

SEMINGTON PARISH COUNCIL

DRAFT Minutes of the meeting held on 17 July 2019 at 8.00pm in the Village Hall

Present.

Councillors B Smyth (Chairman), M Kasasian, R Oglesby, P Smith, C Wade and the Clerk, Roger Coleman.

There was one member of the public present.

In the light of the recent resignation of Cllr. R Robinson, the Chairman made the following statement (in italics):

For the last fourteen years, Ron Robinson has been a stalwart of this Parish Council and as you know he is moving back up North to Alston on the Pennine Way and has recently resigned as a Semington parish councilor. Ron has always been very keen to get fully involved in the various activities that we as a Parish Council undertake. The ones that come to mind are the provision of the Information Boards, organising regular Litter Picks, planting and maintaining the village flower containers, major involvement of the development of the Ragged Smock Green, the Jubilee Wood as well as many other activities. We will miss his enthusiasm and energy and we all wish him and June well for the future.

All councillors **resolved** to support the statement by the Chairman.

1. **Apologies.**

Apologies for non-attendance were received from Parish Councillors P Bowyer, S Rimmer and W Scott, Wiltshire Council Cllr. J Seed and PCSO Maggie Ledbury.

2. **Declaration of Interests.**

There were no interests declared by councillors.

3. **Minutes of the Ordinary Parish Council Meeting held on 12 June 2019.**

The Council **resolved** that the minutes were a true and accurate record. The Chairman signed the minutes.

4. **Actions.**

The Actions in accordance with the Action Grid were addressed and the current state is recorded on the attached Action Grid dated 17 July 2019.

5. **Community Policing.**

a. PCSO Ledbury of the Community Policing Team had sent the Clerk the June monthly report that he had subsequently sent to all councillors. The Clerk read out that part of the report that dealt with local issues and this is reproduced below (in italics):

ED13 Beat Code Monthly Report for July's Meeting 2019

Poulshot

22nd

Theft of Chain Saw – Dairy.

Bulkington

No Reports

Keevil

10th

Criminal Damage to garage window – main Street.

Steeple Ashton

18 July 2019

Roger Coleman

Clerk to Semington Parish Council

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No Reports

Great Hinton

No Reports.

Semington

3rd

Criminal Damage – Pound Lane

3rd

Criminal Damage – Semington Village Hall.

7th

Criminal Damage to a Caravan – Semington.

11th

RTC – Car-v-Scooter (FTS) – Semington Road.

13th

3 Vehicle RTC – Injury – A361.

20th

Public Order Offence – Semington.

20th

Car seized – No Insurance – Semington Turnpike.

21st

Malicious communications – Semington.

22nd

Criminal Damage – Semington.

23rd

Burglary – Semington Business.

Seend

5th

Postman bitten by dog – The Lye.

17th

Male arrested for theft of vehicle and DUI – A365 Seend.

For a detailed breakdown of the crime in your area visit...

<https://www.police.uk/wiltshire/>

Sector Inspector – Inspector Andy Fee – andy.fee@wiltshire.pnn.police.uk

Community Coordinator – Pc Charly Chilton – charlotte.chilton@wiltshire.pnn.police.uk

End of Report.

The Chairman stated that he had met up with PCSO Ledbury prior to this meeting and reviewed the various incidents above, recorded for Semington but there was nothing significant to add to the reports stated. He added that he also discussed the future pattern of PCSO work in Beat Area ED13 but it was evident that there was a general lack of Community Policing resources in the Melksham Community Area compared to previous years.

b. The Chairman stated that eight new Neighbourhood Watch signs were required and that he would contact the local Chairman, Neighbourhood Watch and enquire how they may be acquired. He noted a comment from a member of the public that it may be possible to obtain replacement 'self-adhesive' signs by mail order at a far lower cost than procuring new rigid signs and he agreed to investigate this option. He commented that he would contact Cllr. Bowyer to ascertain what progress had been made in obtaining replacement signs.

c. The Clerk confirmed that he had written again to the Police & Crime Commissioner (P&CC) to seek an answer to the original letter that had focused on the lack of visibility of, or engagement with, the Community Policing Team and that he had received a reply from the P&CC. The Clerk read out the reply from the P&CC to the meeting. Councillors commented that the reply indicated that there was a serious lack of resources to support an improved community policing policy and that the current situation is unlikely to change in the short-term.

6. Adjournment.

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

7. Wiltshire Council Report.

In the absence of Cllr. Seed there was no report.

