

**Minutes of the Parish Council meeting held on 15
September 2021 at 7.30pm in the Village Hall**



Present.

Councillors P Smith (Chairman), V Bodman, R Bruges, S Chown, J Hailey, S Rimmer, W Scott, C Wade and the Clerk Roger Coleman.

There were no members of the public present.

1. Apologies.

There were no apologies.

Wiltshire Council Cllr. J Seed offered his apologies for non-attendance.

2. Declaration of Interests.

There were no interests declared.

3. Minutes of the Ordinary Parish Council Meeting held on 14 July 2021.

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

4. Wiltshire Council Report.

In the absence of Cllr. Seed, no report was given.

5. Chairman's Report.

The Chairman stated that the November Parish Council meeting will now be held on TUESDAY 23 November and not 17 November.

Cllr. Smith commented that in respect of the ongoing discussion with Wiltshire Council regards the Housing Market Area (HMA) he had asked Cllr. Seed to 'call-in' the decision to move local villages (including Semington) to the Trowbridge HMA. He added that a letter supporting the case presented by Semington Parish Council had been received from Great Hinton Parish Council.

The Chairman stated that it will be the November Parish Council meeting when the forthcoming budget for FY2022/23 and the required Precept will be agreed and he invited all 'Theme Leads' to give thought to their forward plans and possible expenditures.

6. Planning and Development.

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

21/01623/FUL	Lansdowne, No. 3 Unit 2, Littleton, Semington BA14 6JJ	Proposed Family Dayroom etc.	Refused
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b. The Council examined the following planning applications and **resolved** to send comments to Wiltshire Council as shown in italics:

21/00649/FUL Julie Terzoudis Amended Plans	19 Highfield Close Semington BA14 6JZ	To convert an existing detached double garage to an annexe	New
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The Parish Council has no objections to this application provided that the Annexe remains as an integral part of the main residence and is not severed from it to become an independent and separate dwelling.

PL/2021/06541 David Cox	Littleton Stables, Littleton BA14 6LF	Change of use of kennels stables and store into 2 x 2 bed holiday lets	New
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The Parish Council has no objections to this application provided that the holiday lets remain as an integral part of the main residence and is not severed from it to become an independent and separate dwelling.

PL/2021/07764 Russell Brown	25 St Georges Court, Semington BA14 6GA	Replacement front door and frame to match existing.	New
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This application is to be referred to the Conservation Officer for comment.

c. There were no planning applications received after 9 September 2021.

d. Cllr. Bodman reported that the Housing Needs Survey (HNS) was completed on 30 August and the analysed results are expected in a couple of months. She added that replies from parishioners totalled around 20% of the survey forms distributed.

e. Other Matters.

Planning Appeal APP/Y3940/W/10/3236860 (Land North of St George's Road) – Cllr. Scott confirmed that this appeal had been allowed and in view of that it was important that the Parish Council engages with the developer and Wiltshire Council to ensure that any resulting s106 and/or Community Infrastructure Levy (CIL) accords with the needs of the village. Following an offer from Cllr. Scott, the Parish Council **resolved** that Cllr. Scott is to write to Greystoke Land Ltd and Wiltshire Council along those lines. Cllr. Bruges suggested that it may be appropriate to invite Greystoke Land Ltd and/or the subsequent developer to a Parish Council meeting. Cllr. Wade cautioned that although the Appeal has been allowed the final development could be very different to that currently proposed and granted in the outline planning permission.

The Council noted that the Newland Homes development had commenced.

7. Neighbourhood Plan.

The Chairman explained the rationale for the development of a Semington Neighbourhood Plan and added that two Community Meetings had now been held (31 July 2021 and 14 August 2021) at which it was evident that there was support from parishioners for such a plan to be developed. He commented that there had been sufficient interest to form a Steering Group and it was now for the Parish Council to decide whether to proceed to sponsor the creation of a Neighbourhood Plan.

