

SEEND PARISH COUNCIL

Minutes

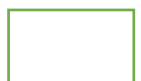
Minutes of the meeting held on Tuesday 4th November 2025, 18.30pm.
This meeting was held in the Irene Usher Hall, Rusty Lane, Seend, Melksham

- Present: Cllr Debbie Savage (Chair), Cllr Bridget Johnstone (Vice Chair), Cllr Paul Manning, Cllr John Williams, Cllr Pamela Akerman, Cllr Jamie Halliday. Cllr Helen Robinson- Gordon, Cllr William Lack, Cllr Phil Springate
- Apologies: None
- Officers: Hayley Bell, Parish Clerk
- Also Present: 12 Residents, PSCO 70902, Cllr Tamara Raey and Placement Student.

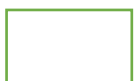
Agenda Item	Detail	Action
Apologies for Absence	None	None
Declaration of Lobbying (i) Declaration of changes to the Register of Interests (ii) Declaration of interest in items on the Agenda (iii) Requests for Dispensation	(i) - There were no changes to declarations to the Register of Interests (ii) - There were no declarations of interest (iii) - There were no requests for dispensation.	None
Local Councillors' Matters	<p>Cllr Raey confirmed that a Community Boundary Review will be undertaken in the first phase. As part of this process, the Terms of Reference will also be reviewed, including an assessment of councillor representation across each area. Members agreed this would be an appropriate opportunity to consider any changes needed.</p> <p>Highways – Seend Head A resident had raised concerns regarding potholes at Seend Head, caused by water ingress. The Clerk reported that the potholes are scheduled to be filled in due course.</p> <p>Planning – Gompall’s Application It was noted that the Gompalls planning application has been</p>	None.



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	<p>resubmitted, and the Parish Council may wish to review and consider its representation.</p> <p>Planning – Solar Farm at Pulshoot Members were informed that the solar farm at Pulshoot has been approved by the Planning Committee. One condition of approval is that the draft management plan will be consulted on with parish councils.</p> <p>Cllr William Lack commented that it was “outrageous” that the Wiltshire Council Landscape Officer did not attend the site visit. Cllr Raey confirmed she would raise this concern at Cabinet.</p> <p>Bell Hill – Bollards Residents raised concerns regarding the bollards at Bell Hill. The Clerk confirmed a request had already been submitted to Wiltshire Council, including a request for reflective bands. Cllr Savage suggested placing a substantial flower basket in the area. A resident enquired whether two baskets could be installed.</p> <p>Freight Review A Wiltshire Council Freight Review is expected to be completed by the end of the year. Cllr Raey has requested to be involved in these meetings.</p> <p>LHFIG Requests Cllr Raey reported that she had been in discussion with the Chair regarding LHFIG (Local Highways and Footpaths Improvement Group) requests.</p>	<p>Clerk to email Wiltshire Council highways and raised our concerns request to Ambulance Service.</p> <p>Clerk to email Worton Parish Council regarding there traffic calming system.</p>
Minutes of the Previous Meeting	<p>The Minutes of the meeting held on Tuesday, 30th September 2025, were circulated to all Councillors.</p> <p>Proposed by Cllr Jamie Halliday and Seconded by Cllr Phillip Springate.</p> <p>The Clerk confirmed that minutes need to be a true reflection of the decisions being made. Local Government Act 1972, sch 12 page 14. The Clerk confirmed that more details will be added to the minutes.</p>	



