

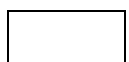
**SEEND PARISH COUNCIL**

Minutes of the meeting held on Tuesday 30<sup>th</sup> April 2024. This meeting was held in the Community Centre.

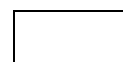
Present: Mr Terry James (Chairman), Mrs Pamela Akerman, Mrs Jackie Hamblin, Mr William Lack, Mr Paul Manning, Mrs Debbie Savage, Mr Phil Springate, Mr John Williams, Mr Martin Wiltshire

Also Present: Cllr Tamara Reay, 3 members of the public and The Clerk

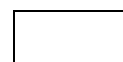
Agenda Item	Detail	Action
2024/065 Apologies for Absence	Mrs Bridget Johnstone and Mr Jamie Halliday	
2024/066 Declaration of Lobbying (i) Declaration of changes to the Register of Interests (ii) Declaration of interest in items on the Agenda (iii) Requests for Dispensation	(i)-There were no changes of declarations to the Register of Interests.  (ii) - There were no other declarations of interest in items on the agenda.  (iii) - There were no requests for dispensation.	
2024/067 Local Councillor's Matters	Cllr Reay provided the following updates on local matters:  No update this month.	
2024/068 Minutes of the Previous Meeting	The Minutes of the meeting held on 26 <sup>th</sup> March 2024 were circulated to all Councillors.  Acceptance of the Minutes of this meeting as an accurate record was proposed by Paul Manning and seconded by Pamela Akerman. Except for Mr Jamie Halliday, Mrs Jackie Hamblin, Mr William Lack, Mrs Debbie Savage, and Mr Martin Wiltshire who were not present at the March meeting, all remaining Councillors present voted in favour.  A shortened version of these minutes to be placed in Spotlight.	Clerk
2024/069 Matters Arising Not Already on the Agenda	None	
2024/070 Items for Discussion from Members of the Parish	None	
2024/071 Local Highways & Footpath Infrastructure Group (LHFIG)	<b>Local Highways &amp; Footpath Infrastructure Group (LHFIG)</b>  <b>Bollands Hill &amp; Bell Crossroads</b> During the evening 22 <sup>nd</sup> April, a large coach had a minor collision with a car north of the Canal Bridge, Bollands Hill. With minimal damage and no injuries recorded, Police were not called to the scene. The Clerk has written to Highways requesting they reconsider the Parish Council's request for advance width restriction signs to be placed at the A361/365 entrances to Bollands Hill.  Another accident at the Bell Crossroads on 17 <sup>th</sup> April involved 4 vehicles. The impact was so severe it resulted into two vehicles leaving the carriageway with one in the NW Corner of the junction in the Allotment Hedge, The other against	



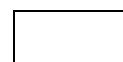
Agenda Item	Detail	Action
	<p>the barriers of the Bell Inn. A third vehicle ended up on the side of the A361 adjacent to entrance to the Bell Inn Car Park and a fourth vehicle remained on the carriageway.</p> <p>Despite the Chairman writing to Highways regarding the increased accident rate at this junction, no reply has been received. Cllr Reay agreed to follow this up with the Head of Highways and provide a response.</p> <p><b>Bradley Lane &amp; Rusty Lane</b> The Rights of Way (RoW) team advised they would be arranging a survey of dead trees at the bottom of Rusty Lane in the vicinity of the canal swing bridge and have requested a contractor to visit both locations. A quote has been received for the work but as yet not shared with the Parish Council. The Clerk to contact the local stables regarding the surface for Bradley Lane.</p> <p><b>Parking Spout Lane</b> This was raised at the LHFIG meeting 17<sup>th</sup> April. It was agreed the Highways Engineer would visit to see what can be undertaken to improve the situation.</p> <p><b>Parking Barge Bridge Seend Cleeve</b> This was raised at the LHFIG meeting 17<sup>th</sup> April. It was agreed the Highways Engineer would visit to see what can be undertaken to improve the situation.</p> <p>Cllr Reay attended a meeting with Michelle Donelan MP and representatives of the Canal &amp; River Trust (CRT) on April 12th. The Clerk forwarded additional information to the CRT as requested. CRT agreed to arrange a visit by one of their Revenue Collection Officers. Feedback from the meeting suggested that despite the Parish Council requesting Senior Management engagement from CRT this did not happen and the CRT representative appeared unbriefed and unauthorised to make decisions. (We have previously requested direct access to Mark Evans -Director Wales &amp; South West)</p> <p>The Clerk to re-request a meeting with the Regional Licence Support Officer and include Cllr Tamara Reay and Michelle Donelan MP in the request.</p> <p>The next LHFIG meeting is Tuesday 16<sup>th</sup> July. The Chairman &amp; Clerk to attend.</p>	<p>Cllr Reay</p> <p>Clerk</p> <p>Clerk</p> <p>Chairman/ Clerk</p>
2024/072 Speedwatch	<p><b>Speed Watch</b> The Clerk has requested a project be allocated to LHFIG to install supporting street furniture.</p> <p>Debbie Savage agreed to provide pictures to help LHFIG confirm the exact location of the requested socket locations.</p> <p>The team continues to carry out regular speed checks and would like more volunteers. If you could spare a few hours please contact either Debbie Savage (<a href="mailto:debbie.savage@seendparishcouncil.co.uk">debbie.savage@seendparishcouncil.co.uk</a>) or John Williams (<a href="mailto:john.williams@seendparishcouncil.co.uk">john.williams@seendparishcouncil.co.uk</a>)</p>	Debbie Savage/ John Williams
2024/073 Neighbourhood Plan / Wiltshire Local Plan	<p><b>Neighbourhood Plan</b> At some point within the next two years, the Parish Council may need to employ consultants to review the plan to ensure that it is updated in line with current legislation. Neighbourhood Plan reserves currently amount to £5,542.</p>	Phil Springate



