

**Minutes of the Parish Council meeting held
on 21 September 2022 at 7.30pm in the
Village Hall**



Present.

Councillors P Smith (Chairman), 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 initially.

1. Apologies.

Apologies for non-attendance were received and accepted from Parish Councillors V Bodman and from Wiltshire Council Cllr. J Seed.

2. Declaration of Interests.

Cllr. Bruges declared an interest in Agenda item 12a – the item relating to St Georges PCC.

3. Minutes of the Ordinary Parish Council Meeting held on 17 August 2022.

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 by Cllr. Seed was given. The Chairman reported that Cllr. Seed had informed him that Wiltshire Council had accepted that they were in error in not fully consulting with Semington Parish Council and local residents before seeking and committing funds for developing the new Hilperton/Semington Cycleway. He added that Cllr, Seed had no further information regarding any action being taken in respect of the Greenacres travellers site.

5. Chairman's Report.

The Chairman reported that there were no issues he wished to bring to the Council's attention other than those already on the agenda.

6. Planning and Development.

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

PL/2022/01367	Land off St Georges Road, Semington	Residential development of 18 Dwellings with associated works including vehicular access and parking.	Pending
PL/2022/02656	Littleton Mill, Littleton, Semington, BA14 6LQ	Proposed wooden hut to house and protect turbines	Pending
PL/2022/04926	Land Southwest of 41 Littleton Green, Semington BA14 6LE	Agricultural Building for storage of feed and machinery	Approved

PL/2022/05227 Latest Amended Plans	19 Highfield Close Semington BA146JZ	To convert an existing detached garage into an annexe to the main house. This has been granted by planning approval PL/2022/00302. This application is to add a dormer roof extension to the roof.	Approved
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b. There were no planning applications received after 14 September 2022.

c. The Clerk advised the Council that Wiltshire Council has produced two draft strategies relating to Climate Change and the wider natural environment and that business and local groups have been invited to make representations in respect of the draft Climate Change Strategy and to comment on the Wiltshire Council 'Our Natural Environment Plan'. There are a number of engagement events and 'Drop-in' sessions planned. The following website addresses provide more information:

www.wiltshire.gov.uk/climate

www.wiltshire.gov.uk/planning-bio-green-blue-infrastructure

Cllr. Scott expressed his pleasure at observing that the new 'Kendall Lane' road signs had now been erected at the Newland Homes site.

7. Neighbourhood Plan.

The Chairman reported that there had been a Neighbourhood Plan meeting on 6 September and the main issues discussed were:

- The promotion of the Village Climate Change Survey.
- To update the 'Green Spaces List'.
- To collate a list of businesses in the Parish so that those business could be consulted about the infrastructure they would wish to have to help them thrive in the village.
- To identify and engage a 'Landscape Assessment' consultancy.

Cllr. Scott advised councillors that consultants have been engaged to look at the identified sites (the SHLAA and other sites) over the next two or three weeks – five and nine sites respectively.

8. Finance.

a. The Clerk gave a brief financial report, and the Council noted the following financial position:

Lloyds A/C 2149025

Bank Statement	£	52,993.15
31 July 2022		

Total:	£	52,993.15
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Credits (1 August 2022 to 31 August 2022):

Wiltshire Council (CIL Tranche 2)	£	14,162.21
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Total:	£	14,162.21
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Debits (1 August 2022 to 31 August 2022):

Clerk's Salary (July)	£	266.99
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HMRC PAYE Month 4	£	178.00
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Clerk's Expenses (April, May, June)	£	31.38
Clerk's Salary (August)	£	266.99
HMRC PAYE Month 5	£	178.00
Clerk's Expenses (July)	£	7.20
Information Commissioner Fee	£	40.00
Flower Tub Plants	£	28.80
Victim Support	£	50.00
Total:	£	1,047.36

Balance at 31 August 2022:

£	66,108.00
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Credits (1 September 2022 to 21 September 2022):

Wiltshire Council Precept (Part)	£	6,750.00
Total:	£	6,750.00

Debits (1 September 2022 to 21 September 2022):

None

Total:	£	-
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Balance at 21 September 2022:

£	72,858.00
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Lloyds A/C 7754288

Bank Statement 31-Jul-22	£	7,721.11
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Credits