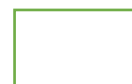
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	<p>Cllr Phillip Springate asked if having two members of the family would be a conflict. The Clerk confirmed that there would be no conflict of interest.</p> <p>Andrew Drewtt – <i>Proposed:</i> Cllr Helen Robinson - Gordon <i>Seconded:</i> Cllr Bridget Johnston</p> <p>Mavrick Drewitt – <i>Proposed:</i> Cllr Jamie Halliday <i>Seconded:</i> Cllr William Lack</p> <p>We welcome our new councilors who will sign their declaration of office at the next council meetings.</p> <p>A member of the public asked if Seend Parish Council would consider reducing its numbers to ensure an election can be called.</p> <p>A member of the public asked if public questions could be noted within the minutes.</p> <p>The clerk confirmed that this would need to be a decision the council will need to consider.</p> <p>A member of the public suggested that residents should go at 20mph through the high street out of choice.</p> <p>PCSO 70902, suggested that she would arrange to attend Seend to support speeding.</p> <p>Cllr raised concerns regarding speeding though the village is an issue and therefore do we need to address reducing the speed.</p> <p>Resident’s road gullies at the top of bell hill down to the stocks have been reported on my Wilts app. No action has been taken to date.</p> <p>Cllr Tamar Reay commented that under the conservative</p>	<p>Clerk to send Invites</p> <p>Clerk to email Sargent Rutter.</p> <p>Clerk email Wiltshire Council highways engineer and cc in Cllr Tamara Raey</p>
<p>2025 Items for Discussion from Councilors.</p>	<p>Confirmation that Parish Council meetings to be on the last Tuesday of each month. Irene Usher has been confirmed for all 2026 meetings.</p>	<p>Clerk emails WC.</p>



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	<p>Parking restrictions and signage for Seend Cleve to show you are entering community.</p> <p>Fly Tipping – Seend Cleve Cllr Springate raised concerns regarding ongoing fly tipping at Seend Cleve. The issue was noted for further monitoring and reporting.</p> <p>White Horse Association Cllr Springate, on behalf of the White Horse Association, responded to the Clerk’s earlier email regarding access to the site. Points raised included insurance responsibilities and the possibility of installing a gated walkway through the area. The Clerk will investigate potential grant opportunities to support any proposed improvements.</p> <p>Canal Boats Cllr Lack enquired about matters relating to the canal boats. The Clerk confirmed that an invitation has been sent to the Chair of the relevant organisation to attend a future Council meeting, to enable questions from residents to be addressed.</p> <p>Devizes Area Board Cllr Akerman reported that he had attended the Devizes Area Board meeting; there was nothing further to note.</p>	<p>Clerk to promote fly tipping on reporting app on Social Meida.</p> <p>Clerk to confirm a date CRT</p> <p>Clerk to post area board minutes on social media</p>
2025 Speedwatch	We are still looking for volunteers to help, please contact the chair if you are interested. chair@seendparishcouncil.co.uk .	Chair



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2025 LHFIG	<p>Next Meeting</p> <p>The next meeting will be held on Tuesday 4th December, with the time to be confirmed.</p> <p>LHFIG / Highways Applications</p> <p>The Clerk confirmed that numerous applications have been submitted for consideration, including:</p> <ul style="list-style-type: none"> • Sockets for mobile SIDs at The Stocks and Seend Cleeve. • White village welcome gates for Seend, The Stocks, Seend Cleeve, and Seend Green. • An application to widen the pavement by Wesley Cottage. • Traffic-calming measures (various locations). • Relocation of the national speed limit signs on the A361 adjacent to the Brewhouse. <p>Residents with any concerns or suggestions were reminded to contact the Clerk to request an application form for consideration.</p>	
2025 Neighbourhood Plan Meeting	<p>Minutes have been produced as true and accurate reflection of the meeting.</p> <p>Wiltshire Council Local Plan is being.</p> <p>Next meeting 27th November at 18.30, venue to be confirmed and we would welcome more residents to join us.</p> <p>The resident requested that we contact our consultants to be informed.</p> <p>The resident suggested that one of the most important things we can do is to push back on planning applications in regards to our Neighbourhood Plan. The resident suggested watching the BBC Panorama on planning https://www.bbc.co.uk/programmes/m002l5kh</p>	<p>Clerk to add information into the minutes</p> <p>Cllr Helen</p>



