

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



Present.

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

There was one member of the public present.

1. Apologies.

Apologies for non-attendance were received and accepted from Cllr. S Rimmer. Apologies for non-attendance were also received from Wiltshire Council Cllr. J Seed.

2. Declaration of Interests.

Cllr. Bodman declared an interest in Agenda item 6d 'Rural Housing Need Survey'. There were no other interests declared.

3. Minutes of the Ordinary Parish Council Meeting held on 23 November 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.

Cllr. Scott requested that Cllr. Seed be contacted and requested to confirm, or otherwise, of a rumoured slippage until 2024 for the release of the approved Wiltshire Local Plan and if confirmed to provide an explanation for the slippage.

In an unrelated matter, the Chairman was asked to write to Wiltshire Police to complain about the lack of crime statistics available for Semington – as had been available previously though the Neighbourhood Policing Team (NPT) – and, instead, now being directed to rely on 'generic' statistics that related to Wiltshire.

5. Chairman's Report.

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

6. Planning and Development.

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

PL/2021/09152 Steven Sims	Church Farm, Church Street, Semington BA14 6JS	Repair and refurbish barn and form two garages within it.	Approved
PL/2021/09400 Yancy Sun	4 Manor Close, Semington BA14 6LA	Proposed extension to enlarge existing kitchen and provide additional bedroom at first floor level.	Pending
PL/2021/10192 Russell Brown	22 St Georges Court Semington BA14 6GA	Replacement Front Door	Pending

- b. There were no planning applications received after 9 December 2021.
- c. Cllr. Scott explained the current position, as he understood it, in relation to the Wiltshire 5-year Housing Land Supply and the implications of the shortfall in that supply – a point addressed by the Planning Inspectorate in a recent Appeal Hearing which also stated that the exact extent of this shortfall in housing land supply was not even agreed. He commented that this would have significant implications for Wiltshire, including Semington, and would increase the pressure from developers for house building generally. Cllr. Scott invited the Council to consider whether it was now appropriate for the Parish Council to change its policy towards housing development in the village and to look at preferred policies for the short and long term.
- d. Cllr. Scott, supported by other councillors, expressed disappointment with the recently conducted Rural Housing Need Survey (RHNS) in that there were few respondents and the nature of some of the questions was ambiguous – especially in relation to obtaining views relating to additional housing in the village. He was particularly critical that there had been no opportunity for the Parish Council to comment on, or influence, the questions in the survey – unlike the previous RHNS which had proved particularly informative and helpful in deciding Parish Council policy towards future housing development. The Council agreed that Cllr. Scott is to contact Wiltshire Council (David Way) in order to establish the implications if the Parish Council ‘refuse’ to accept the survey results because of its shortcomings and to understand whether or not the perceived ‘ambiguities’ do taint the results.
- e. The Chairman stated that Newland Homes had provided part of the village – the area nearest to the proposed development – with details of the proposed housing development (a further eighteen houses) on the remaining space on the field at St Georges Road in the form of a ‘flyer’. The Parish Council **resolved** to advertise this proposed development more widely in the village to ensure that all parishioners were aware of this proposal.
- f. The Chairman confirmed that he had written again (letter dated 24 November 2021) to Cllr. Botterill regarding the unacceptable change of Housing Market Area (HMA) for Semington – as requested at the last Parish Council meeting – and the Clerk added that he had received acknowledgement earlier today that Cllr. Botterill had received that letter and that he would be replying in due course.
- g. Cllr. Wade reported that he had learned at the recent CATG meeting that a cycleway alongside the A361 road was unaffordable and that Wiltshire Council considered that the only viable route was utilising the Rights of Way SEM19A/10 and HILP22/10 – also known as Gypsy Lane. He added that there was a divided view at Wiltshire Council regarding the possible surface treatment and its subsequent maintenance – Wiltshire Council would choose to install a metalled surface and Wiltshire Council Highways would be prepared to maintain it but Cllr. Wade and other councillors commented that this would only encourage its use by motor vehicles to the detriment of other users, such as casual cyclists and horse riders who currently enjoy that route as a purely rural and currently unspoiled route. Following a proposal by Cllr. Bruges, the Council **resolved** that it did not support the installation of a metalled surface on this by-way. Cllr. Wade added that if that route was retained in its present state, as a Right of Way, it would not be maintained by Wiltshire Council and would deteriorate over time. The Clerk was asked to contact Cllr. McClelland to enquire whether a decision regarding the route of the cycleway had now been made. Cllr. Scott stated that he had made a Freedom of Information request from Wiltshire Council regarding the evidence that supported the view by Wiltshire Council to champion the Rights of Way route and the replies received were not convincing nor particularly informative. He commented that he has sought further clarification from Wiltshire Council
- h. There were no other planning matters raised.

