

LEA & CLEVERTON PARISH COUNCIL

1014

Minutes of the Ordinary Meeting of Lea & Cleverton Parish Council held on Tuesday November 21st 2017 in Lea Village Hall, The Street, Lea. The meeting commenced at 19:30 hours.

Ordinary Parish Council Meetings are called in accordance with terms of LGA 1972 Sch.12, 1972 Para 10(2) b.

145/17: Present: Cllrs J M Cull; M J Crockett; T P Culling; A P Fuller; B E Gore, N T Maidment, D E Maidment and S N Suter.
Cllr T R Sturgis (19.30 – 20.20 hours)

Clerk/ RFO: Mr. J Parmiter. 5 Member of the Public.

146/17: Apologies. None.

147/17: Declarations of Interest: None declared.

148/17: Public Questions:

Playing Field: The matter of the condition of the Tennis Court was raised. The surface was slippery with moss and there was also the matter of weeds. The Chair advised that it had proved impossible to power wash the surface due to the absence of any water pressure above domestic levels. The Grass Cutting Contractor had dealt with the growth of the field grass to the minimum standard, which this last summer had been excessive due to weather conditions. Under the Contract the grass was schedule to be cut 16 times within the season from April 1st to October 31st. However additional cutting was specified if the growth warranted it, but this had not been carried out in spite repeated requests. The current contract expired at the end of October 2017.

Traffic speed: The matter of speeding traffic and the outcome of the recent Metro Count survey were raised from the floor. The Chair advised that the survey results available from September 24th indicated that the mean speed recorded during the 2 week survey period was 30 mph. There were some vehicles logged as travelling between 40 and 45mph with a few over 45 mph. These statistics are however not sufficient for a Community Speed Watch (CSW) operation within the village. Cllr T R Sturgis advised that the Police did not have the resources to enforce a 20 mph limit through the village in his view the best deterrent within the village was parked cars. He further mentioned that Community Speed Watch (CSW) does work in other villages. The meeting was also advised that the sight lines at Lea Top had improved with the removal of the field crop and that the hedge should be further reduced.

149/17: Minutes: The Minutes of the Ordinary Meeting of the Parish Council Meeting held on Tuesday September 19th 2017 having been circulated were signed as true and correct record. (Folio's 1000/1003.).

The Chairman signed the Minutes

150/17: Police Community Report: PCSO D Maule not in attendance. - No report received.

151/17: Wiltshire Council: Cllr T R Sturgis request details of attendance at WC and SLCC day in County Hall. He was advised that the Clerk had attended, found the material useful and was impressed by the organization. He reported on the ongoing situation in relation to Aquetong Farm and its equine activities. Cllr Sturgis also spoke about enforcement of planning conditions which had been breached. Although our Parish is within the Chippenham SMHA there are overlapping boundaries with the Swindon SMHA close to our villages

152/17: Action Points:

167/11: Parish Shed. - No action at this time.

51/12: a) FP 11: - Matter still proceeding.

Correspondence:

WC: Northern Area Planning meeting agenda October 4th 2017 & Supplementary Item. Minutes received

Grant Thornton LLP: Annual return completed with External Auditors comments.

Playdale: Scheme for additional items for Queen Elizabeth II Diamond Jubilee Playing Field

WC: Highways October Newsletter

WC: Parish Newsletters of various dates.

RBS: Annual fee review 2018

Riverside: October Newsletter

WC: Briefing Note 333 *Sent in error by Wilts Council to PC's*

Malmesbury League of Friends: Introduction of new Chair and Enquiry in relation to projects which they could support.

WC: Training and Networking Event November 17th County Hall.

War memorial newsletter

WC: Northern Area Planning meeting agenda November 1st 2017 Minutes received.

WC: Briefing Note 334 and 335

WC: Appeal Lodged 17/5024/FUL St Giles Close, Lea

MAB: Agenda Area Board meeting November 8th

WC: Information and legal requirements on Lights over Highways – Christmas, Carnivals etc

WC: Highways Newsletter 2017 November.

JPSC: Minutes of Meeting 11th November 2017?