Agenda Item	Detail	Action
	<p><u>Resolution:</u> William Lack proposed the Neighbourhood Plan reserves are transferred to the Bath Building Society where future interest payments will be credited to this reserve. This was seconded by Debbie Savage. All Councillors present, voted in favour.</p> <p>The Clerk to consider if a more suitable higher interest account provides by BBS could be used.</p>	<p>Clerk</p> <p>Clerk</p>
<p>2024/074 Planning Matters</p>	<p><b>Planning Matters</b> PL/2024/01340 - Ivy Cottage, High Street - Replace existing extension, extend roof dormer to match existing LHS dormer.</p> <p><u>Resolution:</u> Phil Springate proposed this application has no objection. This was seconded by Paul Manning. All remaining Councillors present voted in favour. The Council noted work associated with this application had commenced.</p> <p>PL/2024/03195 - The Bell Inn - Variation of condition 2 (approved plans) on PL/2021/11213 to change the parking layout, as well as realign the boundary between Houses 2&amp;3 make some minor internal changes to Houses 1&amp;2.</p> <p><u>Resolution:</u> Terry James proposed this application has no objection with a Condition the Bin Store is more in keeping with the existing building and is roofed (i.e. 'Shed-like'). This was seconded by William Lack. All remaining Councillors present voted in favour.</p> <p>PL/2024/03274 - 56 Sells Green - Outline application for the erection of 2 No. single storey dwellings.</p> <p>The applicant's agent gave an overview of the proposed development and shared additional information regarding access arrangements to the new properties. It was noted a neighbour had raised an objection regarding encroachment on to their property. However, the objection did not provide supporting evidence.</p> <p><u>Resolution:</u> Terry James proposed this application be supported the with a Condition that Highways review the application. This was seconded by Jackie Hamblin. All remaining Councillors present voted in favour.</p> <p>PL/2024/03269 - Land to the rear of 7 The Stocks - Erection of 1 self-build dwelling. (Outline application relating to access)</p> <p>The applicants confirmed they had consulted with the Neighbourhood Plan explaining it complied with SP11 and their intension to build an eco-friendly, minimal impact house. The property would include the provision of renewable energy generation together with its own sewage works so will not place additional pressure on Wessex Water. They confirmed they had consulted with Neighbours and at present there have been no objections to the development.</p> <p><u>Resolution:</u> William Lack proposed this application be supported. This was seconded by Phil Springate. All remaining Councillors present voted in favour.</p> <p>Clerk to write to Highways requesting a review of the speed limit at The Stocks.</p> <p>Clerk to compile a list of new houses with planning approval / built since May 20.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>



