

**Minutes of the Parish Council meeting held on
17 January 2024 at 7.30 pm in the Village Hall**



Present.

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

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

There were six members of the public present initially.

Note.

Representatives from Black Box Planning (two representatives) and GreenSquareAccord (three representatives) attended this meeting to present their development proposals in relation to the Reserved Matter (Planning application PL/2023/10561). At an appropriate point in the meeting, the Chairman adjourned the Parish Council meeting to allow the representatives to present their proposals and to answer questions from councillors and from the members of the public present). At the conclusion of this session, the Chairman reconvened the meeting. Refer to Agenda item 10a.

1. Apologies.

Apologies were received and accepted from Cllrs. M Carberry and S. Chown.

2. Declaration of Interests.

There were no interests declared.

3. Minutes of the Ordinary Parish Council Meeting held on 13 December 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 brief report on the following topics:

Wiltshire Council Budget FY2024/25 – A budget has been agreed and it is a balanced budget which includes a Council Tax increase of 5% compared to FY2023/24. This increase which will be reflected in the Council Tax charge is attributed to the allowed social levy and an increase in the cost of providing essential services. He added that notwithstanding the financial pressures on the budget Wiltshire Council was committed to continuing the work on the highways to clear gulleys and drains – a policy to alleviate and/or avoid flooding issues.

In reply to a question from Cllr. Scott in relation to the failure of Wiltshire Council Highways Team to provide a written response to the Parish Council relating to issues raised by the Parish Council at the recent maligned attendance and presentation by the Highways Team at a recent Area Board meeting, Cllr. Seed stated that he would make the necessary enquiries of Wiltshire Council.

5. War Memorial.

a. The Parish Council **resolved** that the two names (William Hancock and Frank Farmer) are to be added to the War Memorial.

b. The Parish Council **resolved** to approve the process and cost (£645.12) for the names to be added.

The Chairman, on behalf of the Parish Council, thanked Mr Turpin for his work in authenticating the proposed additions and for now seeking approval for the additions to be made from Salisbury Diocese.

6. Community and Communication.

a. The Chairman reported that there had been no further information relating to the Post Office since the last Parish Council meeting, although he commented that the Post Office is currently open on Mondays from 11am to 12 Noon but remained at risk of permanent closure.

b. There were no other issues raised.

7. Recreation and Wellbeing.

a. The Chairman confirmed that all necessary legal matters had now been settled in relation to the transfer of the allotment site to the Parish Council and a vesting date of 1 February 2024 had been agreed.

Cllr Wade confirmed that he had previously spoken to the proposed allotment holders but would need to confirm that they are still resident in the parish to qualify for an allotment. He will be progressing the with Tenancy Agreements in the coming week.

The Chairman commented that it would be appropriate to have a modest 'Opening Ceremony' for the allotment site to signify its formal transfer and thanked Cllr. Wade for his work in the transfer and setting up of the allotments.

b. The Chairman confirmed that it had been agreed with Wiltshire Council that the formal transfer of the Wessex Close Play Area to the Parish Council would take place on 1 April 2024 and it is at that point that the payment of £1000 will be received by the Parish Council from Wiltshire Council. He commented that it would be helpful to have a final meeting with Wiltshire Council (Craig Campbell) to agree any final matters, for example remaining tree husbandry, provision and location of Litter Bins, current status of the remaining play equipment.

Cllrs. Smith, Scott and Hailey confirmed that they had each successfully undertaken the on-line training relating to the necessary regular safety inspection regime and the Chairman commented that it would be helpful if they could accompany the Wiltshire Council appointed inspector who regularly undertakes the weekly inspection to ensure that the full extent of the inspections is known and recorded. He added that it was now necessary to develop a weekly safety inspection rota.

The Chairman stated that it was necessary to increase the membership of the group entitled 'Friends of Wessex Close Play Area' which will be responsible for the upkeep of the area and for participating in the regular safety inspections.

c. There were no other matters raised.