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	<p>Neighbourhood Plan</p> <p>The Clerk was asked to add a link to the Neighbourhood Plan (NHP) to relevant council communications and documentation.</p> <p>Cllr Bridget Johnston raised concerns that new houses built within the Seend area are not being included in the housing count for the Neighbourhood Plan. She noted the importance of ensuring the Housing Needs Survey accurately reflects current and recent development. The matter will be reviewed to confirm correct recording and reporting.</p> <p>Planning applications to note.</p> <p>PL / 2025 / 08501 Sites, 175,176, 177, 183, 197, 198</p> <p>PL / 2025/ 08492, Site 145</p> <p>Parish Steward Requests</p> <p>Cllr Lack and Cllr Jon agreed to submit the following requests to the Parish Steward:</p> <ul style="list-style-type: none"> • Seend Cleeve signage: The sign on Bollards Hill is currently obscured near the allotments. Vegetation is to be cut back to ensure the sign is fully visible. • Welcome to Seend sign: The verge around the sign outside the Brew House is to be cut. • Seend Cleeve entry sign: Visibility and condition of the sign to be checked and addressed as needed. • Bus stop at Seend Cleeve: The bus stop is to be cleaned. • Bus stop on the High Street: The lights inside the bus stop are to be checked and cleaned/maintained. 	<p>Clerk to write a letter to Wiltshire and MP to raise our concerns</p> <p>Clerk promotes planning portal page on social media.</p> <p>Clerk to email WC.</p> <p>Request WC to review the lights in Seend.</p>



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2025/081 Financial Matters Payments	<table border="1" data-bbox="432 282 1318 656"> <thead> <tr> <th data-bbox="432 282 724 376">Payee</th> <th data-bbox="724 282 987 376">Amount</th> <th data-bbox="987 282 1318 376">Reason</th> </tr> </thead> <tbody> <tr> <td data-bbox="432 376 724 421">Miss H Bell</td> <td data-bbox="724 376 987 421">£680.35</td> <td data-bbox="987 376 1318 421">Clerks Salary</td> </tr> <tr> <td data-bbox="432 421 724 499">Seend Community Centre</td> <td data-bbox="724 421 987 499">£81.00</td> <td data-bbox="987 421 1318 499">Meeting</td> </tr> <tr> <td data-bbox="432 499 724 544">Hugo Fox</td> <td data-bbox="724 499 987 544">£23.99</td> <td data-bbox="987 499 1318 544">Web Site</td> </tr> <tr> <td data-bbox="432 544 724 589">Irene Usher</td> <td data-bbox="724 544 987 589">£56.25</td> <td data-bbox="987 544 1318 589">Meetings</td> </tr> <tr> <td data-bbox="432 589 724 656">RBL</td> <td data-bbox="724 589 987 656">£70.00</td> <td data-bbox="987 589 1318 656">Lamp Post Poppy and Wreath.</td> </tr> </tbody> </table> <p data-bbox="432 734 732 768">Seend Parish Council</p> <p data-bbox="432 813 636 846">Website Costs</p> <p data-bbox="432 853 1197 925">The Clerk reported the costs for the new Parish Council website:</p> <ul data-bbox="480 969 1193 1120" style="list-style-type: none"> • Year 1: £599.00 • Year 1 : Planning Portal Link £100.00 • Year 1 : Training • Year 2 (hosting and ongoing costs): £299.00 TBC <p data-bbox="432 1162 1278 1234">Cllr Lack proposed that the Council proceed with the website costs, and Cllr Savage seconded.</p> <p data-bbox="432 1240 596 1274">RESOLVED:</p> <p data-bbox="432 1317 667 1350">Allotment Hedge</p> <p data-bbox="432 1357 1313 1429">The Clerk confirmed that the hedge near the allotments was cut and completed on Sunday 2nd November.</p> <p data-bbox="432 1471 1062 1505">Grant Application – Community Outdoor Gym</p> <p data-bbox="432 1512 1206 1583">The Clerk confirmed that a grant application for £10,000 towards a community outdoor gym has been submitted.</p> <p data-bbox="432 1626 644 1659">Meeting closed</p> <p data-bbox="432 1702 1107 1736">Next Meeting Tuesday 2nd December at 18.30pm.</p>	Payee	Amount	Reason	Miss H Bell	£680.35	Clerks Salary	Seend Community Centre	£81.00	Meeting	Hugo Fox	£23.99	Web Site	Irene Usher	£56.25	Meetings	RBL	£70.00	Lamp Post Poppy and Wreath.	
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 xxx (Chair)
 Date:

