

## MINUTES OF THE MEETING OF Seend Parish Council

**Meeting Type:** Council, Tuesday 28<sup>th</sup> April 2026

**Time:** 18.30 – 21.00

**Venue:** Irene Usher Hall, Seend, Melksham

(Meeting convened in accordance with **Schedule 12, Local Government Act 1972**)

### 1. CHAIRMAN'S ANNOUNCEMENT AND OPENING OF MEETING

The Chairman declared the meeting open at **18.30**, having confirmed that the meeting had been **properly convened** in accordance with **Schedule 12, paragraph 10 of the Local Government Act 1972**.

### 2. PRESENT

Councillors Present:

- Cllr Savage (Chair)
- Cllr Bridget Johnstone (Vice Chair)
- Cllr Paul Manning
- Cllr Pamela Akerman
- Cllr Jamie Halliday
- Cllr Phil Springate

In Attendance:

- Proper Officer / Clerk – Hayley Bell
- Cllr Tamara Reay
- 6 Residents

### 3. APOLOGIES FOR ABSENCE

Apologies were received from:

- Cllr Helen Robinson Gordon, Cllr Lack, Cllr Drewett, Cllr A Drewett.
- Apologise accepted, **Proposed** Cllr Halliday **Seconded** Cllr Savage

Council considered the apologies in accordance with **Section 85 of the Local Government Act 1972**.

### 4. DECLARATIONS OF INTEREST

In accordance with:

- **Sections 28–34, Localism Act 2011**, and
- **The Council's Code of Conduct**,

Councillors were invited to declare **Disclosable Pecuniary Interests (DPIs)** and **other interests**.

- No declared an interest.

## 5. DISPENSATIONS

No dispensations were requested under **Section 33, Localism Act 2011**.

## 6. APPROVAL OF MINUTES

### RESOLVED:

That the minutes of the meeting held on **31<sup>st</sup> March 2026** be approved as a **true and accurate record**, in accordance with **Schedule 12, paragraph 41, Local Government Act 1972**.

**Proposed** Cllr Halliday **Seconded** Cllr Akerman

## 7. Co option

Members considered the application for co-option to fill the vacant seat on the Parish Council. Following discussion, it was resolved to co-opt Paul Taylor as a Parish Councillor. Paul Taylor signed the Declaration of Acceptance of Office and joined the meeting.

Councillors welcomed Paul Taylor.

## 8. Action Tracker Updates

### Minutes & Agendas

Displayed on all parish noticeboards, submitted to *Spotlight*, and published on the website  
– **Actioned**

### Defibrillator Checks

Simple check form completed; gloves and disposable masks ordered – **In progress**

### New Email Addresses

Went live on 1st April; publicised via *Spotlight*, out-of-office replies, website, and social media  
– **Completed**

### New Website

Development ongoing; meeting scheduled for April – **In progress**

### Blocked Gullies (A361)

Reported via MyWilts app – **Reported**

### Highways Issues (Inmarsh / Spout Lane / Sells Green)

Issues identified and under review – **Ongoing**

### Dorset & Wiltshire Fire and Rescue Service (Closures)

Online survey completed, and letter sent to MP – **Actioned**

### PEAS

No update at present – **Emailed registering for 2026** .

### Love Walk Gate (Inmarsh)

Matter under consideration – **Ongoing**

**Bollands Hill (Sewage Tank & Construction)**

Site visit requested – **Pending**

**Seend Fund**

Invitation to present at Annual Parish Meeting to be issued – **Planned**

**SEEN 66 Footpath / Bradley Lane**

Wiltshire Council continuing scalping's works – **Ongoing**

**Sewer System at Hook Hollow**

To contact Wiltshire Council and Wessex Water – **Pending**

**Bus Stop Light (High Street)**

To be reported to Wiltshire Council officers – **Pending**

**Electrical Junction Box (Pinch Point)**

Reported to SSE; confirmed Wiltshire Council responsibility – **Reported on My Wilts**

