

## SEMINGTON PARISH COUNCIL

### Minutes of the Parish Council meeting held on 16 June 2021 at 7.30pm in the Village Hall

#### Present.

Councillors P Smith (Chairman), V Bodman, R Bruges, S Chown, M Kasasian, W Scott, C Wade, S Rimmer (from Agenda item 10), J Hailey (from Agenda item 2) and the Clerk Roger Coleman.

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

There was one member of the public present initially.

#### **1. Apologies.**

There were no apologies. All councillors were present.

#### **2. Co-option of a New Member.**

a. The Council **resolved** to co-opt two new members – namely J Hailey and S Rimmer.

b. The Council co-opted Jacquelyn Hailey and Steven Rimmer as members of Semington Parish Council.

J Hailey and S Rimmer (on arrival at Agenda item 10) each signed the Declaration of Acceptance of Office Form in the presence of the Clerk who then countersigned them as the Proper Officer of the Council. The Clerk explained to each member that they had to register their interests with Wiltshire Council within 28 days and each new member was given details how to register their interests – although the Clerk stated that as Cllr. Rimmer had only very recently resigned as a Semington parish council before being co-opted as a member today, his record of 'interests' previously submitted would remain valid unless there had been any material changes in which case he would need to amend his Register of Interests forthwith.

#### **3. Declaration of Interests.**

There were no interests declared.

#### **4. Minutes of the Annual Parish Council Meeting held on 18 May 2021.**

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

#### **5. Minutes of the Ordinary Parish Council Meeting held on 18 May 2021.**

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

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

Cllr. Seed commented that he was pleased to be able to continue his service as a Wiltshire councillor to Semington – his thirteenth year of such service and he gave a brief report on the following topics:

##### Village Hall Insurance.

He reminded the representatives of the Village Hall Management Committee of the importance of comprehensive insurance cover for the Village Hall in the light of the recent destruction of the Bromham Social Centre by fire.

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### Housing Market Area.

The new leadership at Wiltshire Council following the 6 May 2021 elections appear to be more receptive to arguing for a reduced number of required dwellings for Wiltshire and may be willing to re-examine the case for Semington to be moved from the Trowbridge to the Chippenham Housing Market Area. He acknowledged the campaign promoted by Semington Parish Council for this change of Housing Market Area and he encouraged the Parish Council to continue with this campaign including writing again to the relevant officers at Wiltshire Council and seeking their support.

### Neighbourhood Plans.

He stressed the need for a strong management team/steering group to drive the development of a Neighbourhood Plan and for the direct involvement of the Parish Council in any decision-making. He advocated a joint Parish Council/Villagers Steering Committee and for the Parish Council ultimately to take the lead in the Neighbourhood Plan development.

### **7. Chairman's Report.**

The Chairman reported that he had nothing to add that was not already addressed in this Agenda.

### **8. Planning and Development.**

a. To note the status of extant planning applications thus:

21/01623/FUL	Lansdowne, No. 3 Unit 2, Littleton, Semington BA14 6JJ	Proposed Family Dayroom to approved pitch No.3 and the resulting rearrangement of layouts of the remaining 3 Gypsy/Traveller pitches, consisting of 3 Static Mobile Homes, 1 further future Dayroom, 3 Tourers, parking spaces for 2 vehicles per pitch, the laying of hardstanding and associated	Pending
21/01165/FUL	37 Pound Close, Semington BA14 6JP	Single storey brickwork and flat roofed horizontal extension to side of property.	Pending

b. There were no planning applications received after 9 June 2021.

c. Ashford Homes – Church Street.

There was nothing further reported in relation to this proposed development.

The Clerk was asked to write to the developer/owner of the field requesting that the Parish Council is given details and outcomes of any earlier related planning applications relating to this site.

d. Neighbourhood Plans.

The Chairman reported that following a recent meeting on this subject, it had been proposed that a Neighbourhood Plan Steering Group (NPSG) be formed comprising parish councillors and parishioners, totalling some eight to twelve members – the latter appointed because of particular skills or knowledge that they possessed and that would benefit the Group. He stated that it was also proposed to launch the commencement of the Neighbourhood Plan development with a Public/Community Meeting in the Village Hall on 21 July to which councillors and parishioners would be invited and it would include a presentation by an organisation that had successfully produced a Neighbourhood Plan. A Question-and-Answer Session would follow the presentation.

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Cllr. Bruges stated that the NPSG must have clear, unambiguous Terms of Reference and equally clear instructions regarding 'governance'. He added that the Parish Council should not direct the NPSG in its work and that the development of a Neighbourhood Plan must be a 'consultative process' that had the support of the whole community.

