

**Minutes of the Parish Council meeting held on
18 October 2023 at 7.30 pm in the Village Hall**



Present.

Councillors P Smith (Chairman), R Bruges, M Carberry, J. Hailey, M. Kasasian, C. McGarvey, W.Scott, C. Wade and the Clerk, Roger Coleman.

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

There were two members of the public present initially.

1. Apologies.

Apologies were received and accepted from Cllr. S. Chown.

2. Declaration of Interests.

There were no interests declared.

3. Minutes of the Ordinary Parish Council Meeting held on 20 September 2023.

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

4. Wiltshire Council Report.

Cllr. Seed gave a report on the following subjects:

Bus Gate.

The Bus Gate and associated furniture has recently been inspected by Wiltshire Council and, subject to a minor repair to the lock, was found to be satisfactory. Cllr. Seed commented that if there were to be a housing development in the area, the need for the Bus Gate, or its location, would need to be reconsidered. He recommended that the provision of the ANPR camera needs to be agreed with Wiltshire Police and Wiltshire Council and that its enforcement also needs to be agreed. He recommended that this subject was discussed at the next LHFIG Meeting when both Wiltshire Police and Wiltshire Council will be present. Cllr. Wade added that security clearances would also need to be obtained from Wiltshire Police for any parish volunteers who would comprise the 'No Entry Watch' team and he understood that there was a current moratorium regarding such clearance processes. He stated that the next Area Board Meeting (which will have a highways focus) is to be held at Semington Village Hall on 6 December 2023 and that key Wiltshire Council officers would be in attendance and that would be an ideal opportunity to raise this subject.

Cllr. Seed was advised of two 'local' organisations that had been observed ignoring the 'No Entry' sign. He stated that he would contact those organisations and would provide advice.

Planning Appeal – PL/2022/09397 (South of Pound Lane).

He cautioned that following discussions with Wiltshire Council officers, the forthcoming Appeal hearing may consider that the 'flooding issue', previously highlighted as a serious impediment to the development, might not be so significant as previously thought.

Greenacres.

The relevant Cabinet members and officers have been alerted to the breaches of planning consent by the occupiers of the Greenacres site and responses are awaited from those members and officers regarding intended further action by Wiltshire Council.

Safety Audit – SEMI19A/10 and HILP22/10.

In reply to a query from Cllr. Scott, Cllr. Seed stated that he had no further information regarding the progress, if any, of this audit and that he was unaware that any information regarding the recent serious accident on this Byway had been passed by the police to the Audit team. Cllr. Scott commented that it was essential that such information was passed to the Audit team.

5. Community and Communication.

a. The Chairman reported that there had been a recent audit undertaken on the footfall at the Post Office and that the results would indicate very poor use of the Post Office thereby placing its future existence in serious jeopardy.

b. The Chairman confirmed that he had collected the bags of salt and Snow Warden jackets from Wiltshire Council that were available under the PEAS Scheme.

Cllr. Bruges confirmed that arrangements for the proposed Community Event – a Bonfire Celebration – to be held at Outmarsh Farm on 4 November 2023 were progressing well and thanked Cllr. Carberry for his assistance in the project.

6. Recreation and Wellbeing.

a. The Chairman confirmed that all related documentation concerning the transfer of the allotment site from Newland Homes had been sent to all councillors prior to the meeting for examination and save for one minor typographical error no other comment had been received by him or the Clerk. He added that the Parish Council was now in a position to decide whether or not to proceed with the transfer of the allotment site to the Parish Council.

b. The Parish Council **resolved** to accept the latest versions of the Allotment Transfer Documents namely:

- Conveyance Plan, Sheet 4 (Allotments) 233-191-4 Rev B, pdf 24767766
- Conveyance Plan Master Sheet 2 233-191-2 Rev A, pdf 20770671
- Transfer Document Draft TF1 22.9.23- Allotment Land Semington. This document includes the changes at Para12, shown in red.

acknowledging that there are no outstanding matters and that the transfer should proceed forthwith.

The Clerk stated that at the point of transfer it would be necessary to ensure that the appropriate insurance cover was in place. Cllr. Wade commented that as the Parish Council is a member of the Allotment Society some insurance cover is already in place. Cllr. Wade stated that he would send these details to the Clerk.

c. The Parish Council **resolved** to appoint Cllrs Smith (Parish Council Chairman) and Cllr. Wade (Parish Council Member) as the signatories of the legal documentation relating to the allotment transfer on behalf of the Parish Council and that the Clerk R Coleman is to act as witness.