8. Planning.

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

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| | | | |
|--------------|--|--|----------|
| 19/02147/OUT | Land North of St Georges Road, Semington | Residential development of up to 26 dwellings (of which 50% would be affordable) with associated car parking, access, internal roads, public open space (including retention of the existing WW2 Pill Box), landscaping, drainage etc. | Pending |
| 19/04362/FUL | Mobile Home, Aidans Field Farm | Erection of an agricultural workers dwelling | Approved |

Cllr. Oglesby stated that it was obvious that Wiltshire Council would exceed the 'Target Date for Decision' of 12 July 2019 promulgated with Planning application 19/02147/OUT because it wished to resolve queries with the applicant and he questioned the validity of such a 'Decision Date'.

b. The following planning applications were examined by the Parish Council and the Council **resolved** to send comments to Wiltshire Council as shown (in italics):

| | | | |
|--------------|---------------------------|---|-----|
| 19/05278/FUL | Cliffords, 29 High Street | Re-roofing of existing garden summerhouse | New |
|--------------|---------------------------|---|-----|

The Parish Council has no objections to this proposed development.

| | | | |
|-------------|---------------------------|---|-----|
| 19/0526/LBC | Cliffords, 29 High Street | Re-roofing of existing garden summerhouse | New |
|-------------|---------------------------|---|-----|

The Parish Council has no objections to this proposed development.

| | | | |
|--------------|---------------|--|-----|
| 19/05875/FUL | 5 Manor Close | Single storey side extension and new stove flue to existing dwelling house | New |
|--------------|---------------|--|-----|

*The Parish Council objected to this proposed development for the following reason:
 'The proposed flue is not high enough and will not disperse the fumes effectively and efficiently.
 The proposed flue will permit fumes to directly affect neighbouring properties and this will cause a significantly loss of amenity to the neighbouring properties.'*

c. There were no planning applications received after 10 July 2019.

d. The Chairman stated that he would attend the 'Local Plan Review Meeting' at County Hall on 22 July 2019 (1600hrs to 1800hrs). Cllr. Smith indicated that he would also attend if no-one else was available.

9. Finance.

a. The Clerk reported that the current financial position at 17 July 2019 was as follows:

Lloyds A/C 2149025

| | | |
|---|---|------------------|
| Bank Statement | £ | 18,423.63 |
| 31 May 2019 | | |
| NB. Additional Payment (7/5/19) for Defibrillator (£2160) | | |
| Total: | £ | 18,423.63 |

Credits (1 June 2019 to 30 June 2019):

| | | |
|-------------------|---|---------------|
| HMRC PAYE Month 2 | £ | 140.00 |
| Total: | £ | 140.00 |

Debits (1 June 2019 to 30 June 2019):

| | | |
|----------------------|---|--------|
| Clerk's Salary (May) | £ | 335.12 |
|----------------------|---|--------|

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| | | |
|------------------------|----------|---------------|
| Clerk's Expenses (May) | £ | 49.53 |
| HMRC PAYE Month 3 | £ | 133.20 |
| Shred-It | £ | 3.17 |
| Total: | £ | 521.02 |

Balance at 30 June 2019: **£ 18,042.61**

Credits (1 July 2019 to 17 July 2019):

| | | |
|-------------------|----------|---------------|
| HMRC PAYE Month 3 | £ | 133.20 |
| Total: | £ | 133.20 |

Debits (1 July 2019 to 17 July 2019):

| | | |
|--|----------|---------------|
| Clerk's Salary (June) (Paid 1 July 2019) | £ | 341.90 |
| Village Hall Hire | £ | 490.00 |
| Total: | £ | 831.90 |

Balance at 17 July 2019: **£ 17,343.91**

Parish Council Balance at 17 July 2019 **£ 17,343.91**

Lloyds A/C 7754288

| | | |
|-----------------------------|---|----------|
| Bank Statement 31-Mar-19 | £ | 7,634.38 |
|-----------------------------|---|----------|

Credits

| | |
|-----------|-------------------|
| 09-Apr-19 | Interest (Approx) |
| 09-May-19 | Interest (Approx) |
| 09-Jun-19 | Interest (Approx) |
| 09-Jul-19 | Interest (Approx) |

£ 1.32

Debits

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

Balance at 17 July 2019: **£ 7,635.70**

Total Balance in Hand at 17 July 2019: **£ 24,979.61**

Payments to be authorised (17 July 2019).