The Council noted the proposed presentation by Mike Kurton (Newland Homes Ltd) at the January 2022 Parish Council meeting with a presentation plus a Question & Answer session from 7pm to 8pm on the 19 January 2022.

Cllr. Scott requested that Newland Homes be asked to provide a timescale for their proposed consultation and Cllr. Bruges was insistent that Newland Homes should be invited to be specific regarding the benefits that they would bring to the village, over and above any statutory requirements and for Newland Homes to convince the Parish Council that it should support its proposed development.

The Chairman reported that he had attended an online meeting that addressed the proposed Semington/Melksham Canal Link and the progress of agreeing the route. He stated that there still remained many ecological issues to address and that there did not appear to be an imminent planning application. He commented that there are two interested parties regarding this project - Wilts and Berks Trust and the Wessex Waterway Trust – each with slightly different agendas.

7. Neighbourhood Plan.

The Chairman reported that the Steering Group had met on 7 December 2021 – its third meeting - and that a Draft document was circulated and work was now proceeding on a Draft 'Vision and Objectives' document. He added that a budget had been approved and that grant aid of £1580 had now being secured to cover costs for the remainder of this financial year.

Cllr. Smith stated that a Community 'Consultation Event' had been arranged for 5 March 2022 between 10am and 3pm.

The Minutes of the Neighbourhood Plan Steering Group meetings can be found thus:
<https://www.semington.org.uk/neighbourhood-plan-documents/>

For Reference: The email address for correspondence etc relating to the Neighbourhood Plan is: np@semington.org.uk

8. Finance.

a. The Council noted the current financial position.

Lloyds A/C 2149025

Bank Statement	£	36,387.57
31 October 2021		

Total:	£	36,387.57
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Credits (1 November 2021 to 30 November 2021):

None	£	-
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Total:	£	-
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Debits (1 November 2021 to 30 November 2021):

Clerk's Salary (October 2021) (Paid 1 November 2021)	£	437.40
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C. Wade (Xmas Tree Sundries)	£	10.70
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Total:	£	448.10
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Balance at 30 November 2021:	£	35,939.47
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Credits (1 December 2021 to 15 December 2021):

None	£	-
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Total: £ -

Debits (1 December 2021 to 15 December 2021):

Clerk's Salary (November 2021) (Paid 1 December 2021)	£	262.20
HMRC PAYE Month 8	£	175.20
Clerk's Expenses (Sept)	£	2.90
Clerk's Expenses (Oct)	£	5.10
Plants (P Smith)	£	58.81
End Polio Now (Donation)	£	100.00
Top Soil (I Parsons)	£	91.87
Road Signs (S Chown)	£	99.76
Southview Nurseries	£	190.00
Total:	£	985.84

Balance at 15 December 2021:

£ **34,953.63**

Lloyds A/C 7754288

Bank Statement 01-Oct-21	£	7,707.50
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Credits

06-Oct-21	HMCTS	£	1.32
11-Oct-21	Interest	£	0.07
02-Nov-21	HMCTS	£	1.32
09-Nov-21	Interest	£	0.06
03-Dec-21	HMCTS	£	2.44
09-Dec-21	Interest (Approx)	£	0.06
Total:		£	5.27

Debits

None	£	-
	£	-

Balance at 15 December 2021:

£ **7,712.77**

Total Balance in Hand at 15 December 2021:

£ **42,666.40**

Payments to be authorised (15 December 2021).

Clerk's Salary (December) To be paid 31 December 2021 (Cheque)	£	262.20
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Clerk's PAYE (Month 9) (Cheque)	£	174.80
Clerk's Expenses (November)	£	56.67
Domain Website (V Bodman)	£	49.68
Melksham Remembers	£	50.00
	£	<hr/> 593.35

HMRC PAYE Month 8 (£174.80) - To be paid to HMRC Directly (1/1/2022) by Parish Council

The Clerk stated that he had undertaken a full Bank Reconciliation – Bank Statements/Cash Book/Cheques and other Receipts & Payments - and that all matters were satisfactory and all figures were correct. This is shown appended to these minutes.

The Clerk stated that he had today received notification from Wiltshire Council that the Parish Council Bank Account had been credited with a CIL (Community Infrastructure Levy) payment of £12139.03 in respect of planning application 19/07938. Councillors expressed a view that this CIL payment should be earmarked for specific projects, yet to be identified, that would benefit the community of Semington.

b. The Clerk presented the Financial Forecast (FY2021/22) and Budget FY2022/23 (provisional) and this is shown appended to these minutes.

The Council noted the Financial Forecast (FY2021/22) and Budget FY2022/23 (provisional). Cllr. Bruges commented that future spending would possibly include new village signs and a 'Back to Nature' survey both of which could be accommodated within the proposed Budget figures. There ensued a discussion regarding the proposed Budget and possible Precept and the Council resolved that proposed budget was a fair representation of the intended Parish Council programme for FY2022/23 and that there was some room to manoeuvre within it.

c. The Parish Council **resolved** to request a precept of £13500 from Wiltshire Council – the same as last year – and the Clerk commented that this represented a reduction in the Parish Council element of the Wiltshire Council Tax bill of 1.43% compared to last year.

d. The Council **resolved** to make the payments shown under 'Payments to be authorised' above at Agenda item 8a.

9. Environment and Streetscene.

a. Rights of Way.

There was nothing reported.

Other Matters.

b. The subject of noticeboards was addressed under Agenda item 12.

c. The Chairman confirmed that the Village Litter Pick will take place on 18 December 2021 – initially meeting at 10am outside the Village Hall.

d. Cllr. Scott stated that he had reported a case of fly-tipping but that it had now been cleared.

10. Transport and Traffic.

a. Cllr. Wade reported that the subject of a traffic speed check in the village would be raised at the next CATG meeting as it had proved too late for it to be added to the CATG Agenda for the recent meeting.

b. Cllr. Wade confirmed that the project to provide 'SLOW' road markings at Littlemarsh was to be implemented.

Following a discussion prompted by Cllr. Bruges, the Council **resolved** to explore the viability of relaunching the 'Bus Gate Watch' scheme subject to confirmation from Wiltshire Police that they would support the scheme if reintroduced.

Councillors reported that they had received reports from Parishioners regarding buses exceeding the speed limit in the village. The chairman stated that he would write to Faresaver Bus Company to remind them of their legal duty not to exceed the speed limit.

11. Recreation and Wellbeing.

a. Cllr. Wade reported that he is continuing to progress the acquisition of allotment plots and continues to liaise with the developers.

b. Cllr. Chown reported that the creation of a Semington Civil Parish Neighbourhood Watch Scheme is progressing well and she encourage all councillors to 'sign up' to it on the website.

Cllr. Chown confirmed that the Wessex Close Play Area team has been active in identifying possible items of play equipment and possible surface treatments.

It was reported that the Tennis Court needed attention but this was in hand but there was a possible need for the clearance of intrusive vegetation beforehand. Cllr. Scott assisted by Cllrs. Wade and Kasasian agreed to undertake a survey of the area and to agree the programme for vegetation clearance. It was noted that the residents of Pound Lane would need to be informed.

12. Community and Communication.

Cllr. Chown stated that following the resolution to purchase two new Noticeboards for the Village Hall she was continuing to investigate possible designs and costs.

Cllr. Bodman commented that it may be necessary for the Support Group to investigate how best to communicate with parishioners if a further 'lock down' becomes a reality.

The Chairman referred to correspondence relating to the provision of faster Broadband Internet connections that he had recently received and had forwarded it to all parish councillors prior to the meeting. An extract of this correspondence is shown below. In italics.

A project has recently been commenced in Steeple Ashton, Keevil, and Great Hinton, to measure the level of support for ultrafast broadband via Openreach's Fibre-to-the Premises (FTTP) infrastructure programme, and to gain some initial idea of costs from Openreach. Openreach have recently confirmed that Semington is also networked to the Keevil sub-exchange, and therefore should be included in the project as well. I would therefore be very grateful if Semington Parish Council could endorse the project, and also indicate financial support as required for printing of flyers (minimal costs - £15-20). Steeple Ashton and Keevil parish councils have now formally endorsed the project and Great Hinton PC will do the same in December.