**Socket for SID (Sells Green)**

Under consideration – **Ongoing**

**White Gates Survey (LHFIG)**

Included with LHFIG – **In progress**

**Pathway (Wesley Cottage)**

LHFIG site visit arranged – **In progress**

**Seend Cleeve Sign**

No update at present – **Ongoing**

**Logo**

Under development – **In progress**

**9. Wiltshire Councillor Tamara Raey**

- Cllr Raey informed members of the consultation on the Wiltshire Local Transport Plan 4 Freight Strategy. Following discussion, the Parish Council agreed to submit a formal response on behalf of the Council. It was resolved that the Clerk, in consultation with the Chair, finalise and submit the response prior to the consultation closing date of 5 May. <https://www.wiltshire.gov.uk/article/2676/Wiltshire-Local-Transport-Plan>
- Cllr Ray informed members that Wiltshire Council is proposing to adopt a new Speed Limit Policy aimed at improving road safety and providing a clearer and more consistent approach to setting speed limits across the county. Members noted that the policy places greater emphasis on 20mph restrictions, particularly in residential areas, town centres and locations with high pedestrian activity, and would make it easier for town and parish councils to apply for 20mph limits where appropriate. It was further noted that while the Council would fund the assessment and Traffic Regulation Order process, local councils would be responsible for funding any associated signage and road markings. The Parish Council discussed the proposals and noted the emphasis on evidence-led decision making, enforcement, and other traffic management measures

where speed limit changes alone may not be suitable. Proposals are that Wiltshire Council will pay for the metro count and Parish Council pays for interventions.

- Food Waste, Wiltshire Council has been given an extension from DEFRA until Summer 2027. It might feel a way off, but we're already getting everything lined up behind the scenes and we know how eager you are to get going! They are asking residents to share their experiences and preferences about current and future waste and recycling services. Your feedback will help shape how the new services look and how we communicate them. <https://orlo.uk/f61LG> Open until Friday 17 April  
<https://www.wiltshire.gov.uk/news/wiltshire-council-invites-residents-to-share-views-on-future-waste-and-recycling-services>

- **Parking Charges.**

Wiltshire Council will open a statutory consultation next month on proposed changes to parking charges across the county. The consultation, which begins on Thursday 9 April and closes on Wednesday 5 May, forms part of a comprehensive review of parking tariffs to ensure they remain aligned with the council's Local Transport Plan 4 (LTP4), its Parking Sub-Strategy and the Medium-Term Financial Strategy (MTFS).

The outcome of the parking tariff review is subject to change depending on the consultation responses. Tariffs may increase, decrease, remain unchanged, or be withdrawn entirely. However, any final decision will need to fully cover identified costs to ensure there is no impact on the council's MTFS.

Parking charges in Wiltshire have not changed since 2022, despite significant inflationary pressures during that time, including more than a 20% rise in the Consumer Prices Index (CPI) and increasing operational costs.

The proposed changes include:

- An average 20% rise in parking charges in 2026, followed by a further 5% rise in 2028.
- Extending parking charges operating hours to 7am-7pm.
- Aligning Sunday charges with weekday tariffs.
- Reintroducing on-street Sunday charging in Salisbury.
- Adjusting season ticket and permit fees in line with any tariff changes.

The proposals are based on detailed assessments of individual car parks to ensure a fair approach that recognises the different economic conditions in each town and city. The consultation will be part of the statutory Traffic Regulation Orders (TROs) process. People will be able to write to the council via email or letter to share their views - more details will be available at the start of the consultation.

<https://www.wiltshire.gov.uk/news/consultation-on-proposed-changes-to-parking-charges-to-begin-next-month>

Members noted that Wiltshire Council is seeking suggestions for future highways improvement requests, with submissions required by 29 April. Councillors discussed

potential locations for consideration and suggested Bollards Hill, Inn Marsh and Spout Lane for future highways works and improvements.

## **10. PUBLIC PARTICIPATION**

**In accordance with:**

- **Section 1, Public Bodies (Admission to Meetings) Act 1960, and**
- **Openness of Local Government Bodies Regulations 2014,**

**No questions asked.**

## **11. Rusty Lane Adoption**

The Council discussed the potential adoption of Rusty Lane. Members emphasised the need to be clear about the Council's responsibilities and liabilities before any decision is made.

It was **resolved** that the Clerk would continue to gather all relevant information regarding the lane, including legal, maintenance, and financial implications. Cllr Halliday has opened community with Seend Community Centre to explore options.

Cllr Johnstone asked Cllr Raey, If a lane remains unregistered, its ownership and maintenance responsibilities may remain unclear, which can lead to difficulties in carrying out repairs, enforcing rights of access, or resolving disputes. In some cases, the lane may not be eligible for adoption or maintenance by the local authority, leaving responsibility with adjoining landowners or unknown parties until ownership is formally established.