Agenda Item	Detail	Action
2024/075 Sandridge Solar Benefit Payment	No update	
2024/076 Devizes Area Board	The next Area Board will take place on 3 <sup>rd</sup> June 2024	Pamela Akerman / John Williams
2024/077 Items of Correspondence	None	
2024/078 Parish Steward	<p>The Clerk to request the Parish Steward undertake the following work:</p> <ul style="list-style-type: none"> <li>• Clear accident debris from NW corner of the Bell Crossroads.</li> <li>• Clear weeds by Oak tree at A361 (High Street) entrance to School Lane</li> </ul> <p>It was noted a drain on Spout Lane needs clearing – The Clerk to raise a MyWilts. Request.</p> <p>The footpath on the north side of the A361 between The Stocks and Bell Crossroads is likely to become overgrown. Despite repeated requests the Parish Council has not received sufficient assurance from Highways that the overgrowth will be managed.</p> <p><u>Resolution:</u> William Lack proposed, seconded by Terry James that JDH Gardening be approached to cut back the overgrowth along this footpath between The Stocks and Bell Crossroads. All remaining Councillors present voted in favour.</p> <p>Martin Wiltshire to contact JDH Gardening and provide a quote to the Clerk.</p> <p>It was noted that a street lamp has been installed on the A361 verge outside of the property of Blossom Hill. The Clerk to contact Highways.</p>	<p>Clerk</p> <p>Clerk</p> <p>Martin Wiltshire</p> <p>Clerk</p>
2024/079 Best Kept Village	John Williams has submitted the entry forms to CPRE. Judging will take place between 6 <sup>th</sup> May – 7 <sup>th</sup> June 2024.	John Williams
2024/080 Council Domain & Email Review	<p><b>Council Domain &amp; Email Review</b></p> <p>Councillors considered the request by Cabinet Office for the Council to move to a .gov.uk domain and considered a list of possible HMRC approved domain names for the Parish Council to adopt.</p> <p><u>Resolution:</u> Terry James proposed, seconded by William Lack that the new domain should be <b>seendparishcouncil.gov.uk</b>. All Councillors present voted in favour.</p> <p>The Clerk to contact the Domain Registrar.</p>	Clerk
2024/081 Seend Tennis Club	<p><b>Seend Tennis Club</b></p> <p>The Tennis Club would like to install a gate access system frame costing ~ £2,400 (inc VAT) that was not included with the quote they accepted. They are asking sponsors including the Parish Council to consider increasing its current commitment of £3,000 to help cover the shortfall.</p> <p>Councillors decided they were unable to make a further contribution at this time.</p> <p>The Clerk to advise the Tennis Club of the Council's decision.</p>	Clerk



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2024/082 Defibrillators	<p><b>Defibrillator Reserve</b> The Earmarked Reserve annual contribution for the Defibrillators ongoing maintenance and eventual replacement was set at £850pa. However, with inflation this figure requires review.</p> <p>Terry James proposed, seconded by William Lack that to keep pace with inflation the contribution will need to rise to 6.8% this year (an increase of £58 to £908). All Councillors present voted in favour.</p> <p>The Clerk to update the reserves.</p>	Clerk																		
2024/083 Financial Matters	<p><b>a. Internal Auditors report</b> The Internal Auditors Report had been previously circulated to Councillors. Whilst the report made no recommendations it was noted the Community Infrastructure Levy (CIL) payments although recorded in the minutes had not been separately identified in the Councils reserves. The Clerk has corrected this and a revised copy of the reserves circulated to Councillors.</p> <p><b>b. Financial Regulations update</b> The Regulations have been updated to include the process the Parish Council will use to manage online banking payments and acknowledge the Clerk has been allocated a Direct Debit Card. Although they are up for re-adoption at the Annual Parish Council Meeting on May 7<sup>th</sup>, Councillors had been circulated a copy in advance so that any changes can be made prior to this meeting.</p> <p><b>c. Income</b> The Clerk advised that the April Precept Payment (£10,617.00), Lloyds Interest (£35.51) and last year's VAT refund (£229.39) had been received.</p> <p><b>d. Seend Tennis Club</b> <u>Resolution:</u> Jackie Hamblin proposed, seconded by Phil Springate that the previous agreed donation of £3,000.00 to the Tennis Club be approved. All remaining Councillors present voted in favour.</p> <p><b>e. Payments</b></p> <table border="1" data-bbox="480 1485 1270 1731"> <thead> <tr> <th>Payee</th> <th>Amount</th> <th>Reason</th> </tr> </thead> <tbody> <tr> <td>Mr C Stirland</td> <td>£762.45</td> <td>Clerks Salary</td> </tr> <tr> <td>Hugofox Limited (Direct Debit)</td> <td>£23.99</td> <td>PC Website Monthly Subscription</td> </tr> <tr> <td>Seend Tennis Club</td> <td>£3000.00</td> <td>Tennis Court Refurbishment</td> </tr> <tr> <td>JACS (UK) Limited</td> <td>40.00</td> <td>Allotment Safety Rail Replacement</td> </tr> <tr> <td>Auditing Solutions Ltd</td> <td>£384.00</td> <td>Internal Audit</td> </tr> </tbody> </table> <p><u>Resolution:</u> Pamela Akerman proposed acceptance of the payments that had been preauthorised online by Phil Springate and John Williams. This was seconded by Debbie Savage All Councillors present voted in favour. Next month's online payment pre-authorisations will be undertaken by Terry James &amp; Phil Springate.</p> <p><b>f. Bank Reconciliation</b> at end of April 2024, was <b>£45,023.47</b>.</p>	Payee	Amount	Reason	Mr C Stirland	£762.45	Clerks Salary	Hugofox Limited (Direct Debit)	£23.99	PC Website Monthly Subscription	Seend Tennis Club	£3000.00	Tennis Court Refurbishment	JACS (UK) Limited	40.00	Allotment Safety Rail Replacement	Auditing Solutions Ltd	£384.00	Internal Audit	All
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