The Parish Council discussed this initiative at some length and **resolved** to endorse and support it and indicated that it would donate £20 towards the publicity costs.

Cllr. Scott requested that the subject of HM The Queen's Platinum Jubilee be placed on the Agenda for the February Parish Council meeting.

13. Date of the next meeting.

a. The Council noted the date of the next Ordinary Parish Council meeting – Wednesday 19 January 2022 at 8pm – but see below:
Presentation by Newland Homes 7pm to 8pm on 19 January 2022 prior to the Parish Council meeting.

The meeting ended at 9.25pm

Peter Smith
Chairman Semington Parish Council

Financial Forecast & Budget FY2022/23

ITEM (Description)	Budget FY21/22 AGREED	Actual Expenditure 31-Oct-21	Estimated Expenditure FY2021/22 (Revised)	Proposed Expenditure FY2022/23 (New)	
Income:					
Precept	13500	13500	13500	13500	Provisional
Grants	0	0	0	0	
Lloyds A/C 7754288	2	18	2	2	
Lloyds A/C 2149025	0	0	0	0	
VAT Reclaim	100	0	180	100	
Donations	0	0	0	0	
Tennis Court Maintenance Fund	0	0	0	0	
Total Income	13602	13518	13682	13602	
Expenditure:					
Clerk Salary	5250	3062	5406	5560	3%
Expenses	250	66	150	150	
Office Allowance	175	0	200	200	
Chairman	0	0	0	0	
Hire Hall	525	0	650	650	
Audit	125	120	120	125	
Subscriptions	120	76	120	120	
Insurance	900	834	834	900	7.50%
Community (Section 137)	5000	1304	3000	N/A	
Projects (e.g. Tree/Bulb planting)	3000	250	1000	N/A	
Road Safety Improvements	0	0	0	N/A	
Wessex Close Play Area	3000	621	1000	N/A	
Tennis Court	500	500	500	N/A	
Website	400	0	400	N/A	
Training	0	0	0	150	
Elections	1000	0	0	0	
Neighbourhood Plan	0	0	0	1000	NH Planning
Environment/Streetscene	N/A	N/A	N/A	500	Trees/Bulbs
				1600	Kissing Gates
Transport & Traffic	N/A	N/A	N/A	250	SLOW Marking
Recreation & Wellbeing	N/A	N/A	N/A	5500	Wessex Close
				450	NW Watch
				5000	Allotments
Community & Communication	N/A	N/A	N/A	1600	Noticeboards
	20245	6833	13380	23755	
Net Income	13602	13518	13682	13602	
Net Expenditure	20245	6833	13380	23755	
Surplus	-6643	6685	302	-10153	
Forecast Balance C/F at 31/3/22 :					
		£37,277.00	(Includes T Court Funds)		
Annual Return (31/3/21) + Income (FY2021/22) - Expend (FY2021/22)					
AVAILABLE BALANCE at 31/3/22 (Minus T Court Fund) =			£30,959.00		
NOTE					
Tennis Court Fund at 31/3/22 =		£6,318.00	APPROX		

Bank reconciliation

Name of smaller authority: **SEMINGTON PARISH COUNCIL**

County area (local councils and parish meetings only): **WILTSHIRE**

Financial year ending 31 October 2021

Prepared by ROGER COLEMAN – Clerk/Responsible Finance Officer

Date 15 December 2021

Balance per bank statements as at 31 October 2021:	£	£
Lloyds Bank A/C 2149025	36387.57	
Lloyds Bank A/C 7754288	7708.89	
Stroud & Swindon A/C S6535672	(0.19)	
	<u>44096.27</u>	
Petty cash float (if applicable)	0	
Less: any un-presented cheques at 31 October 2021		
None		
	<hr/>	
Add: any un-banked cash at 31 October 2020	0	0
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Net balances as at 31 October 2020		44096.27
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The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK:	
Opening Balance 1 April 2020 (Prior year Box 8)	36975.30
Add: Receipts in the year	13517.60
Less: Payments in the year	(6396.63)
Closing balance per cash book [receipts and payments book] as at 31 October 2021 (must equal net balances above)	<u>44096.27</u>