Following a brief discussion, the following decisions were made by the Parish Council:

a. The Parish Council **resolved** to develop a Neighbourhood Plan for the Civil Parish of Semington.

b. The Parish Council **resolved** to formally apply to Wiltshire Council to register the whole of the Civil Parish as the designated area for the development of the plan. Cllr. Bodman offered to complete and to submit the formal application to Wiltshire Council.

c. The Parish Council **resolved** to form a Steering Group to oversee the creation of the plan, It was agreed that the following councillors would join the Steering Group – Cllrs. Bodman, Chown, Scott and Smith and a further four parishioners who had already expressed an interest

in joining the Group. The Chairman added that it was evident from the meetings that there was a further 'support group' of some twelve persons.

d. The Parish Council **resolved** to approve the initial Terms of Reference (ToR) for the Steering Group (SG). The agreed ToR are attached to these minutes.

The Council noted the following:

- i. The composition of the SG and the ToR may well need to change over time.
- ii. That the steering group will invite quotes from approved consultants (to include obtaining grants to offset development costs) and then choose a preferred partner.
- iii. That a budget will be brought to the parish council for approval as soon as practicable and that no significant expenditure will be undertaken before this.

8. Finance.

a. The Clerk reported that the current financial position at 15 September 2021 was as follows:

Lloyds A/C 2149025

Bank Statement	£	32,728.71
30 June 2021		

Total:	£	32,728.71
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Cheque 000983 - £14.31 not presented yet.

Credits (1 July 2021 to 31 July 2021):

None	£	-
Total:	£	-

Debits (1 July 2021 to 31 July 2021):

Clerk's Salary (June 2021) (Paid July 2021)	£	437.40
Clerk's Expenses (May)	£	14.31
AM Print & Copy	£	20.00
P Smith (Litter Pick/Planters) - Balance	£	75.59
St Georges PCC	£	575.00

Total:	£	1,122.30
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Balance at 31 July 2021:

£	31,606.41
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Credits (1 August 2021 to 31 August 2021):

None	£	-
Total:	£	-

Debits (1 August 2021 to 31 August 2021):

Clerk's Salary (July 2021) (Paid 1 August 2021)	£	437.40
Clerk's Expenses (June)	£	5.78
Information Commissioner	£	40.00

AM Print & Copy	£	160.00
Total:	£	643.18

Balance at 31 August 2021:

£	30,963.23
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Credits (1 September 2021 to 15 September 2021):

None	£	-
Total:	£	-

Debits (1 September 2021 to 15 September 2021):

Clerk's Salary (August 2021) (Paid 1 September 2021)	£	437.40
Place Sudies (NH Plan)	£	240.00
Total:	£	677.40

Balance at 15 September 2021:

£	30,285.83
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Lloyds A/C 7754288

Bank Statement 30-Jul-21	£	7,704.72
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Credits

04-Aug-21	HMCTS	£	1.32
09-Aug-21	Interest	£	0.07
09-Sep-21	Interest (Approx)	£	0.07
Total:		£	1.46

Debits

None	£	-
	£	-

Balance at 15 September 2021:

£	7,706.18
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Total Balance in Hand at 15 September 2021:

£	37,992.01
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Payments to be authorised (15 September 2021).

Clerk's Salary (September) To be paid 1 October 2021	£	437.40
Clerk's Expenses (July)	£	14.06
Clerk's Expenses (August)	£	0.20
P Smith (Mutt Tools)	£	59.98
	£	511.64

HMRC PAYE Month 4 (£174.80) - Paid to HMRC Directly (1/8/2021)**HMRC PAYE Month 5 (£175.20) - Paid to HMRC Directly (1/9/2021)**

b. The Council **resolved** to make the payments shown under 'Payments to be authorised' above at Agenda item 8a including a payment of £36.62 to P Chown (Muraspec) and £100 to James Walker for the work he had undertaken in designing and producing the Semington Parish Council Logo.

9. Environment and Streetscene.

a. Rights of Way.

Cllr. Scott reported that an active and enthusiastic group of Semington parishioners continue to survey the various Rights of Way in the parish taking action to clear such paths where necessary. The Council expressed its thanks to all those involved.

b. Other Matters.

Councillors commented that the newly installed and planted 'Planters' at the approach to the village were an excellent addition to the streetscene. The Parish Council **resolved** to thank all those parishioners involved.

Cllr. Bruges reported that Wiltshire Council was currently running two consultation events – 'Climate Strategy' and 'Our Natural Environment Plan'. He stated that he attended an 'Engagement Event' earlier on the 15 September and he encourage the Parish Council to become involved – especially in relation to the latter consultation. The Parish Council accepted his offer to draft a response on behalf of the Parish Council to that consultation which he agreed to send to all councillors for comment before submitting it to Wiltshire Council. The Chairman asked the Clerk to place these consultations on the Agenda for the next meeting. It was noted that the consultations are from 1 September 2021 to 17 October 2021.

Cllr. Hailey reported that there were blocked drains in Pound Lane and High Street. The Chairman stated that he would inform the Parish Steward.

Cllr. Chown reported that she would recommend purchasing 'Men at Work' safety signs that could be displayed when councillors and others are undertaking work to clear kerb edges and gutters. The Council **resolved** to support this proposal and requested Cllr. Chown to send details, including costs, to all councillors for a decision to be made.

The Chairman reported that the recent attendance of the Parish Steward in the village had been very poor. There was no presence in June, July and August, although a visit is promised for 17 September with an offer to return shortly after if tasks still remain to be completed.

The Chairman stated that there had been two very successful 'Kerb & Gutter Clearance Parties' one each in August and September and on behalf of the Parish Council he wished to thank all those involved, especially the householders and local businesses that had also contributed to the 'clear up'.

10. Transport and Traffic.

Cllr. Wade reported that Cllrs. Smith and Bruges had met with the Wiltshire Council highways engineer on issues pertaining to Little Marsh and that following that meeting, action had already been taken to change signage in the area such as replacing the existing 'National Speed Limit' sign with a 'No Through Road' sign. He added that further road safety measures could be implemented – introducing a 'Gate Scheme' costing £1500 to £2000 or new road markings costing £500. He commented that these figures were presented at the recent CATG meeting that he had attended and there was availability within the current CATG Programme for these additional projects but that the Parish Council would be required to contribute 50% of the cost, He added that approval for the project must be sought from the CATG at its next meeting to be held on 25 November with a 'cut-off' date for submissions to be considered at the CATG meeting of 11 November 2021. The Chairman thanked Cllr. Wade for his comprehensive report. The Council

resolved to support the 'road marking' scheme and gave Cllr. Wade the authority to inform the CATG.

11. Recreation and Wellbeing.

a. Cllr. Wade confirmed that he had retrieved the list of those parishioners showing interest in acquiring an allotment plot but was uncertain whether it truly reflected current interest. The Parish Council **resolved** that he should open the list to any 'newcomers' and to seek reassurance from those already on the list. It was proposed that the Village Newsletter and Facebook were suitable vehicles for advising parishioners of the opportunity of acquiring an allotment plot – noting that there are only a limited number of plots available.

b. Cllr. Chown reported that the recently held Fete was very successful with over £1800 being raised. The Parish Council **resolved** to thank all those involved.

Cllr. Chown added that she was continuing to seek individuals to become involved in the Neighbourhood Watch Scheme.

She explained that she had various ideas for improving engagement with parishioners, many of which would involve use of the Village Hall. The Chairman commented that it would not be necessary for her to seek approval from the Parish Council for each event, although the Parish Council would wish to be informed, and that any likely costs should be reflected in her proposed budget to be discussed at the November Parish Council meeting.

Cllr. Chown confirmed that the Semington Parish Council logo had now been agreed and was available for use.

12. Community and Communication.

a. The Parish Council **resolved** that Cllr. Wade arranges for the delivery of a Village Christmas tree and, if necessary, additional/replacement lights at a cost not exceeding £350.

b. Cllr. Bodman confirmed that a logo for the website was now available.

13. Date of the next meeting.

The Council noted the date of the next Ordinary Parish Council meeting – 13 October 2021.

The meeting ended at 9.45pm

Peter Smith
Chairman Semington Parish Council