| | | |
|---|---|--------|
| Clerk's Salary (July) To be paid 1 August 2019 | £ | 341.90 |
| Clerk's Salary (August) To be paid 1 September 2019 | £ | 341.90 |
| Office Expenses (June) | £ | 32.20 |
| HMRC PAYE Month 4 (Due 5 August) | £ | 140.40 |

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(includes tax on £6.78 = £341.90 - £335.12 due 1 July 2019)

(Salary paid 1/7/19 = £341.90. Tax was paid on salary of £335.12)

(Also underpayment of 80p tax at Month 3 included)

| | | |
|--|---|--------|
| HMRC PAYE Month 5 (Due 5 September) | £ | 136.80 |
| IC Data Protection Annual Subscription | £ | 40.00 |

| | | |
|---------------|----------|-----------------|
| TOTAL: | £ | 1,033.20 |
|---------------|----------|-----------------|

- b. The Council **resolved** to make all the payments under 'Payments to be authorised' above.

The Chairman, on behalf of the Council stated that, in future, a review of Parish Council business, including the work of the Clerk, would be undertaken in October and April each year to ensure that the Council was fully discharging its responsibilities, including new Central Government initiatives, and that the Clerk's Terms of Reference and remuneration (including hours worked) accurately reflected the responsibilities and duties of the Clerk. The Clerk fully supported this proposal.

10. Highways/Environment.

- a. There were no highways/environmental issues that had been reported to Wiltshire Council for the attention of the Parish Steward. The Chairman stated that now that Cllr. Robinson had resigned, it would be necessary for another councillor to be the link with the Parish Steward and to complete the monthly Excel Spreadsheet that identified necessary tasks for the Parish Steward. Cllr. Smith commented that there were weeds in the roadways, gutters and pavements throughout the village and the Parish Steward should be asked to clear them from those locations.

Cllr. Smith suggested that there could be a Litter Pick in the village. This view was endorsed by other councillors and the Council **resolved** to allocate £250 for Cllr. Smyth to purchase necessary equipment e.g. litter pickers, rubbish sacks/hoops to support the Litter Pick. The Council agreed to hold a 'Village Litter Pick' on 7 September 2019 – meeting at the Village Hall. Cllr. Smith indicated that, meanwhile, he would engage in an 'independent' Litter Pick.

- b. The Chairman stated that the subject of the sponsorship of the Semington roundabout would be deferred until Cllr. Rimmer was present.

- c. The recently installed CCTV at the Bus Gate was discussed and the Clerk was asked to contact Cllr. Seed for a report on its utility in assisting in deterring vehicles from abusing the 'No Entry' sign at the Bus Gate and/or in gaining evidence to support the installation of an 'Enforcement camera'.

The Parish Council **resolved** that it supported the new signage proposed by the Air Ambulance Station.

- d. The matters of the Commemorative Bench, the Information Board in the Telephone Kiosk and the Commemorative Tree Memorial Plaque were deferred by the Chairman until Cllr. Rimmer was present.

- e. An additional item – mistakenly omitted from the original Agenda.

The Council **resolved** that additional bulb planting (daffodils) is to be undertaken in the village and it **resolved** that Cllr. Oglesby be allocated a maximum of £150 to purchase the bulbs in time for planting in September.

11. Footpaths.

- a. The Chairman, on behalf of the Council, thanked Mr D Vooght and Cllr. Scott for their respective reports detailing the condition of the Rights of Way in Semington Parish and whether or not there was clear signage showing the Rights of Way for those members of the public using them. The Council **resolved** that the following action be taken:

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- Cllr. Smith is to contact Wiltshire Council, Rights of Way Officer, with the reports and to seek that Officer's advice as to how best to proceed in clearing obscured paths and installing improved signage.
- Cllr. Smyth is to contact the Ramblers' Association with the reports and to seek the Association's advice as to how best to proceed in clearing obscured paths and installing improved signage.

b. This item is covered under Agenda item 11a above.

12. Semington Village Website.

The Chairman deferred this matter until a subsequent meeting.

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

There was nothing reported except that the next CATG Meeting is to be held on 3 October 2019.
Clerk's Note.

This meeting has since been rearranged for 17 October 2019 at Melksham Fire Station, 4pm to 6pm

14. Wilts & Berks Canal.

There was nothing reported.

