

SEMINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held on 25 November 2020 at 8.00pm – Virtual/Remote Zoom Meeting (as a result of COVID-19 ‘Lockdown’ restrictions).

Present.

Councillors P Smith (Vice-Chairman and Acting Chairman for the meeting), V Bodman, M Kasasian, R Oglesby, W Scott, C Wade, R Bruges, S Chown and the Clerk Roger Coleman.

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

There was one member of the public present.

1. Apologies.

- a. There were no apologies. All councillors were present.
- b. The Chairman stated that Cllr. Blake had resigned and that Wiltshire Council had been notified. Cllr. Smith expressed the Council's appreciation for the work undertaken by Cllr. Blake, whilst a councillor and wished him well for the future. The Clerk added that as the period before the next Local Elections exceeded six months, Wiltshire Council will invite the electors of Semington to request an election and if the electors choose not to seek an election the Parish Council will be invited to co-opt a new member.

2. Declaration of Interests.

No interests were declared by councillors.

3. Minutes of the Ordinary Parish Council Meeting held on 21 October 2020.

- a. The Council **resolved** that the minutes were a true and accurate record. The Chairman agreed to sign the minutes.
- b. The Council **resolved** to endorse the decision made following email consent from councillors and that decision is shown appended to these minutes.

4. Wiltshire Council Report.

Wiltshire Council, Cllr. J Seed gave a report on the current position regarding the proposed new Melksham (A350) By-pass road. He stated that he chaired the Area Board meeting at which this subject was addressed. He stressed that no decisions had yet been taken with respect to the preferred route and that the various questions raised at the Area Board meeting were recorded in those minutes with the answers to those questions given and that he had passed the ‘political’ questions to the Wiltshire Council Cabinet member, Cllr. Wayman, to address. He commented that the existing Semington by-pass had been designed to become a dual-carriageway road and included the various ‘crossings’ and that he favoured the use of this road as part of the by-pass route. He added that a consequence of an entirely new road that ignored this existing by-pass would involve an additional crossing for the canal and other possible crossings and the need to build the new road across a flood plain. He added that the final decision will rest with the Department of Transport (DfT) but that one of the proposed routes, Route 10d (Refer to the Appendix to these minutes) would be politically unpopular especially to those living in Seend and Seend Cleeve.

Cllr. Bruges proposed that the Parish Council investigates the rationale for the political objections from those villages as they may assist Semington Parish Council in formulating its own views.

Cllr. Seed concluded his report by commenting that the date for the end of the initial consultation period had been extended to 17 January 2021.

SEMINGTON PARISH COUNCIL

5. Chairman's Report.

The Chairman stated that he had sent all councillors a copy of his report – attached to these minutes – and he gave a brief summary of its contents.

6. Highways and Environment.

Cllr. Wade confirmed that a Christmas tree had been ordered and that it was due to arrive the next day. He had planned that a Working Party would meet on Saturday 28 November at 10am to erect the tree and that it would be decorated, this year, with lights only.

The Chairman reported that two parishioners – Ian and Laura Parsons - had been very active in improving the Wessex Close Play Area by cleaning and repainting the play equipment and installing 'anti-pigeon' deterrents on the top of the frames. The Council **resolved** to thank them for their work.

The Council noted that finally, after the best part of two years, an estimate had been received from Wiltshire Council for the repair of the Ludus Spinning Disk. The Council **resolved** that the repair be undertaken at a price of £517.50. The Clerk was asked to contact Wiltshire Council and to authorise the repair.

7. Planning.

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

20/07304/FUL	Entrance Hall, St Georges Court BA14 6GA	Proposed Conversion of Entrance Lobby into New Dwelling	Approved
20/07850/LBC	Entrance Hall, St Georges Court BA14 6GA	Proposed Conversion of Entrance Lobby into New Dwelling	Approved

b. There were no planning applications received after 18 November 2020.

c. Cllr. Scott confirmed that the Inspector had made his ruling in respect of the Appeal Hearing and had decided that the Appeal had been allowed.

20/01306/OUT	Land North of St Georges Road, Semington	Residential development of up to 20no entry-level affordable dwellings with associated car parking etc	Appeal – Successful APP/Y3940/W/20/3253180 (21 October 2020)
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Councillors expressed their disappointment with the Inspector's decision and Cllr. Scott reaffirmed his determination that future such planning applications must continue to be vigorously opposed – a view supported by all councillors. In respect of this appeal, he commented that the developers had successfully argued that the absence of an agreed Wiltshire Council 5-year Housing Supply figure supported their contention that the Appeal should be allowed. Cllr. Scott invited Cllr. Seed to offer his comments on this statement. Cllr. Seed acknowledged that it was difficult to state an exact Housing Supply figure because of the manner in which such calculations were made because there were many factors that had to be taken into account which may include the number of planning permissions granted but not yet implemented, the number of houses actually built etc. Cllr. Scott expressed his frustration at the failure of Wiltshire Council to properly address this issue. Cllr. Seed added that as the Appeal decision related exclusively to 'entry-level affordable dwellings' it was unlikely that further such planning applications would be successful in Semington because the 'affordable dwelling' proportion for Semington had now been exhausted.