09-Aug-22	Interest	£	0.26
18-Aug-22	HMCTS	£	1.16
09-Sep-22	Interest	£	0.33
Total:		£	1.75

Debits

None	£	-
	£	-

Balance at 21 September 2022:

£	7,722.86
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Total Balance in Hand at 21 September 2022:

£	80,580.86
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Payments to be authorised (21 September 2022)

Clerk's Salary (September) To be paid 30 September 2022	£	266.99
Clerk's HMRC PAYE (Month 6)	£	178.00
Clerk's Expenses (August)	£	33.69
D Muns Website Hosting 13/1/2022 to 12/1/2023	£	240.00
AM Print & Copy	£	42.00
PKF Littlejohn LLP (Audit Fee)	£	240.00
	£	1,000.68

Summary of Monies Received:

Neighbourhood Plan Grant:	£10,000 (FY20/22 - £1580, FY2021/22 - £8420)
Community Infrastructure Levy:	£26,301 (FY2022 - £12139, FY2022/23 - £14162)
PC Precept:	£13,500 (FY2022/23)
Existing PC Funds:	£30,780
TOTAL:	£80,581 (as at 21 September 2022)

b. The Clerk confirmed that a new Bank Mandate had been completed and Cllrs. Chown and Smith are now authorised signatories for the Parish Council accounts.

c. The Clerk presented the AGAR FY2021/22 Section 3 External Auditor (PKF Littlejohn) Report and Certificate to the Parish Council which confirmed that there were no matters requiring the attention of the Parish Council. The Chairman, on behalf of the Council, thanked the Clerk for his conscientiousness in ensuring that all matters were in order.

d. The Chairman reported that it was intended that a Pay Review be undertaken in respect of the Clerk's salary and the Chairman, Cllr. Smith, Cllr. Scott and Cllr. Wade were appointed to undertake this review which is to be based on the latest guidance from the Society of Local Council Clerks and the National Association of Local Councils. The Chairman stated that the results of this review would be announced at the October Parish Council meeting.

e. The Chairman thanked Cllr. Scott for his paper entitled 'Community Development Funding (CDF) in which he had proposed a process for the disbursement of these funds for the benefit of the community. The Council **resolved** that a CDF Group is set up to undertake this task and Cllrs. Scott, Chown, Hailey and Cllr. Smith (when available) were appointed to the CDF Group. The initial task was identified as how best to communicate with parishioners and to organise and assess responses.

f. The Council **resolved** to make the payments shown under 'Payments to be authorised' above at Agenda item 8a. The Clerk stated that Victim Support had sent a letter to the Parish Council thanking it for its donation.

9. Environment and Streetscene.

It was noted that an enquiry had been received to relocate the Defibrillator at the Independent Living Centre (ILC) from inside to outside the building thus making it more accessible to the community living or passing nearby. The ILC had requested the Parish council to contribute to the cost of doing so. The Chairman stated that the ILC is to be invited to make a written request with associated costings and it will be considered at the next Parish Council meeting.

a. Rights of Way.

Councillors reported that Paths SEMI9A/10 and HILP22/10 and recently designated a 'cycleway' by Wiltshire Council has had its final top-dressing treatment. Cllrs. Scott and Hailey each expressed their deep concern regarding the danger that motorised vehicles present to other users of this path and they recounted recent very dangerous encounters. The Council also noted similar concerns expressed by parishioners some of whom had contacted Wiltshire Council directly. The Council noted that Wiltshire Council has stated that it is to undertake a safety audit of the route, including examining the possible safety issues where the cycleway ends at St George's Place. Cllr. Scott agreed to write to Wiltshire Council seeking more information regarding this audit.

b. It was confirmed that Wiltshire Council had been informed regarding the two broken stiles – one on HILP23/10 and the other on SEMI 6/10 – and the Council **resolved** to request that the broken stile on SEMI 6/10 (at Pound Lane) is replaced with a 'kissing gate'.