15. Tennis Court and Wessex Close Play Areas.

a. In the absence of a confirmed figure from the contractor, the Council **resolved** that a Tennis Fund total of £15,000 should be accumulated/allocated over the next ten years or so to allow for the refurbishment cost likely to be incurred for the Tennis Court. The Council **resolved** to allocate £1000 forthwith and thereafter £1000 annually until the sum of £15,000 is reached. This sum and those following annually are to be retained in Lloyds A/C 7754288.

Clerk's Note.

At 31/3/14 A/C7754288 = £7593.04 of which £5303.83 represented the Tennis Court Fund.

At 31/3/19 A/C7754288 = £7634.38 of which £5317.10 represented the Tennis Court Fund.

(The A/C attracted interest of 0.05%)

Allowing for the £1000 transferred by resolution on 17/7/19, the (now current) Tennis Court Fund stands at £6317.10 (plus interest) at 31/7/19. This sum is contained within the existing balance of £6317.10 (plus interest) so no formal transfer is necessary.

b. The Clerk stated that he had nothing further to report in respect of the repair of the unserviceable play equipment – the 'Tornado' – at Wessex Close except that he would continue to 'chase' Wiltshire Council for a reply to his original request that Wiltshire Council provide an estimate for its repair. The Clerk commented that notwithstanding this, the equipment does appear to be in working order.

16. Any Other Business.

The Clerk confirmed that Wiltshire Council had confirmed that the vacancy occasioned by the resignation of Cllr. Robinson can be filled by co-option.

17. Dates of Next Meetings.

- 16 September – Ordinary PC Meeting. **This date has now been confirmed. (The originally proposed date of 11 September has been changed)**
- 9 October 2019 – Ordinary PC Meeting.
- 13 November 2019 – Ordinary PC Meeting.

The meeting concluded at 9.50pm.

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Brian Smyth
Semington Parish Council

16 September 2019

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| ACTION TABLE 17/7/19 | | | | | | |
|-----------------------------|----------------------|------------------------|--|--|--|--------------------------------|
| Action Serial | Meeting Date | Completion Date | Actionee | Action | Progress | PCM 11/9/19 Agenda item |
| 7 | 12/12/18 Para 9d | July 2019 | Clerk | Put 'Bulbs' on Agenda (July) | Added to Agenda Complete | N/A |
| 9 | 12/12/18 Para 13a | 17/7/19 | B Smyth | To obtain T Court refurbishment cost | Estimate made. Complete | N/A |
| 11 | 14/11/18 Para 13b | 17/7/19 | Clerk | Play Equipment (Tornado) Repair | WC contacted. Awaiting reply from WC contractor | TBA |
| 18 | 13/2/19 Para10a | October 2019 | Clerk | To put Grit Bins on Agenda (October) | In Hand | TBA |
| 23 | 13/2/19 Para 11 | 10/4/19 | Cllrs. Rimmer, Scott, Kasasian. | To review website | In Hand. Now for Cllr. Rimmer to arrange meeting with webmaster | TBA |
| 28 | 10/4/19 | 15/5/19 | Clerk | Letter re. Community Policing to P&CC | Reply received. Complete | N/A |
| 32 | 12/6/19 Para 6b | 17/7/19 | B Smyth | Neighbourhood Watch Signs – Replacement Cost | New | TBA |
| 33 | 12/6/19 Para 11b | 17/7/19 | W Scott | To survey RoW/Major Road crossing point signage | Survey undertaken Complete | N/A |
| 34 | 12/6/19 Para | 17/7/19 | Clerk | To add 'Footpaths' as an Agenda item. | Added belatedly to Agenda Complete | N/A |
| 35 | 12/6/19 Para 15a | September 2019 | Cllr. Rimmer | To form Working Party – Tennis Court vegetation. | New | TBA |
| 36 | 17/7/19 Para 10a | 31/8/19 | Cllr. Smyth | To purchase Litter Pick equipment. | New | TBA |
| 37 | 17/7/19 Para 10c | 31/7/19 | Clerk | To obtain report re.CCTV from Cllr. Seed. | New | TBA |
| 38 | 17/7/19 Para 10e | 16/9/19 | Cllr. Oglesby | To purchase bulbs. | New | TBA |
| 39 | 17/7/19 Para 11a | 31/8/19 | Cllr. Smith | To contact WC – Footpath reports. | New | TBA |
| 40 | 17/7/19 Para 11a | 31/8/19 | Cllr. Smyth | To contact Ramblers' Assoc. – Footpath reports | New | TBA |