Cllr. Scott ventured that some form of ‘ceremony’ should accompany the first ‘dig’ in the allotment.

d. Cllr. Hailey gave a report on the progress of the Wessex Close Play Area Asset Transfer from Wiltshire Council. She stated that there were a number of relatively minor issues that required clarification from Wiltshire Council and that she would inform the Clerk of these matters for him to write formally to Wiltshire Council in order to obtain clarification and to effect the transfer.

e. Cllr. Hailey stated that the Play Area Community Management Group had been formed and that training of the members was now a priority – either individual or group training. She agreed to make the necessary enquiries.

f. The Parish Council **resolved** to formally name the walkway through Jubilee Wood – ‘Rimmer’s Ramble’ in memory of Steve Rimmer who was a previous parish councillor and instrumental in promoting tree planting in the village. The Council **resolved** that a budget of £150 be allocated for appropriate signage.

g. Cllr. McGarvey confirmed that a Defibrillator Training Event had taken place on 16 October at the Village Hall, although the attendance – nine persons – was disappointing.

7. Environment and Streetscene.

Rights of Way.

a. The Safety Audit was addressed under Agenda item 4 above.

Cllr. Hailey reported the trimming back of vegetation on Paths SEMI9 and SEMI28 and stiles cleared. She added that Cllr. Bruges had cleared the overgrown vegetation on SEMI1 (Brook House end), although the other end of this path is very overgrown. She stated that the footbridge (SEMI28) still needed repairing.

Other Matters.

b. The Chairman stated that clearance of the vegetation in the immediate vicinity of the Pill Box was necessary and, following discussion, it was agreed that a Working Party would undertake this work on 18 November – subject to agreement with the owner of the land. Cllr. Smith confirmed that a rubbish skip could be obtained around the budgeted figure of £250 that was agreed at the previous Parish Council meeting. He added that a comprehensive plan for the refurbishment of the Pill Box will be developed and sent to all councillors.

c. Cllrs Hailey and Smith stated that it had been agreed at a previous meeting not to proceed with the tree planting project, primarily because of the obligations imposed by Wiltshire Council on the Parish Council regarding the use of the intended land.

d. The Chairman confirmed that there was to be a ‘Gutter and Path’ clearance activity and a Litter Pick on Saturday 21 October commencing 10am at the Village Hall.

Cllr. Carberry reported that he had examined the current legislation regarding Litter Bins and dog waste and confirmed that it was permissible to place wrapped dog waste in Litter Bins. He commented that there was a need for additional bins in the village – especially noting the additional properties planned for the village – and he would survey the village and propose where additional bins may be necessary or existing ones re-sited.

8. Transport and Traffic.

a. The subject of the Bus Gate and APNR cameras was addressed under Agenda item 4 above.

b. Cllr. McGarvey reported that residents in Pound Close had complained to her regarding the damaging of the grass verge by tractors. Councillors observed that when cars are parked along the road there is insufficient road space to allow tractors to pass – hence the damaged verges. She was advised to inform residents to contact Wiltshire Council via the ‘My Wilts’ app to report the problem.

9. Planning and Development.

a. The Council examined the following planning applications and **resolved** to send comments to Wiltshire Council as shown (in italics):

| | | | |
|---------------|--|--|-----|
| PL/2023/08160 | 12 Turnpike Close Semington BA14 6FR | Construction of single storey side extension to provide an additional bedroom and ensuite. Internal remodelling of first floor layout to provide an additional bedroom. Installation of new first floor window to side elevation and swapping of ground floor door and window on rear elevation. | New |
|---------------|--|--|-----|

The Council has no objections to this proposed development.

The Chairman declared an interest in PL/2023/08552 and left the meeting.

| | | | |
|---------------|--|---|-----|
| PL/2023/08552 | 5, The Hunt Close Semington BA14 6JY | Erection of a single storey front and two storey side extension, form pitched roofs to existing dormer windows, and widen width of rear facing dormer window. Demolish existing 1.8m high front and side facing boundary wall, and replace with new 1.8m high wall. | New |
|---------------|--|---|-----|

The Council has no objections to this proposed development.

The Chairman rejoined the meeting.

The Council considered the proposed comments (prepared by Cllr. Scott) in respect of the Greystoke Planning Appeal (Land South of Pound Lane, Planning Appeal APP/Y3940/W/23/3329064) that had been sent to all councillors before the meeting and, following discussion, **resolved** to send these comments to the Appeal Inspectorate.

b. The Chairman stated that Cllr. Scott had written a possible Parish Council response to the request for comments by Wiltshire Council in respect of the Wiltshire Council Local Plan – Wiltshire Local Plan Pre-Submission Draft 2020 – 2038, September 2023 – and that these comments had been sent to all councillors prior to this meeting. These comments were discussed by the Parish Council and subject to an agreed additional sentence the Parish Council **resolved** to send that response to Wiltshire Council.

c. The Council reviewed the proposed comments (prepared by Cllr. Scott) in respect of the Green Square Accord Planning Application (Land North of St George's Road - Planning application 20/01306/OUT) that had been sent to all councillors before the meeting. Following a discussion by councillors, the Parish Council **resolved** to send that response to Wiltshire Council.

