

**Minutes of the Parish Council meeting held
on 16 November 2022 at 7.30pm in the
Village Hall**



Present.

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

In the absence of the Chairman, Cllr. P Smith, Cllr. Scott was elected unanimously as the Chairman for the meeting.

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

There was one member of the public present initially.

1. Apologies.

Apologies for non-attendance were received and accepted from Cllr. P Smith.

2. Declaration of Interests.

There were no interests declared.

3. Minutes of the Ordinary Parish Council Meeting held on 19 October 2022.

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

4. Wiltshire Council Report.

Cllr Seed gave the following report:

Greenacres site.

Pressure continues to be exerted on Wiltshire Council to address the planning permission issues relating to the Greenacres travellers' site and the presence of a large number of static vans. He requested that any evidence to support the case presented to Wiltshire Council Development Management should be collated and passed to him whereupon he would continue to press the case with, and confront, the Wiltshire Council Enforcement Team. He added that he would be seeking advice from the Wiltshire Council Legal Team.

Newland Homes Development.

Cllr. Seed acknowledged that Wiltshire Council had failed to ensure that the 'affordable homes' within that development at St Georges Lane would be allocated to 'local' applicants and that the related s106 Agreement was deficient in that regard. He added that it may be possible to secure an agreement that should any of these properties be sold then 'local' purchasers would be given first choice.

Cllr. Scott stated that the Parish Council was very disappointed and annoyed that in line with Wiltshire Council policy a Rural Housing Needs Survey (RHNS) was undertaken to identify local housing needs and that the results of this survey had been ignored by Wiltshire Council when planning permission was granted. He added that the Parish Council support for this development was predicated on the allocation of 'affordable homes' in accordance with the RHNS. Cllr. Seed asked parish councillors to provide him with any evidence that was available that supported the view that the 'affordable homes' were to be allocated to meet identified local needs.

Boundary Commission.

The recommendations of the recent Boundary Commission consultation proposed a change to the Parliamentary Constituency boundaries and that Semington Civil Parish would be affected by this proposal if implemented.

Bridleways SEMI9A/10 and HILP22/10 – Semington to Hilperton Cycleway.

The safety aspects of Bridleways SEMI9A/10 and HILP22/10 which have been identified by Wiltshire Council as a 'cycleway' continues to cause considerable concern to the parishioners and the Parish Council with representations being made directly to the Parish Council by the concerned parishioners. He stated that he would make enquiries regarding the 'Safety Audit' that Wiltshire Council had stated would be undertaken and had indicated to the Parish Council would be completed and the related report issued by end-November.

The following matters were raised by councillors which they wished to bring to the notice of Cllr. Seed:

Cllr. Bruges asked that the process for initiating consultations with Parish Councils be examined and improved citing the recent debacle of the failure of Wiltshire Council to consult with the Parish Council in relation to the 'cycleway'.

Cllr. Scott enquired what was now happening to The Lamb on the Strand Public House. Cllr. Seed commented that the proposed development had been abandoned.

Cllr. Wade was assured by Cllr. Seed that Melksham Area Board was still in a position to consider and approve grant applications.

The Chairman thanked Cllr. Seed for his contributions to the meeting.

5. Chairman's Report.

The Parish Council Chairman, Cllr. Smith, had provided councillors with a brief summary report of current issues and Cllr. Scott thanked Cllr. Smith for the report and added that the main points of the report would be addressed at the appropriate Agenda items during the meeting.

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 Amended Plans	Littleton Mill, Littleton, Semington, BA14 6LQ	Proposed wooden hut to house and protect turbines	Pending

The Council examined the following planning applications and **resolved** to send comments to Wiltshire Council, as shown.

PL/2022/08752	29 High Street, Semington BA14 6JW	Small single-storey extension to annexe.	New
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The Council has no objections to this proposed development

PL/2022/08799 (LBC)	29 High Street, Semington BA14 6JW	Small single-storey extension to annexe.	New
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The Council requests Wiltshire Council to pass this application to the Conservation Officer for comment and that particular attention is paid to the proposed roof material.

- b. There were no planning applications received after 9 November 2022.
- c. Cllr. Scott stated that the November Western Area Planning Committee meeting had been cancelled.
- d. The matter regarding the concerns expressed by parishioners about the number of static homes located at the Greenacres site, including associated safety and health risks and the response from Wiltshire Council were addressed under Cllr. Seed's Report..

