

SEMINGTON PARISH COUNCIL

DRAFT Minutes of the meeting held on 27 April 2016 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 Councillor Cllr. J Seed attended (Part-time).

There were two members of the public present initially.

1. **Apologies.**

Apologies for non-attendance were received from PCSO Helen Wilson of the Neighbourhood Policing Team.

2. **Declaration of Interests.**

There were no interests declared.

3. **Minutes of the Ordinary Parish Council Meeting held on 23 March 2016.**

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

4. **Neighbourhood Policing.**

The Clerk reported that PCSO Wilson had sent a brief written report to him prior to the meeting. The Clerk read out this report (shown below in italics).

I have looked on the system as far back as the 23 March up until today and I am happy to report that there have been no reported issues to us – which is fantastic.

An update on the No Entry Watch so far 385 vehicles have turned on seeing the volunteers and I have sent out 86 advisory letters. We had a police unit sit by the No Entry on the weekend for a couple of 30 minute slots and no offences were committed.

Cllr. Smyth stated that it was necessary to recruit new members to assist in the No Entry Watch scheme. Councillors commented that it was in the very early morning that the No Entry was ignored and that an early morning shift by the No Entry Watch team was necessary to deter those ignoring the sign. Further discussion ensued and arrangements made for such an early shift to take place.

5. **Adjournment.**

The Chairman adjourned the meeting for members of the public to raise any matters of interest. The Chairman reconvened the meeting.

6. **Wiltshire Council Report.**

Cllr. Seed gave the following report:

Seend.

New traffic control signs are to be erected at Seend to enable better control of vehicles at the 'pinch point'.

CCTV Cameras.

Wiltshire Council is attempting to identify the party/organisation responsible for temporarily erecting the CCTV cameras in Semington.

29 April 2016

Roger Coleman
Clerk to Semington Parish Council

Chairman's Signature _____

SEMINGTON PARISH COUNCIL

Littleton Stables.

It is understood that the caravan on the site is to provide temporary accommodation whilst building work is taking place.

Landsdowne.

The burning of material at this site is being closely monitored by Wiltshire Council.

7. Planning.

a. The Council noted the status of extant planning applications thus:

| | | | |
|--------------|-------------------------|--|---------|
| 15/12704/FUL | 29 High Street | Conversion of outbuilding to create ancillary (annexe) accommodation | Pending |
| 16/00054/LBC | 29 High Street | Conversion of outbuilding to create ancillary (annexe) accommodation | Pending |
| 16/01678/OUT | Land at St Georges Road | Erection of up to 24 dwellings with associated access and parking and land for allotments (Reserved matters: Access. | Pending |

b. There were no planning applications received after 20 April 2016.

c. The Council discussed at some length the proposal by Richborough Estates to discuss possible plans for development in Semington with the Parish Council. The Council **resolved** that it would not participate in a private meeting with Richborough Estates as this would be contrary to the public interest. The Council **resolved** that the following reply be sent to Richborough Estates (shown in italics):

Thank you for your email.

Whilst the Parish Council understands your reluctance to outline your housing development proposals at an open meeting, it hopes that you also understand its reluctance, as a democratically-elected body accountable to villagers, to discuss such matters in a closed session.

However, perhaps there is a way round this, for example by a small number of parish councillors meeting, informally, with you to hear what you have to say.

If you think that this is a way forward, please get back to me with suggested dates.

The Clerk was requested to send this reply to Richborough Estates.

The Clerk reported that he had received the following queries from the Planning Officer at Wiltshire Council in respect of the allotments associated with planning application 16/01678/OUT (shown in italics):

1. *Does the PC wish to be the owners of the allotments, albeit leasing (via a formal agreement) to an Allotment Society/Management Co. OR Does the PC wish Hannick Homes/Agent to nominate a Management Company to manage the allotments independently of the PC? The s106 Agreement will require the allotments to be allotments in perpetuity but if the ownership of them is not the PC the 'perpetuity' cannot be guaranteed.*

2. *Do you wish Hannick Homes/Agent to lay out the allotments or do you wish to leave that to the Allotment Society/Management Co. to undertake?*

SEMINGTON PARISH COUNCIL

3. *Timescales - At what point do you want the allotments to be availableat the occupancy of the first dwelling, eg. the 20% dwelling occupancy point? Or when?*

The Council **resolved** that the response to Wiltshire Council is to be as follows:

Question 1: The Parish Council is to be the owner of the allotments.

Question 2: Hannick Homes/Agent is to lay out the allotments.

Question 3: The allotments are to be available when the housing construction is 75% completed.

The Clerk was asked to inform Wiltshire Council.