8. Environment and Streetscene.

Rights of Way.

a. Cllr. Scott and the Clerk each stated that, despite specific requests, the Police Report on the serious accident that occurred on the 'Cycleway' (SEMI9A/10 and HILP22/10) in August had not been received by the Parish Council. The Clerk added that he had written to the Chief Constable and copied that letter to the Police and Crime Commissioner and the MP but no report or reply to his letter had been forthcoming. The Chairman asked the Clerk to write again and to invite the MP to take action to secure a copy of that report. Councillors reported that vehicular traffic continues to drive without due care and consideration along that 'Cycleway', including, recently, Range Rovers, cars and an articulated lorry also attempted to use it (the lorry became very stuck). A recent potentially violent incident was

also reported involving a dog walker and black range rover and when reported to Wiltshire Police, the police felt they had, as yet, insufficient evidence to take any action arguing that this 'Cycleway'. Councillors commented that walkers, horse riders and cyclists are now not using this track because of the fear of vehicles driving without care and attention and potentially violent confrontations. The Chairman confirmed that Wiltshire Council is investigating whether the 'Cycleway' could be reclassified as a 'Restricted Byway'.

The Chairman added that he had written an article relating to this matter for the forthcoming Village Newsletter, inviting parishioners to make their own representations to Wiltshire Council.

b. In the absence of Cllr. Carberry, no report was given.

c. Cllr. Hailey reported a stile that needed attention at the junction of Paths GHIN3/20 and SEMI39. She also reported a loose road surface – exacerbated by the recent adverse weather – at the junction of Paths SEM7/10 and SEM8/10. It was agreed to alert the Rights of Way Working Group

Other Matters.

d. The Chairman confirmed that further work to clear vegetation from the area of the Pill Box has been scheduled for 20 January. He added that volunteers to assist in this work should meet at 10am at the Ragged Smock green.

9. Transport and Traffic.

There were no matters reported.

10. Planning and Development.

a. The Council examined the following planning applications and following the reconvening of the formal Parish Council meeting **resolved** to take the following actions/send comments to Wiltshire Council as shown (in italics):

PL/2023/10561 Approval of reserved matters	Land North of St George's Road, Semington, Trowbridge, Wiltshire, BA14 6JN	Approval of reserved matters (access, appearance, layout, scale and landscaping) following outline consent 19/02147/OUT for the residential development comprising 26no. units with associated car parking, access, internal roads, public open space (including retention of the existing WWII Pill Box), landscaping,	New
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The Chairman thanked Black Box Planning and GreenSquareAccord for their presentation and commented that the Parish Council appreciated and valued their engagement with the Parish Council. He added that changes to the development proposals since their last attendance and presentation at a Parish Council meeting were, in general, welcome but the Parish Council and parishioners still had objections to some of the proposals. Cllr. Scott agreed to articulate and to document these objections and to pass these to the Clerk for him to forward to Wiltshire Council as the formal Parish Council response to the consultation.

PL/2023/08970	Wharf Cottage 553 Canal Bridge Semington BA14 6JT	Removal of modern porch structure, new door joinery, removal of asbestos roofing on curtilage listed structures, new fencing and associated external works	New
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The Council has no objections to this proposed development.

PL/2023/09344 Listed Building Consent	Wharf Cottage 553 Canal Bridge Semington BA14 6JT	Removal of modern porch structure, new door joinery, removal of asbestos roofing on curtilage listed structures	New
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The Council recommends that this application is referred to the Conservation Officer for comment. has no objections to this proposed development.

b. Councillors noted that there had very recently been advertised changes to the National Policy Planning Framework and that these changes, with the revised Wiltshire Housing Supply Targets, could have the effect of deterring further housing developments in Semington – especially in relation to Planning Appeal APP/Y3940/W/23/3329064, Land South of Pound Lane

Cllr. Scott offered to detail these observations and to pass these to the Clerk for him to forward to the Appeal Inspectorate, which was agreed.