152/17: Action Points: Correspondence. (Cont'd):

- VS: Wilshire Victim Support poster
- WC: Spatial Planning review
- WALC: Election guidance/procedures for NALC elections, CILCA Course for 2018, AGM Monday 4th December. St Giles PCC; Welcome event for new Residents November 10th in St Giles Church.
- Oil Club: Internet based ordering system for best prices negotiated www.oil-club.co.uk
- NALC: Legal Briefing L06-17 Sept 2017 GDPR – application to parish meetings
- NALC: Legal Briefing L0-17 Sept 2017 Payment of fees to the Information Commissioners Office
- RUH: Fund raising and talk regarding projects for RUH.

153/17: Financial Reports:

i) **FINANCE:** The RFO presented the Financial Movement and Cost Centre Reports which reflected the positions as at November 10th 2017. Following detailed explanations these were noted, accepted and approved by the Members.

ii) **PAYMENTS:**

The following items had been paid between meetings due to settlement requirements: Playsafety – Annual Inspection £117.00. (Cheque No 000837 £117.00). Willis Bros – Stile timbers £10.56. (Cheque No 000838 £10.56); C Daws Replacement cheque £20:00 plus £8.00 for materials Cleverton Finger post (Cheque No 000839 £28.00); CHT Defibrillator Pads £45.60 (Cheque No 000840 £45.60); Playdale Playgrounds – Tower slide spares £28.97 (Cheque No 000841 £28.97); J. Parmiter: Salary October 2017 £268.29. (Cheque No 000842 £268.29); Grant Thornton LLP – External Audit Fee £120.00 (Cheque No 000844 £120.00); Water2Business – Allotment water rate. £82.86. (Cheque No 000845 £82.86); Sainsbury (JMC) New Residents Open event £22.25. 00. (Cheque No 000846 £22.25).

Cheque 000843 £82.80 SLCC Regional Seminar which Clerk was unable to attend – cancellation not available – following discussion with Chair the place was passed to the Lydiard Millicent Parish Clerk. The Members approved this action.

Items presented for authorization by Members and payment: St Giles PCC – Room Hire £20.00. (Cheque No 000847 £20.00); J. Parmiter: November Salary plus Computer allowance £368.29 (Cheque No 000848 £368.29);

154/17: Finance Report: Balances of Accounts as at 11th November 2017:

PARISH COUNCIL CURRENT ACCOUNT:	Balances: £	3,064.09
PLAYING FIELD CURRENT ACCOUNT:	£	3,017.75
Parish Council: CORPORATE MARKETS (CM) DEPOSIT ACCOUNT:	£	22,353.42
Playing Field: CORPORATE MARKETS (CM) DEPOSIT ACCOUNT:	£	16,425.60

155/17: Bank mandate: This was being updated to include Cllr A P Fuller.

156/17: Planning matters:

a) **Minutes:** The Members approved as a true and correct record the Minutes of the Planning Committee Meeting held on Tuesday November 10th 2017 (Folios 1012/1013). The Chair of the Planning Committee signed the Minutes.

b) **Planning applications:** For Consideration:

i) **17/09762/FUL – The Quest, Cresswell Lane, Lea SN16 9PE**

Amendment to planning permission 16/09970/FUL by raising to roof forming accommodation over in roof space. (Storage) The Parish Council object to this amended Planning Application because the scale and mass of the proposed "garage", covering 70 sqm rising to a height of 6 metres, would be completely out of keeping with surrounding buildings and the local setting of Cresswell Lane. Such a large building would be similar in size to the existing house, and standing on land elevated above the level of the lane would dominate the local landscape. The proposed location of the stairway to a first floor level, would compromise the use of one of the proposed parking spaces, making this very large building essentially just a two car garage.

ii) **17/09865/FUL - Lovett Farm, Swindon Road, Little Somerford, Chippenham. SN15 5BP**

Use of building as self-contained residential annex associated with Lovett Farmhouse.

iii) **17/09869/FUL – Lovett Farm, Swindon Road, Little Somerford, Chippenham. SN15 5BP**

Use of building as Self-contained Holiday Let.

Combined Response: 17/09865/FUL and 17/09869/FUL: Lovett Farm, Swindon Rd, Little Somerford.