The Parish Council **resolved** that the Neighbourhood Plan Designated Area would be 'The Civil Parish of Semington'.

Cllr. Scott reminded councillors that it had been agreed previously that any decision regarding the development of a Neighbourhood Plan would only be taken following this public event to gauge the community support for such an enterprise.

e. Housing Market Area (HMA).

The Parish Council noted the comments made earlier (at Agenda item 6) by Cllr. Seed and **resolved** to continue its campaign for Semington to revert to the Chippenham Housing Market Area and that a formal letter be written to Wiltshire Council re-emphasizing the importance to Semington of this change of HMA and requesting this change of HMA to Chippenham. Cllr. Scott agreed to write this letter on behalf of the Council. The Council also agreed to invite parishioners to write to Wiltshire Council - especially those parishioners who had written previously – to write again in support of the campaign. Cllr. Smith agreed to draft a possible letter for parishioners to copy and send to Wiltshire Council and to publicize this letter on the website and Facebook.

f. Parliamentary Boundaries.

The Council noted the consultation on the Boundary Commission recommendations on the changes to parliamentary constituency boundaries designed to be effective from 2023. Councillors commented that the proposed new boundary severed the link with Trowbridge.

g. Rural Housing Need Survey (RHNS).

Cllr. Bodman reported that the RHNS would take place 26 July to 30 August and that it would be conducted 'on-line' with provision made for those households without internet connection. She explained that there would be a 'leaflet drop' – actually prepared postcards – to advertise the RHNS and it was agreed that the Neighbourhood Plan Community meeting on 21 July would be advertised at the same time. The Chairman thanked Cllr. Bodman for initiating the RHNS.

### 9. Finance.

a. The Clerk reported that the current financial position at 16 June 2021 was as follows:

#### Lloyds A/C 2149025

Bank Statement 30 April 2021	£	34,762.52
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Total:	£	<b>34,762.52</b>
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#### **Credits (1 May 2021 to 31 May 2021):**

None	£	-
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Total:	£	-
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#### **Debits (1 May 2021 to 31 May 2021):**

Clerk's Salary (April 2021) (Paid May 2021)	£	437.40
Clerk's Expenses (March)	£	4.79
Clerk's Expenses (April)	£	25.18

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	Total:	£	467.37
<b>Balance at 31 May 2021:</b>		£	34,295.15
<b>Credits (1 June 2021 to 16 June 2021):</b>			
None		£	-
	Total:	£	-
<b>Debits (1 June 2021 to 16 June 2021):</b>			
Clerk's Salary (May 2021) (Paid 1 June 2021)		£	437.40
Idverde (Wessex Close Play Equipment Repair)		£	621.00
Wiltshire Wildlife Trust		£	36.00
	Total:	£	1,094.40
<b>Balance at 16 June 2021:</b>		£	33,200.75
<b><u>Lloyds A/C 7754288</u></b>			
Bank Statement		£	7,696.14
30-Apr-21			
<b>Credits</b>			
05-May-21	HMCTS	£	4.78
09-May-21	Interest (Approx)	£	0.07
09-Jun-21	Interest (Approx)	£	0.07
	Total:	£	4.92
<b>Debits</b>			
None		£	-
		£	-
<b>Balance at 16 June 2021:</b>		£	7,701.06
<b>Total Balance in Hand at 16 June 2021:</b>		£	40,901.81
<b><u>Payments to be authorised (16 June 2021).</u></b>			
Clerk's Salary (June) To be paid 1 July 2021		£	437.40
Clerk's Expenses (May)		£	14.31
R Randall (Internal Audit Fee)		£	120.00
		£	571.71

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### ***HMRC PAYE Month 2 - Paid to HMRC Directly (1/6/2021)***

b. The Parish Council noted the Internal Audit Report for FY2020/21 and commented that it was a very detailed and comprehensive report and it confirmed that all matters were satisfactory. The Parish Council **resolved** to thank the Internal Auditor (R Randall) for her report and to thank the Clerk for his conscientiousness and attention to detail throughout the reporting year.

c. The Council **resolved** to make the payments shown under 'Payments to be authorised' above at Agenda item 9a including payments of £48.50 to L Callaghan for plants/compost for the existing planters and £303.54 to P Smith for the new planters/compost and for the previously purchased Litter Pick equipment for Littlemarsh.

The Parish Council **resolved** that a budget figure of £250 be allocated to the Neighbourhood Plan Public/Community meeting. It also resolved that the present contract with Zoom be terminated forthwith.