The Council noted the correspondence from Wiltshire Council stating that planning application W/12/01080/FUL (Creation of a new waterway etc) had been amended.

The Council **resolved** that the amended plans are confusing to understand in the context of the plethora of previous documents that supported the original planning application. The Council further **resolved** that the planning application 'package' comprises a very large number of documents, many inter-related and it is very difficult to navigate through them to establish the existing planning position. A new document is required pulling together these disparate documents to enable proper debate on the current position. The Clerk was requested to send these comments to Wiltshire Council.

8. Finance.

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

Lloyds A/C 2149025

| | | |
|------------------------------------|---|----------|
| Bank Statement 29 February 2016 | £ | 9,437.33 |
|------------------------------------|---|----------|

| | | |
|--------|---|-----------------|
| Total: | £ | 9,437.33 |
|--------|---|-----------------|

Credits (1 March 2016 to 31 March 2016):

| | | |
|----------------------------------|---|--------|
| HMRC PAYE (R P Coleman) Month 12 | £ | 116.40 |
|----------------------------------|---|--------|

| | | |
|--------|---|---------------|
| Total: | £ | 116.40 |
|--------|---|---------------|

Debits (1 March 2016 to 31 March 2016):

| | | |
|---------------------------|---|--------|
| Clerk's Salary (February) | £ | 290.94 |
|---------------------------|---|--------|

| | | |
|------------------------|---|-------|
| Clerk's Expenses (Jan) | £ | 14.39 |
|------------------------|---|-------|

| | | |
|------------|---|-------|
| R Robinson | £ | 25.00 |
|------------|---|-------|

| | | |
|----------------|---|-------|
| Victim Support | £ | 50.00 |
|----------------|---|-------|

| | | |
|------------------------|---|-------|
| Clerk's Expenses (Feb) | £ | 13.25 |
|------------------------|---|-------|

| | | |
|----------------------------------|---|--------|
| HMRC PAYE (R P Coleman) Month 11 | £ | 116.40 |
|----------------------------------|---|--------|

| | | |
|----------------------------------|---|--------|
| HMRC PAYE (R P Coleman) Month 12 | £ | 116.40 |
|----------------------------------|---|--------|

| | | |
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| Total: | £ | 626.38 |
|--------|---|---------------|

Balance at 31 March 2016:

| | |
|---|-----------------|
| £ | 8,927.35 |
|---|-----------------|

Credits (1 April 2016 to 27 April 2016):

| | | |
|--|---|--------|
| WC Area Board Grant (Information Boards) | £ | 530.00 |
|--|---|--------|

| | | |
|--------|---|---------------|
| Total: | £ | 530.00 |
|--------|---|---------------|

29 April 2016

Roger Coleman

Clerk to Semington Parish Council

Chairman's Signature _____

SEMINGTON PARISH COUNCIL

Debits (1 April 2016 to 27 April 2016):

| | | | |
|------------------------|--------|---|---------------|
| Clerk's Salary (March) | | £ | 290.94 |
| | Total: | £ | 290.94 |

Balance at 27 April 2016:

| | | | |
|--|--|---|-----------------|
| | | £ | 9,166.41 |
|--|--|---|-----------------|

Minus Semington War Memorial Monies Remaining:

| | | | |
|--|--|---|---------------|
| | | £ | 375.99 |
|--|--|---|---------------|

Parish Council Balance at 27 April 2016:

| | | | |
|--|--|---|-----------------|
| | | £ | 8,790.42 |
|--|--|---|-----------------|

(Excluding F&2016/17 Precept)

Lloyds A/C 7754288

| | | | |
|-----------------------------|--|---|----------|
| Bank Statement 31-Mar-16 | | £ | 7,600.58 |
|-----------------------------|--|---|----------|

Credits

| | | | |
|-------------------|--|---|-------------|
| Interest (Approx) | | £ | 0.30 |
| | | £ | 0.30 |

Debits

| | | | |
|------|--|---|---|
| None | | £ | - |
| | | £ | - |

Balance at 27 April 2016:

| | | | |
|--|--|---|-----------------|
| | | £ | 7,600.88 |
|--|--|---|-----------------|

Total Parish Council Balance at 27 April 2016:

| | | | |
|--|--|---|------------------|
| | | £ | 16,391.30 |
|--|--|---|------------------|

Payments to be authorised (27 April 2016).

| | | | |
|---------------------------------|---------------|---|-----------------|
| Clerk's Salary (April) | | £ | 290.94 |
| Office Expenses (March) | | £ | 38.97 |
| R P Coleman HMRC/PAYE (Month 1) | | £ | 116.00 |
| Zurich Insurance Renewal | | £ | 705.87 |
| | TOTAL: | £ | 1,151.78 |