7. Neighbourhood Plan.

Cllr. Scott gave the following report on behalf of the Neighbourhood Plan Steering Group (NHPSG):

- The report from AECOM about the sites that have potential for development, which they examined in October, is expected at the end of the month. As is the report from our landscape consultant.
- The surveys of parish businesses and working from home are continuing
- 9 sites have been identified as having the potential to be recorded as special green spaces. Landowners are now being approached for comment.
- We now have a draft parish character statement which is being updated.
- The introduction to the written Neighbourhood plan document has been updated.
- A list of non-designated heritage assets has been agreed. Landowners will be approached in the new year.
- The next village consultation will be in March

Cllr. Bruges enquired how the Neighbourhood Plan process is going to progress. Cllr. Scott provided the following statement for the minutes (shown in italics):

The NHPSG estimate that Reg 14 consultation will be in April / May 2023 and following time to make amendments based on feedback (2-3 months approx) the NHPSG will probably submit the Draft Neighbourhood Plan to Wiltshire Council in August/September 2023 ahead of the Reg 16 consultation. This probably means that the Neighbourhood Plan will be ready for Examination in December 2023 - Jan 2024.

8. Finance.

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

Lloyds A/C 2149025

Bank Statement	£	72,618.00
30 September 2022		
	Total:	£ 72,618.00

Credits (1 October 2022 to 31 October 2022):

None	£	-
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1403

Total: £ -

Debits (1 October 2022 to 31 October 2022):

Clerk's Salary (September)	£	266.99
Clerk's Expenses (August)	£	33.69
PKF Littlejohn	£	240.00
AM Print & Copy	£	42.00
HMRC PAYE Month 6	£	178.00
NH Plan (Google A/C)	£	55.20
Total:	£	815.88

Balance at 31 October 2022:

£ 71,802.12

Credits (1 November 2022 to 16 November 2022):

None	£	-
Total:	£	-

Debits (1 November 2022 to 16 November 2022):

Clerk's Salary (Sept)	£	266.99
Clerk's Expenses (September)	£	9.14
St George's PCC	£	600.00
Memorial Wreath	£	23.98
Place Studios	£	1,169.94
HMRC PAYE Month 7	£	178.00
Total:	£	2,248.05

Balance at 16 November 2022:

£ 69,554.07

Lloyds A/C 7754288

Bank Statement 30-Sep-22	£	7,724.02
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Credits

10-Oct-22	Interest	£	0.33
20-Oct-22	HMCTS	£	1.16
10-Nov-22	Interest (Approx)	£	0.31
Total:		£	1.80

Debits

1404

None

£	-
£	-

Balance at 16 November 2022:

£	7,725.82
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Total Balance in Hand at 16 November 2022:

£	77,279.89
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Payments to be authorised (16 November 2022)

Clerk's Salary (November)	£	345.1
Clerk's HMRC PAYE (Month 8)	£	230.0
Clerk's Expenses (October)	£	58.80
Clerk Back Pay	£	242.85
D Muns - Domain Renewal (2 years)	£	28.78
Wiltshire Council	£	720.00
Clerk's Salary (December)	£	311.25
Clerk's HMRC PAYE (Month 9)	£	304.40

b. The Council noted the Financial Forecast (as shown in the following financial statement) and **resolved** that no action was necessary.

c. The Council noted the proposed Budget for FY2023/24 shown thus:

ITEM (Description)	Budget FY21/22	Actual 31-Oct	Estimated FY2022/23	Budget FY2023/24
<u>Income:</u>				
Precept	13500	13500	13500	13500
Grants				
NHP	0	8420	12420	4000
CIL	0	14162	21662	0
Other (Approx)		6		
HMCTS	0		12	15
Lloyds A/C 7754288	2	1	2	2
Lloyds A/C 2149025	0	0	0	0
VAT Reclaim	100	847	847	450
Total Income	13602	36936	48443	17967
<u>Expenditure:</u>				
Clerk Salary	5560	3115	6250	6337
Expenses	150	90	150	150
Office Allowance	200	0	250	250
Chairman	0	0	0	0
Hire Hall	650	0	650	700
Audit	125	360	360	375
Subscriptions	120	76	145	175

Insurance	900	847	847	900
Community (Section 137)	N/A	1451	2000	2000
Website	N/A	240	240	300
Training	150	0	0	150
Elections	0	0	0	0
Planning & Development				
Neighbourhood Plan	1000	4014	9000	6500
Environment/Streetscene				
Kissing gates	1600	0	720	1500
Trees Bulbs	500	83	1200	1500
Transport & Traffic				
SLOW markings	250	0	250	0
Recreation & Wellbeing				
Tennis Court	N/A	334	500	1000
Wessex Close play area	5500	0	0	6000
Neighbourhood Watch	450	0	0	0
Allotments	5000	67	1000	7500
Community & Communication				
Notice boards	1600	0	1500	0
Future Projects (CDF)				5000
Future Projects (CIL)				5000
	23755	10677	25062	45337
Net Income	13602	36936	48443	17967
Net Expenditure	23755	10677	25062	45337
Surplus	-10153	26259	23381	-27370

Balance C/F at 31 March 2022 = £51,865
Anticipated C/F at 31 March 2023 = £75,246
Anticipated C/F at 31 March 2024 = £47,876

d. The Council **resolved** to approve the Draft Budget as shown above and the Council **resolved** to request a precept of £13500 for FY2023/24.