### **10. Environment and Streetscene.**

Prior to the commencement of this Agenda item, it was agreed that Cllr. Rimmer would be appointed to this Theme Group.

a. The Chairman confirmed that he had constructed one of the two planters at the entrance to the village and that it is now in position and that the second one is now under construction.

b. Cllr. Bruges stated that he had photographed some signs that may be suitable for Semington. The Chairman reported that he had discussed this subject with Wiltshire Highways (Stuart Renfrew) who offered guidance on the idea of reviewing the existing signage at Semington and to the suggestion of possible changes. He suggested that the Parish Council surveys the village and presents a proposal for changes, or additions, to the existing signage and presents this proposal to the CATG meeting. The Chairman commented that any proposal to the CATG would need authority from the Parish Council beforehand.

c. Cllr. Scott requested that there is an Agenda item entitled 'Rights of Way' at each Parish Council meeting. This was agreed by the Council. Cllr. Scott stated that owing to a dedicated group of parishioners a number of Rights of Way between Littlemarsh and the A350 road had been cleared and re-established after years of neglect. Councillors expressed their gratitude to the parishioners.

Cllr. Bruges stated that he had been exploring with Hilperton landowners and parishioners the possibility of a 'Nature Corridor' being established in the Hilperton area to offset the proposed large scale housing development planned. He had alerted them to the possibility of support from Wiltshire Wildlife Trust, the Kennet and Avon Canal Trust and also CPRE. He added that Hilperton did have a Neighbourhood Plan but this was now out of date and required revising.

Cllr. Smith advised the Council that Path SEMI 9/10 and the path along High Street below the bus stop required cutting back. Cllr Bruges added that the path behind the Poultry House also required clearing. The Chairman stated that he would request the Parish Steward to take the appropriate action.

The Chairman requested that the subject of 'Allotments' is an Agenda item at the next Parish Council meeting.

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**11. Transport and Traffic.** Cllr. Wade reported that he had attended the CATG meeting and had presented the issues raised by Littlemarsh parishioners – especially with respect to speeding traffic and anti-social behaviour by uninvited individuals. He explained that the total budget for the Melksham CATG for FY2021/22 was £11,300 and this very limited sum could only address the key priority issues in the Community Area and that any changes to existing speed limits or relocation of the gate at Littlemarsh would incur significant cost – especially if new Road Traffic Orders were required – which would be difficult to justify. Notwithstanding this it was agreed that Wiltshire Council Highways (Mark Stansby) would visit Littlemarsh to examine the issues raised.

Cllr. Wade stated that it would appear that Wiltshire Council are investigating the possibility of the cycleway between Semington and Hilperton now being alongside the existing A361 – as an alternative to the anticipated Whaddon Lane route.

Cllr. Scott stated that the next Area Board meeting to be held on 23 June will also ‘launch’ the consultation on the proposed Route 10c for the (new) Melksham Bypass.

**12. Recreation and Wellbeing.**

Prior to the commencement of this Agenda item, it was agreed that Cllr. Hailey would be appointed to this Theme Group and it was agreed that Cllr. Rimmer would be a Parish Council Village Hall Management Committee member.

Cllr. Chown stated that Chris Holden, Neighbourhood Watch Leader, offered to give a presentation to the Parish Council on the current Neighbourhood Watch scheme. He had indicated that a single Neighbourhood Watch Coordinator and two or three ‘helpers’ may be a suitable model for Semington. The Council suggested that an alternative approach was for Mr Holden to brief Cllr. Chown and for her to subsequently brief the Parish Council.

Councillors confirmed that the Village Fete this year was to be a low-key event and flexible depending on circumstances at the time. It was confirmed that an Exhibition of ‘Lockdown Creations’ was also to take place.

**13. Community and Communication.**

Prior to the commencement of this Agenda item, it was agreed that Cllr. Hailey would be appointed to this Theme Group.

Cllr. Bodman confirmed that the subject of the proposed logo for the website was in hand.

Cllr. Rimmer invited the Parish Council to consider publicising the annual meeting of the Beer, Sports, Ethics and Values Event that is held in the village.

Cllr. Bodman requested councillors and the Clerk to submit suitable ‘head & shoulders’ photos for the Parish Magazine no later than Friday 18 June.

**14. Website.**

Cllr. Bodman stated that the website had been updated with the latest information and that it will contain references to the Rural Housing Needs Survey and the Parish/Community Neighbourhood Plan meeting.

**15. Date of the next meeting.**

The Council noted the date of the next Ordinary Parish Council meeting – 14 July 2021.

The subsequent Ordinary PC Meetings in 2021 are to be held on the following dates:

11 August, 15 September, 13 October, 17 November, 15 December.

Peter Smith  
Chairman Semington Parish Council