10. Finance.

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

Lloyds A/C 2149025

| | | |
|----------------|----------|------------------|
| Bank Statement | £ | 20,434.83 |
| 31 August 2023 | | |
| Total: | £ | 20,434.83 |

Credits (1 September 2023 to 30 September 2023):

| | | |
|-------------------|---|----------|
| WC Precept (Part) | £ | 6,750.00 |
| Groundwork UK | £ | 4,465.00 |

1469

Total: £ 11,215.00

Debits (1 September 2023 to 30 September 2023):

| | | | |
|----------------------------|------|---|-----------------|
| Equinox Explorer Group | 1145 | £ | 450.00 |
| Place Studio Ltd | 1149 | £ | 457.40 |
| AM Print & Copy | 1151 | £ | 157.00 |
| Clerk's Salary (September) | 1152 | £ | 320.06 |
| HMRC PAYE Month 6 | 1153 | £ | 213.20 |
| Clerk's Expensives (July) | 1154 | £ | 42.20 |
| Clerk's Expenses (August) | 1154 | £ | 21.00 |
| Place Studio Ltd | 1155 | £ | 420.00 |
| Total: | | £ | 2,080.86 |

Balance at 30 September 2023 (A/C 2149025):

£ 29,568.97

Credits (1 October 2023 to 18 October 2023):

| | | | |
|--------|--|---|---|
| None | | £ | - |
| Total: | | £ | - |

Debits (1 October 2023 to 18 October 2023):

| | | | |
|--------------------------|------|---|---------------|
| Village Hall Hire (PCMs) | 1156 | £ | 600.00 |
| Village Hall Hire (NPG) | 1157 | £ | 202.00 |
| Bobby Van Trust | 1158 | £ | 50.00 |
| Total: | | £ | 852.00 |

Balance at 18 October 2023 (A/C 2149025):

£ 28,716.97

Lloyds A/C 7754288

Bank Statement
31-Aug-23 £ 57,850.18

Credits

| | | | |
|-----------|----------|---|--------------|
| 11-Sep-23 | Interest | £ | 54.05 |
| 19-Sep-23 | HMCTS | £ | 1.28 |
| Total: | | £ | 55.33 |

Debits

| | | | |
|------|--|---|---|
| None | | £ | - |
| | | £ | - |

Balance at 30 September 2023 (A/C 7754288):

| | |
|----------|------------------|
| £ | 57,905.51 |
|----------|------------------|

Total Balance in Hand at 18 October 2023:

| | |
|----------|------------------|
| £ | 86,622.48 |
|----------|------------------|

Payments to be authorised (18 October 2023)

| | | |
|---|----------|-----------------|
| Clerk's Salary (October) | £ | 320.06 |
| HMRC PAYE Month 7 | £ | 213.20 |
| Clerk's Expenses (September) | £ | 19.85 |
| St George's PCC - s137 | | TBA |
| James Long (Masons) Ltd - Memorial Cleaning | £ | 864.00 |
| Noticeboard Allen Key x 2 (inoxca/UK) | £ | 10.70 |
| Noticeboard Ratchet Screwdriver Set | £ | 14.99 |
| 6 @ 4mm A/F hex Pin Security Insert Bit (Noticeboard) | £ | 11.98 |
| Magnetic Push Pins (Noticeboard) | £ | 11.98 |
| HP953 Cyan Cartridge | £ | 23.71 |
| | £ | 1,490.47 |

- b. Cllr. Hailey, on behalf of the Community Development Fund Working Group (CDFWG) stated that no other qualifying applications for funding had been received.
- c. The Parish Council **resolved** to make a donation of £650 to St Georges PCC - £50 of which is for the purchase of a Remembrance Day Memorial Wreath.
- d. The Council **resolved** to make the payments shown under 'Payments to be authorised' above at Agenda item 10a.
- e. There were no additional payments.

In reply to Cllr. Scott, the Clerk confirmed that a draft FY2024/25 Budget would be presented to the Council for approval at the November Parish Council meeting. In view of this, the Chairman requested all Theme Leaders to provide anticipated spend in FY2024/25 to the Clerk well before the next meeting.

Clerk's Note – Anticipated Spend Details - No later than 5 November 2023.

11. Neighbourhood Plan.

- a. Cllr. Scott reported that there was nothing to report and he expressed his disappointment that it was now necessary to undertake a Strategic Environment Assessment when this matter could have easily have been resolved earlier by Wiltshire Council and allowed the Regulation 14 Consultation to be undertaken now instead of six months' time.
- b. Cllr. Scott stated that the Joint Melksham Neighbourhood Plan had now been issued under Regulation 14 for public consultation. Cllr. Scott agreed to draft comments for Semington Parish Council to send in respect of this publication.

12. Date of the next meeting.

The Council noted that the next Ordinary Parish Council meeting would be held on Wednesday 15 November 2023 commencing at 7.30pm.

The Parish Council agreed to hold monthly meetings in 2024, each one around mid-month.

The meeting ended at 10.00pm.

Chairman, Semington Parish Council

15 November 2023