e. Cllr. Scott gave the following report on behalf of the Community Fund Working Group (CFWG):

- Mr Stephen Turpin has joined the group.
- Details of the Community Fund and the Working Group will now be shown on the website and a dedicated email address has been established.
- A request for expressions of interest from local community groups for possible projects/funding opportunities will go in the December Newsletter and onto Facebook and on the website. Local Community Groups will also be contacted by email.
- The next steps are to develop documentation to allow bids to be made and evaluated.

f. The Council **resolved** to make the payments shown under 'Payments to be authorised' above at Agenda item 8a and **resolved** to make the following payments: Dorothy

House (Christmas Tree collection) - £50 and the Rotary Club of Trowbridge Wessex Mead (as a donation to 'End-Polio' in respect of the donation to the Parish Council of 2500 crocus bulbs) - £100

9. Environment and Streetscene.

a. Rights of Way.

Councillors noted the continuing safety concerns regarding Paths SEMI9A/10 and HILP22/10 resulting from its designation as a 'cycleway' and commented that they would await the outcome of the Safety Audit before taking any further action.

b. Cllr. Scott reported that two new Kissing Gates and steps had been installed on a local footpath.

Cllr. Scott stated that he had spoken to the landowner in relation to the gates on Path SEMI8/10 that were regularly closed when there should be unfettered access along that bridleway and had been assured that the gates would now remain open. However, it had been observed that the gates remained closed. Cllr. Scott agreed to contact the landowner again.

The Council expressed its thanks to Mr Williamson for his donation of 2500 crocus bulbs which had now been planted in the village. The Council also expressed its thanks to all those involved in the planting.

Other Matters.

c. Cllr. Wade stated that he was still seeking advice and agreement on the design/type of the new Parish Council Noticeboard/s and invited councillors to assist him in this task. Cllr. Chown stated that her husband, Paul Chown, who had previously been involved in seeking Noticeboard quotations would assist Cllr. Wade.

d. Cllr. Hailey stated that the number and species of trees had been identified and a possible cost confirmed but this matter could not be progressed until permission had been obtained for the proposed planting locations.

Cllr. Hailey requested that in future this subject is entitled 'Queen's Canopy' and all matters related to it are discussed under this single heading.

e. Cllr. Hailey reported that the decision on the number and species of trees to be purchased for the Queen's Canopy project had been supported by the Wiltshire Council Trees and Woodland Team but permission to plant these trees on all the proposed spaces was still outstanding. She agreed to progress this matter with Wiltshire Council – especially with the 'Estates Team' - and added that Wiltshire Highways had raised no objections.

f. Cllr. Wade stated that owing to illness he was unable to attend the recent meeting of the Local Highway and Footpath Improvement Group (the 'renamed' CATG) meeting and that he would circulate the minutes of that meeting when they are available.

10. Transport and Traffic.

Cllr. Wade confirmed that the 'SLOW' traffic sign and hatched lines had now been installed at Littlemarsh.

11. Recreation and Wellbeing.

a. Cllr. Wade stated that he had attempted, without success, to contact Newland Homes to discuss, and agree, the handover of the allotment plots to the Parish Council. The Clerk stated that he would write formally to Newland Homes as a matter of urgency bearing in mind that houses on the site were soon to be occupied and that there would be the need to engage in legal processes related to the transfer. Cllr. Wade stated that he would send the Clerk the contact details for Newland Homes.

b. The Council noted the letter from Wiltshire Council regarding a possible management arrangement for the Wessex Close Play Area that highlighted the legal difficulties that would be associated with any Asset Transfer. The Chairman reported that the Parish Council had written again replying to Wiltshire Council proposing an arrangement for the Parish Council to be involved in the management of the Wessex Close Play Area and that a reply to that letter was awaited. The Clerk was asked to progress this with Wiltshire Council.

c. Cllr. Chown confirmed that the Christmas Tree is to be erected on 16 November 2022 at 10am and any help to assist would be very welcomed and that a Craft Fair at the Village Hall is to be held the same day. She added that Carol Singing and the 'Switch-on' of the lights would take place at 6pm on 4 December.

12. Community and Communication.

Cllr. Chown agreed to enquire whether there had been any progress in achieving faster broadband within in the village following the recent campaign by Steeple Ashton,

Councillors noted that following Cllr. Bodman's resignation it was intended that her responsibilities would be allocated as follows:

Recreation – Cllr. Hailey

Communication – Cllr. Chown.

13. Date of the next meeting.

a. The Council resolved to cancel the meeting previously arranged for 21 December and resolved that the next Ordinary Parish Council meeting would be held on Wednesday 18 January 2023 – subject to confirmation.

b. Councillors expressed their views that monthly meetings should continue in 2023 and asked the Clerk to contact the Village Hall Management Committee and to agree possible dates.