Other Matters.

b. Cllr. Wade confirmed that he had examined possible designs and costs for the two new noticeboards and that current available sizes of noticeboards differ significantly from those currently at the Village Hall. He added that he would value a second opinion from another councillor. The Chairman offered to assist.

c. Cllr. Hailey stated that she had sent all councillors revised details of possible tree planting areas in the village, including possible species of trees, costs and availability. The Chairman and councillors thanked her for her detailed research and for the annotated drawings and details that she had provided. She explained that some twenty trees are being proposed at a cost of around £850 plus £15 approx for each tree in respect of stakes, guards, and compost. The Chairman confirmed that an appropriate budget had already been agreed. The Chairman added that neighbours living near to the proposed sites had been consulted and that he was awaiting a response from Wiltshire Council.

The Council **resolved** to adopt the planting sites and the species of trees proposed.

The Clerk stated that it would be for him to place the order having been given details of the required purchases and contractor when available and when all consultations had been completed.

d. This was addressed at Agenda item 9c above.

Cllr. Hailey commented that the full title of the initiative is the 'Queen's Green Canopy' and that it had been extended to 2023.

e. Cllr. Wade stated that the new 'SLOW' road signs for Littlemarsh had not yet been erected. He commented that additional signage is required for the new Cycleway – especially where the Cycleway meets St Georges Road.

Cllr. Scott stated that he had a conversation with the Clerk to Melksham Without in respect of the concern expressed at a previous Parish Council meeting regarding possible parking restrictions at the Canal Bridge. He commented that it would appear that Wiltshire Council was developing plans to implement double yellow lines on both sides of the bridge. Cllr. Bruges questioned whether these proposed restrictions were really necessary. Cllr. Wade

added that he will contact Wiltshire Council (Mark Stansby) and enquire what is actually being proposed.

10. Transport and Traffic.

The Chairman stated that this item was covered under Agenda item 9e.

11. Recreation and Wellbeing.

a. Cllr. Wade reported that a recent meeting with the Gloucester Road Allotment Society, arranged by Cllr. Smith, had proved very useful in providing guidance for setting up a similar scheme in Semington.

b. The Council noted the correspondence from Wiltshire Council in respect of the possible disposal or replacement of the defective play equipment (the Ludus Spinning Disc) at the Wessex Close Play Area and the invitation by Wiltshire Council for the Parish Council to consider acquiring the Wessex Close Play Area as a 'Community Asset Transfer'. There ensued considerable discussion regarding the proposals by Wiltshire Council and following this discussion the Parish Council **resolved**:

- To request Wiltshire Council to remove the defective equipment and to reinstate the land.
- To invite Wiltshire Council to provide details of the Community Asset Transfer Scheme – emphasising that the Parish Council had made no decision regarding whether to adopt the Community Asset Transfer Scheme for Wessex Close.

Cllr. Scott stated that it remained an important matter that interested parishioners should take 'ownership' of this Play Area and not for the Parish Council to be solely responsible for its management and upkeep. Cllr. Smith agreed to contact the group of parishioners who had previously expressed an interest in management of the Play Area.

c. This matter was discussed under Agenda item 11b above.

d. Cllr. Hailey advised that Council that two ash trees in Wessex Close Play Area were suffering from 'ash dieback' disease.

12. Community and Communication.

The Council expressed its thanks to Jack Woodward in explaining the proposed work to St George's Church during the Public Participation prior to the commencement of the Parish Council meeting.

Cllr. Bruges left the meeting.

The Council discussed the request for a donation towards the project costs at some length. It noted that the initial aim of the project was to construct toilet facilities immediately outside the church building, although it was commented that the church was a Listed Building and that no discussions had yet taken place with Wiltshire Council Development Control or the Church Authorities (the Diocese of Salisbury). Councillors observed that the costs incurred to date and for which a donation was requested were for the provision of quotations from the proposed architects and from the Quantity Surveyor and that no work had yet taken place or had been commissioned. The Chairman, supported by councillors, commented that the Parish Council would normally consider a donation for projects that benefitted the community and that had been agreed but not for those that have yet to be approved nor for providing quotations for projects that may not proceed.

At the conclusion of the discussion, the Parish Council **resolved** not to make a donation.

Cllr. Bruges re-joined the meeting.

13. Date of the next meeting.

The Council noted the date of the next Ordinary Parish Council meeting – 19 October 2022 and noted the dates for the subsequent Ordinary Parish Council meetings: 16 November and 21 December. All meetings are to commence at 7.30pm.

The meeting ended at 10.00pm

Chairman Semington Parish Council