interest in acquiring an allotment plot.  
 c. Councillors expressed the view that the Semington allotments should be managed by an independent Allotment Society and that enquiries should be made as to how the allotment site could remain in public ownership if the allotment project founders. The Clerk suggested that the Parish Council could become Custodian Trustees and that may give the protection required. Councillors agreed to invite representatives from Hilperton who had recently established allotments in that village to address the Parish Council after the Hannick Homes planning application had been submitted.

### 10. Highways/Environment.

- a. Cllr. Scott reported that the pothole near to the school at Pound Lane had become a serious hazard and Cllr. Robinson reported that fly-tipping had taken place near to the canal and that waste oil had been poured down a drain in the same area. Cllr. Smyth stated that he would speak to Stuart Renfrew in respect of the pothole and Cllr. Robinson added that Wessex Water is investigating the oil disposal issue.  
 b. Cllr. Robinson tabled A3/A2 size paper prints of the proposed Information Board for councillors to examine and comment. It was agreed that councillors would provide further comments to Cllr. Robinson outside the meeting and Cllr. Robinson offered to obtain costings for the manufacture and installation of two Information Boards – one to be located at/near to the canal; the other at the other end of the village at/near to the Ragged Smock green.  
 c. Cllr. Rimmer reported that the 'tree planting plan' for the wide verge opposite to the crematorium had been implemented and that in excess of one hundred trees were planted. He added that over the last three years some five hundred and eighty six trees had been planted in the village.  
 d. Cllr. Rimmer stated that a Working Party had completed the pruning of the hedge that runs alongside the Village Hall footpath. The Council **resolved** to thank all those who had taken part and in particular Julia and John Masters for the use of their trailer and for disposing of the arisings.

The Chairman stated that one of the property owners adjoining the hedge had expressed a wish to erect a new plastic fence to replace the existing broken fence. Cllr. Smyth stated that he would

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Roger Coleman  
 Clerk to Semington Parish Council

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

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speak to Stuart Renfrew and establish who the parishioner needed to contact at Wiltshire Council in order to make enquiries regarding a new fence.

e. Cllr. Rimmer reported that the Christmas tree had now been obtained and that it would be erected and decorated during the weekend 28/29 November and he invited councillors to meet at 10 am on the Saturday morning.

Cllr. Smyth stated that he had a list of carols that were to be sung at the Carol Service to be held at the tree and Cllr. Scott offered to print off the requisite number of sheets – estimated to be around one hundred.

### 11. Semington Website.

The Chairman invited Stuart Taylor, the Semington Village webmaster, to give a report on his review of the website in the light of the survey of public opinion that he had recently carried out. Mr Taylor gave a detailed report and added that he would be modifying some aspects of the website in the light of comments received. He requested that the Clerk sends him details of new Semington planning applications for him to publicise on the website and he added that he can accommodate content in a variety of formats including WORD, Excel and pdf. Mr Taylor stated that he would be implementing the changes soon and that he would conduct a further review/survey in February in order to judge the success of the changes.

The Chairman thanked Mr Taylor for his report and for his work as webmaster.

### 12. Standing Orders.

The Council **resolved** to approve the Semington Parish Council Publication Scheme, Issue 1, dated 25 November 2015.

The Council **resolved** to approve the Semington Parish Council Data Protection Policy, Issue 1, dated 25 November 2015.

### 13. Melksham Community Area Board/Community Area Transport Group Meetings.

There was nothing reported.

### 14. Wilts & Berks Canal.

There was nothing reported.

### 15. Tennis Court.

There was nothing reported.

### 16. Any Other Business.

The Clerk reported the following:

- War Memorial Trust Bulletin – November 2015.
- Clerk and Councils Direct – November 2015.

Cllr. Rimmer reported that the Turnpike Business Park was regularly congested with vehicles, in particular those visiting the Off-Licence premises at West Ashton Farms.

Cllr. Lockwood requested that the following topics are on the Agenda for the January meeting; Wessex Close Play Area and recognition of the work undertaken by Lee Norris in respect of litter-picking.

Cllr. Bowyer stated that the Independent Living Centre (ILC) wished to erect a direction sign on the roundabout. He was advised that the ILC needed to contact Wiltshire Council.

### 17. Date of Next Meeting.

The Council noted the date of the next Parish Council meetings thus:

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Roger Coleman  
Clerk to Semington Parish Council

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

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- Ordinary Parish Council Meeting – 16 December 2015 at 8pm.

It was proposed that the subsequent meetings are held on 27 January 2016, 24 February 2016 and 23 March 2016.

The meeting concluded at 10.15pm.

R A Oglesby  
Chairman, Semington Parish Council

# SEMINGTON PARISH COUNCIL

## Financial Forecast at 31 October 2015

ITEM (Description)	Agreed Budget FY2015/16	Actual Expenditure 31-Oct-15	Estimated Expenditure FY2015/16
<b><u>Income:</u></b>			
Precept	9500	9500	9500
Lloyds A/C 7754288 (Ex. St Georges Fund)	5	2	5
Lloyds A/C 2149025	0	0	0
Tennis Court Insurance	0	0	0
VAT Reclaim	634	634	634
Tennis Court Maintenance Fund	0	0	0
<b>Total Income</b>	<b>10139</b>	<b>10136</b>	<b>10139</b>
<b><u>Expenditure:</u></b>			
Clerk Salary	3491	2037	3491
Expenses	250	156	250
Office Allowance	150	125	125
Tennis Court Insurance	0	0	0
Chairman	0	0	0
Hire Hall	500	450	450
Audit	230	230	230
Subscriptions	75	36	36
Insurance	750	677	677
Community (Section 137)	1250	720	1250
Neighbourhood Plan	0	0	0
Training	0	0	0
Elections	1000	0	1000
	<b>7696</b>	<b>4431</b>	<b>7509</b>
<b>Net Income</b>	<b>10139</b>	<b>10136</b>	10139
<b>Net Expenditure</b>	<b>7696</b>	<b>4431</b>	7509
<b>Surplus</b>	<b>2443</b>	<b>5705</b>	<b>2630</b>

Balance Carried Forward at 31 March  
2015: £15,211.16  
(as per Annual Return FY2013/14)

**Forecast Balance Carried Forward at 31 March 2016: £17,841.16**

**General Fund carried Forward at 31 March 2016: £12,531.16**

**Tennis Court Fund carried Forward at 31 March 2016: £5,310.00**  
(Approx)

**War Memorial Renovation:**

Expenditure (FY2015/16): **£346.00**  
Balance Remaining: **£376.00**