Cllr Raey responded If the lane is kept unregistered, responsibility for its ownership and maintenance may remain uncertain, which could create difficulties in the future regarding repairs, access rights, and liability. It may also prevent the lane from being formally adopted or maintained by the local authority until the ownership position is clarified.

## **12. LHFIG - updates from Cllr Halliday.**

Cllr Halliday confirmed that there had been no updates since the last Parish Council meeting.

Cllr Halliday requested the council to consider 400.00 contribution to the metro count assessment. Cllr Savage proposed and Cllr Johnston Seconded.

### **Speed Watch**

Speed Watch reports have been **submitted to the Clerk** and are now **available on the Parish Council website**.

The Council noted that **volunteers are still required** to support ongoing Speed Watch activities.

## **Area Board Meeting – Minutes Summary Cllr Halliday**

### **1. Large Local Speed and Accident Reduction Works**

- **Black Dog Crossroads:** Permanent traffic signals have now been installed and are operational. The system is adaptive and able to respond to traffic flow patterns.
- **Caen Hill:** Proposals are due to be published in the coming weeks, alongside the results of a consultation regarding speed reduction measures on the hill.

### **13. Reports from Parish Councillors**

#### **Update from Cllr Savage**

#### **LHFIG – Seend Cleeve Sign**

Members noted that the estimated cost for the Seend Cleeve sign scheme is £2,500, including a white gate feature. Cllr Savage agreed to confirm whether the quoted cost includes two white gates and to establish whether increasing the Parish Council contribution from 25% to 40% would allow the scheme to proceed immediately, or whether the matter would need to be referred to the next LHFIG meeting with further justification.

#### **Seymour Lodge**

Members noted that details relating to Seymour Lodge still require confirmation and this will be checked. It was also reported that a lilac bush is overhanging the footpath on the High Street. The Clerk was asked to send a note regarding the matter.

#### **Elcot**

Members reported that a bush canopy is overhanging the footpath on the High Street at Elcot. The Clerk was asked to send a note regarding the issue.

#### **SEEN6 – Bradley Lane Bridleway**

A resident requested whether the Working Footpath Group could undertake strimming works, as vegetation growth has narrowed the bridleway and affected access.

#### **SEEN27 – Footpath**

A resident again requested that the footpath be strimmed, as nettles are preventing use of the route.

#### **Best Kept Village Competition**

Members discussed arrangements for a village clean-up day in connection with the Best Kept Village competition. The date is to be confirmed.

#### **Allotments**

Members noted that all allotment fees have been paid with the exception of one outstanding payment, which is to be chased.

#### **LCN Membership**

It was confirmed that the Parish Council is no longer paying for LCN services as all new email accounts have now been established.

### **Annual Parish Meeting**

Members discussed arrangements for the Annual Parish Meeting held at Seend Community Centre, Invitations are to be sent to all village clubs and organisations, and the website will be checked for details of clubs that have attended previously.

Cllr Johnstone discussed Seends hosing requirements and the confusion over the numbers required. Clerk to email Leader of Wiltshire Council Ian Thorne.

### **14. Neighbourhood Plan - Statement by Cllr Johnstone**

The Council approved the appointment of Carola Thorpe to lead the Steering Group. Proposed Cllr Savage, Seconded by Cllr Johnstone.

### **15. Planning Applications**

No Planning applications for consideration.

### **16 Parish Councils Policies**

The following Polices were approved **Proposed by Cllr Savage and Cllr Halliday.**

Standing Orders

Finincial Regulations

Code of Conduct

Privacy Notice

Information Policy

Data Proetction policy

Publication Sceheme

The Council agreed that maintaining the current suite of policies provides consistency and supports effective governance, particularly considering ongoing uncertainty in the wider planning context.

### **17. Financial Matters**

As listed on the agenda, the Council **resolved to approve the payments.**

The payments were authorised by Cllr Akerman and Cllr Springate.

Clerk has registered Cllr Halliday and Cllr Drewett as signatories for Lloyds Bank. Once they have completed resgisertaion a yearly signatory will be in place. Invoices will be brought to the parish council meeting for approval and payments two day later.

**RESOLVED:**

The payments listed are approved under **Section 150, Local Government Act 1972.**

**18. NO CONFIDENTIAL ITEMS**

**19. DATE OF NEXT MEETING**

The next meeting will be held on **26<sup>th</sup> May 2026** at **18.30**, Irene Usher Hall

**20. CLOSURE**

There being no further business, the Chairman closed the meeting at **21.00**

**SIGNATURE**

Signed as a true record of the meeting:

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_