Cllr. Wade commented that it was said at the Melksham Area Board meeting that the Melksham Neighbourhood Plan had indicated that it was only committed to a 3-year Housing Supply figure but he was unsure whether this figure would apply to Semington.

SEMINGTON PARISH COUNCIL

d. Cllr. Wade stated that he had attended the Melksham Area Board meeting at which the proposed new Melksham (A350) By-pass road was the main topic. He gave a full report of that meeting. He stated that proposed routes 10c and 10d (Refer to the Appendix to these minutes) appeared to be the most favoured routes and that both would affect Semington Parish. He added that the traffic flow assessments undertaken by DfT in accordance with their own formulae were based on historical traffic counts and current or future levels may be different. He added that the main questions raised related to the likely effect on Listed Buildings and who owns the risk of increases in build costs – bearing in mind that the current estimated costs were also based on historical figures.

The Parish Council had noted that the initial consultation period had been extended to January 2021 and **resolved** that the Parish Council would delay sending comments to Wiltshire Council until nearer that time, following the January 2021 Parish Council meeting, when it was agreed a set of draft comments would be tabled for discussion and agreement. Cllrs. Smith and Wade agreed to prepare these draft comments with the intention that they are sent to all councillors prior to the meeting.

Cllr. Scott stated that it was important that parishioners are invited to make their views known to Wiltshire Council. The Chairman replied stating that he would publish his earlier comments on the by-pass proposals in the Newsletter in order to inform parishioners and to encourage them to send comments to Wiltshire Council and he would ensure that the local Facebook page and website carried the same message. Cllr. Bruges commented that it may be necessary to challenge the traffic flow figures and methodology employed by DfT when calculating the figures currently being adopted.

e. There were no other planning matters.

8. Finance.

a. The Clerk reported that the current financial position at 25 November 2020 was as follows:

Lloyds A/C 2149025

Bank Statement	£	33,879.95
30 September 2020		
Total:	£	33,879.95

Credits (1 October 2020 to 31 October 2020):

None	£	-
Total:	£	-

Debits (1 October 2020 to 31 October 2020):

Clerk's Salary September) (Paid 1 October 2020)	£	364.78
Clerk's Back Pay (1/4/20 to 30/9/20)	£	60.84
Clerk's Expenses (August)	£	12.45
Growganic (Daffodil Bulbs)	£	48.00
V Bodman (Village Celebrations)	£	10.00
Information Commissioner	£	40.00
Total:	£	536.07

Balance at 31 October 2020:

£ 33,343.88

SEMINGTON PARISH COUNCIL

Credits (1 November 2020 to 25 November 2020):

None	£	-
Total:	£	-

Debits (1 November 2020 to 25 November 2020):

Clerk's Salary (October) (Paid 1 November 2020)	£	374.92
Clerks Expenses (September)	£	5.86
AM Print & Copy	£	62.00
Total:	£	442.78

Balance at 21 October 2020:

	£	32,901.10
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Lloyds A/C 7754288

Bank Statement 31-May-20	£	7,650.08
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Credits

09-Jun-20	Interest (Approx)	£	0.32
09-Jul-20	Interest (Approx)	£	0.30
09-Aug-20	Interest (Approx)	£	0.28
09-Sep-20	Interest (Approx)	£	0.26
09-Oct-20	Interest (Approx)	£	0.28
09-Nov-20	Interest (Approx)	£	0.15
			£ 1.59

Debits

None	£	-	
			£ -

Balance at 25 November 2020:

	£	7,651.67
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Total Balance in Hand at 25 November 2020:

	£	40,552.77
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Payments to be authorised (25 November 2020).

Clerk's Salary (November) To be paid 1 December 2020	£	374.92	
Clerk's Salary (December) To be paid 1 January 2021	£	374.92	
Clerk's Expenses (September)	£	5.86	
Clerk's Expenses (October)	£	7.71	
			£ 763.41

**HMRC PAYE Month 7 (Includes Back Pay PAYE) - (Due 5 November)
(Paid by the Clerk directly to HMRC on 3 November 2020)**

	£	174.40
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SEMINGTON PARISH COUNCIL

HMRC PAYE Month 8 - To be paid to HMRC Directly

HMRC PAYE Month 9 - To be paid to HMRC Directly

b. The Clerk presented the following Financial Forecast:

Financial Forecast at 31 October 2020

ITEM (Description)	Agreed Budget FY2020/21	Actual Expenditure 31-Oct-20	Estimated Expenditure FY2020/21
<u>Income:</u>			
Precept	13500	13500	13500
WC Grant (Information Boards)	0	0	0
Lloyds A/C 7754288 (Ex. St Georges Fund)	5	3	2
Lloyds A/C 2149025	0	0	0
Tennis Court Insurance	0	0	0
VAT Reclaim	450	412	412
Donations (Friends St George School)	0	0	0
Tennis Court Maintenance Fund	0	0	0
Total Income	13955	13915	13914
<u>Expenditure:</u>			
Clerk Salary	4509	2360	4466
Expenses	250	80	150
Office Allowance	175	175	175
Tennis Court Insurance	0	0	0
Chairman	0	0	0
Hire Hall	525	0	150
Audit	120	120	120
Subscriptions	140	40	110
Insurance	840	822	840
Community (inc. Section 137)	4000	759	4000
Projects (e.g. Tree/Bulb Planting/Information Boards)	3000	199	3000
Road Safety Improvements & Website	0	0	0
War Memorial Project	0	0	0
Neighbourhood Plan	0	0	0
Training	0	0	0
Elections	2750	0	0
Tennis Court	500	0	500
Ex-WC Functions	0	0	0
Total Expenditure	16809	4555	13511
Net Income	13955	13915	13914
Net Expenditure	16809	4555	13511
Surplus	-2854	9360	403

**Balance Carried
Forward at 31 March**

£31,812.98

SEMINGTON PARISH COUNCIL

2020:
(as per Annual Return
FY2019/20)

Forecast Balance Carried Forward at 31
March 2021: £32,215.98

The Council noted the Financial Forecast dated 31 October 2020 and **resolved** that no action was necessary.

c. The Council **resolved** to make all the payments under 'Payments to be authorised' including a payment of £185 for the Christmas tree.

9. Strategic Framework Guiding Semington Parish Council Activities (16 September 2020).

The Chairman reported that this document had been published and following comments received some minor amendments will be made in due course. Cllrs. Bruges, Smith and Scott agreed to amend the document accordingly.

10. Chairman/Parish Council Roles.

There was a general discussion on the nature of the proposed roles and the Chairman stated that to assist councillors he had previously sent a note to all councillors explaining the nature of the various roles. He added that the various roles accorded with those key elements in the Parish Council Strategic Framework document. He encouraged each councillor to adopt a role or to support other councillors in the roles adopted by the other councillors.

The following roles/councillors was agreed:

- Planning and Development – Cllr. Scott. Supported by Cllr. Bodman.
- Transport and Traffic – Cllr. Wade, supported by Cllr. Bruges.
- Environment and Street Scene – Cllr. Bruges supported by Cllr Smith and Scott (Rights of Way).
- Community and Communication – Cllr. Bodman, supported by Cllr. Chown and Cllr. Bruges
- Recreation and Wellbeing – Cllr. Chown, supported by Cllr. Bodman.

The roles for Cllr. Kasasian and Cllr. Oglesby – to be agreed.

The Council endorsed the continuation of Cllr. Wade as the Parish Council representative on the Village Hall Management Committee. Cllr. Chown expressed an interest in being nominated as the other representative and stated that she wished to investigate the responsibilities of such a representative before making a final decision.

11. Semington Website.

a. The Council noted that the semington.org.uk domain name has been purchased on behalf of the Parish Council.

b. The Council **resolved** to base the style and structure of the Semington PC website on westlavington.org.uk

c. The Council **resolved** that the page structure of the new website is to accord with that previously sent to all councillors for comment.

d. The Council noted that the website text is still draft and that any feedback was required by 2 December 2020.

e. The Council **resolved** to commission Dominic Muns to develop the new site in line with the specification he has presented to the Council at a price not exceeding £1240. The Clerk was asked to write to him formally and to place the order.

SEMINGTON PARISH COUNCIL

12. Date of the next meeting.

The date for the next Parish Council meeting was agreed to be Wednesday 6 January 2021 and that it would be a remote/virtual (Zoom) meeting and would commence at 7.30pm.

The Clerk was asked to amend the related Standing Order relating to Parish Council meetings and to include it on the Agenda for the next meeting for approval.

The Meeting ended at 10.00pm.

Acting Chairman
Semington Parish Council

SEMINGTON PARISH COUNCIL

**Decisions taken remotely by Semington Parish Council – Subsequent to Contingency Plan
17 March 2020 and Post Parish Council Meeting held on 21 October 2020.**

1. Payment of £62.00 to AM Print and Copy.

R P Coleman
18 November 2020

SEMINGTON PARISH COUNCIL

Vice-Chairman's Report, November 2020

Overview of our agenda

There are a few important decision items on our agenda tonight. In particular, we have complex information to consider on these agenda items:

8d: views on a preferred route for the **A350 Melksham by-pass**;

9 and 10: **Strategic Framework and roles**, in particular who will take on which roles;

11: **Semington Parish council website**, agreeing the style and page structure for the website, and commissioning its build.

We are also likely to want time to reflect on the Planning Inspector's decision to grant planning approval for 20 entry level houses on land north of St George's, agenda item 7(c).

Street Scene update

More planting, this time 2000 crocus bulbs, which were buried by 7 cheerful volunteers on 4th November.

Plus the first working party (limited in numbers by new covid restrictions) of the **Wessex Close Play Area Volunteers** met on 7th November. This was very ably organised and led by Ian and Laura Parsons. All the play equipment was scrubbed and washed, the swing frame painted, and the basketball area cleared back to a long lost litter bin.

Peter Smith