Donations/Subscriptions to be considered (27 April 2016).

| | | | |
|------|--|---|---|
| None | | £ | - |
| | | £ | - |

TOTAL:

| | | | |
|--|--|---|---|
| | | £ | - |
|--|--|---|---|

SEMINGTON PARISH COUNCIL

The Clerk presented the Annual Return to the Council and commented that the Internal Auditor had undertaken the Internal Audit and that all matters were satisfactory. The Chairman confirmed that he had received a letter from the Internal Auditor to that effect.

b. The Council unanimously **resolved** to approve Section 1 (Annual Governance Statement 2015/16) of the Annual Return and the Chairman signed it on behalf of the Council.

c. The Council unanimously **resolved** to approve Section 2 (Accounting Statements 2015/16) of the Annual Return and the Chairman signed it on behalf of the Council.

The Chairman, on behalf of the Council, thanked the Clerk for undertaking his accounting duties conscientiously.

d. The Council **resolved** to make all the payments under 'Payments to be authorised' above including a payment of £29.99 to Cllr. Rimmer for the Lawnmower Storage Cabinet lock and £100 to the Internal Auditor.

The Clerk stated that Victim Support had written to the Parish Council thanking it for its donation.

9. Highways/Environment.

a. There were no matters reported.

b. Councillors noted that the Melksham Area Board had awarded the Parish Council a grant of £530 towards the cost of the Information Boards. Cllr. Robinson confirmed that he had now sent the Clerk details of the Information Boards and added that they can now be ordered.

c. Councillors are continuing to identify possible locations for the Interpretation Boards and Lecterns and **resolved** that one is to be placed on the Ragged Smock green and the location for the second one is to be agreed at the next meeting. The Clerk reminded councillors that the Parish Council owned the Bus Shelters and that placing an Information Board in one of the Bus Shelters would only need permission from the Parish Council.

d. Cllr. Lockwood reported that the Play Equipment at Wessex Close needed cleaning and that he would undertake this task.

e. The Clerk tabled a letter sent recently by Fisher German to the Parish Council that had been originally sent in 1995 to the Parish Council on behalf Esso Petroleum confirming that the Parish Council did not own any land through which the pipeline passed.

f. Cllr. Scott stated that following the receipt of correspondence from the West Wiltshire Ramblers in which the West Wilts Rambler Group had offered assistance in footpath maintenance he had surveyed a number of paths and stiles and had identified some problems that needed to be addressed, such as overgrown vegetation blocking a stile. He added that he is to contact the Ramblers Group and to advise it of the problems.

Cllr. Smyth commented that he had been advised of an increase in dog fouling in the village and that he intended to include an article in the Village Newsletter.

10. Melksham Community Area Board/Community Area Transport Group Meetings.

There was nothing reported other than the award of a grant - Refer to Minute 9b.

11. Wilts & Berks Canal.

There was nothing further reported – Refer to Agenda item 7d.

SEMINGTON PARISH COUNCIL

12. Tennis Court.

Cllr. Robinson commented that a repair could easily be undertaken on the net without the need to procure a new one. He stated that he would undertake the repair.

13. Any Other Business.

Cllr. Smyth reported that a Magnolia tree had been donated to the Parish Council.

Cllr. Robinson reported that a fence needed to be repaired that he believed was the property of Wiltshire Council.

Cllr. Smith stated that he had made an application to Wiltshire Council for new Rights of Way to be established in the fields at the bottom of Pound Lane and that he had made this application as a private citizen and not as a parish councillor on behalf of the Parish Council.

Cllr. Oglesby suggested that Wiltshire Council should be contacted and requested to name the canal aqueduct and that this was something that Wiltshire Council had proposed many years ago. Councillors agreed that this should be pursued and that the name 'Noad Aqueduct' was favoured.

14. Date of Next Meeting.

The Council noted the date of the next meetings thus:

- 25 May 2016 - Annual Parish meeting at 7pm.
- 25 May 2016 - Annual Parish Council meeting at 7.30pm approx. (immediately following the Annual Parish Meeting)
- 25 May 2016 - Ordinary Parish Council meeting at 8pm approx. (Immediately following the Annual Parish Council meeting).

The Clerk stated that subsequent meetings are held on the following dates:

- 15 June 2016, commencing at 8pm – Ordinary PC Meeting.
- 20 July 2016, commencing at 8pm – Ordinary PC Meeting.

The meeting concluded at 10.10pm.

R A Oglesby
Chairman, Semington Parish Council