11. Finance.

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

Lloyds A/C 2149025

Bank Statement 30 November 2023	£	26,789.49
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Total:	£	26,789.49
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Credits (1 December 2023 to 31 December 2023):

None	£	-
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Total:	£	-
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Debits (1 December 2023 to 31 December 2023):

Place Studios	1170	£	2,475.00
Clerk's Salary (December)	1176	£	483.83
Clerk's Expenses (November)	1178	£	24.60
HMRC PAYE Month 9	1177	£	322.40
Village Hall Hire (NP)	1180	£	66.00
C Wade (Christmas Tree Sundries)	1181	£	67.00

Total:	£	3,438.83
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Balance at 31 December 2023 (A/C 2149025):

£	23,350.66
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Credits (1 January 2024 to 17 January 2024):

None	£	-
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Total:	£	-
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1492

Debits (1 January 2024 to 17 January 2024):

SLCC Membership	1179	£	144.00
Christmas Tree	1182	£	205.00
	Total:	£	349.00

Balance at 17 January 2024 (A/C 2149025):£ **23,001.66****Lloyds A/C 7754288**

Bank Statement 30-Nov-23		£	58,025.36
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Credits

11-Dec-24	Interest	£	66.13
21-Dec-24	HMCTS	£	1.28
	Total:	£	67.41

Debits

None		£	-
		£	-

Balance at 17 January 2024 (A/C 7754288):£ **58,092.77****Total Balance in Hand at 17 January 2024:**£ **81,094.43****Payments to be authorised (17 January 2024)**

Clerk's Salary (January) Net		£	338.39
HMRC PAYE Month 10		£	225.20
Clerk's Expenses (December)		£	14.55
Clerk's Office Allowance 2024		£	250.00
HP353 Magenta Cartridge		£	23.45
CPRE Annual Subscription		£	36.00
		£	887.59

The Council **resolved** to transfer additional funds from A/C 2149025 to A/C 7754288 such that no less than £15,000 is to be left in A/C2149025.

- b. The Council noted the Bank Reconciliation dated 31 December 2023 (attached to this minutes) and thanked the Clerk for his continued vigilance and conscientiousness in maintaining accurate accounts.
- c. Cllr. Hailey, on behalf of the Community Development Fund Working Group (CDFWG) stated that no other qualifying applications for funding had been received.
- d. The Council **resolved** to make the payments shown under 'Payments to be authorised' above at Agenda item 11a.
- e. There were no additional payments to be made.

12. Neighbourhood Plan.

a. The Chairman confirmed that AECOM had delivered the Sustainability and Environmental Assessment Report and that the proposed development site was agreed. The Council **resolved** to agree and to adopt the Draft Neighbourhood Plan. The Council further **resolved** that it would now go out for public consultation from 1 February 2024 to 15 March 2024 under Regulation 14. The Chairman gave details of the intended public advertising of this consultation and added that there was to be a Public Consultation meeting at the Village Hall on 24 February.

The Chairman, on behalf of the Parish Council, thanked all those involved in the preparation of this Draft Plan.

13. Date of the next meeting.

The Council noted that the next Ordinary Parish Council meeting would be held on Wednesday 7 February 2024 commencing at 7.30pm.

The meeting ended at 10.00pm.

Bank reconciliation

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

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

Financial year ending 31 December 2023

Prepared by **ROGER COLEMAN** – Clerk/Responsible Finance Officer

Date 1 January 2024

Balance per bank statements as at 31 December 2023:	£	
Lloyds Bank A/C 2149025	23350.66	
Lloyds Bank A/C 7754288	58092.77	
Stroud & Swindon A/C S6535672	(0.19)	
	<u>81443.43</u>	81443.43
Petty cash float (if applicable)	0	
Less: any un-presented cheques at 31 December 2023		
		144.00
Cheque No.1179		205.00
Cheque No.1182		<u>349.00</u>
		<u>81094.24</u>
	0	0
Add: any un-banked cash at 31 December 2023		
		<u>81094.24</u>
Net balances as at 31 December 2023		

The net balances reconcile to the Cash Book (receipts and payments account) for the year to 31 December 2023, as follows:

CASH BOOK:

Opening Balance 1 April 2023 (AR Prior year Box 8)	84000.43
Add: Receipts in the year (to 31/12/23)	20328.70
Less: Payments in the year (to 31/12/23)	23234.89
Closing balance per cash book [receipts and payments book] as at 31 December 2023 (must equal net balances above)	<u>81094.24</u>