Use of building as a self-contained holiday let and a self-contained residential annex. The Parish Council supports this planning application noting that it

(a) Supports an existing rural business, contributes to a sustainable rural based business, and has taken the opportunity conversion to do this through conversion of an existing rural building; and

(b) By providing additional accommodation annexed to the main farm building for the next generation of the farming family; enables social stability and hence further certainty for a sustainable rural business at Lovett Farm

iv) **17/10048/FUL - Redcroft, Swindon Road, Lea, Malmesbury SN16 9ND** Revised application for the extension of existing dwelling, erection of garage with studio over with associated landscaping works. The Parish Council has no objection to this Planning Application.

156/17: Planning. (Cont'd):**c) Planning matters determined:**

17/08439/FUL – Haywoods, the Street, Lea, Malmesbury. SN16 9PA

Demolition of existing attached garage and erection of two storey side extension to house. *Consent Granted October 19th 2017* in accordance with paragraph 187 of the NPPF.

Condition: "The parish council supported the application subject to a condition relating to surface water run-off as the property is located in a low lying area of the village. The issue was discussed with drainage engineer who recommended that a condition should be attached for further details on this issue to be submitted."

157/17: Queen Elizabeth II Diamond Jubilee Playing Field:

- a) **Minutes:** The Minutes of a JPSC discussion had been tabled and were noted. It was agreed that a JPFJMC meeting to discuss further be held on November 28th 2017
- b) **Policy & Responsibilities:** A note prepared by the Clerk had been circulated to all Members plus the JPFJMC laying out the possible way forward for the future operation and management of the Playing Field site. Following discussion it was RESOLVED that the Chair and Clerk should rework some areas of the document.
- c) **RoSPA Annual report:** The Clerk had circulated two pages of the report drawing attention to the wooden supports for a) Wooden Climbing Frame and b) The Adventure Trail. The condition of the timbers was of concern and would need to be kept under regular review.
- d) **Inspection Reports:** Matters items arising from the weekly inspection reports were discussed. The fencing had been replaced and the gate was due for replacement shortly:
- e) **Grass Cutting and Hedge Trimming:** This had not been completed satisfactorily with contact being made with the Contractor who had so far not responded. The current contract expired on October 31st 2017.

158/17: Highway Matters:

- a) **CAT G:** progress with this matter was being maintained. The Chair took the meeting through the results of the Metro Count Survey which in the main indicated that generally vehicles were not using excessive speeds.
- b) **Crabmill Lane:** Following correspondence from the Clerk to the Highway Engineer it was confirmed that these works were scheduled for March/April 2018. Several residents of Crabmill Lane had voiced their comments about the delay with this work and *one* bypassed the Parish Clerk by going direct to the Wiltshire Council Portfolio holder and getting the same answer.
- c) **Parish Steward:** Was working to schedules submitted, maintaining regular contact with the Clerk and is working well within the parish.
- d) **Street Scene:**
 - i) **Lea Top/Playing Field Bin:** There had been no response to our request in respect of the changeover with the larger bin at Lea Top.
 - ii) **Cleverton Finger post:** The repainting of this finger post had been completed. The resident in question had been thanked for his work.
 - iii) **Garsdon Grit Bin:** This item had been acknowledged by Highways that this replacement was long overdue it having been damaged by a Unimog some four years ago when verge trimming.

159/17: Conservation Area: No progress**160/17: Rights of Way:**

Cllr Crockett had nothing to report.

161/17: Allotments:

- i) **Rental Review:** The Annual review of the rate per sq ft for the Lea Allotment plots was discussed. Members RESOLVED that the Annual Rental for the site for 2018 should remain the same as 2017.
- ii) **Garsdon Grass Keep:** Members RESOLVED that this should remain at the 2017 rate.
- iii) **State of Plots:** It was reported that Plots 3 and 4 had compost located at the ditch end of their plots. Clerk is to write and request removal. It was noted that one Tenant was perhaps not in position to deal with this.
- iv) **Plot 12A:** Tenancy had been offered to two possible tenants who had declined the offer. This would be offered elsewhere.
 - v) **Cleverton Allotment Access:** No action to report. Mr D Lewis would discuss with the Clerk when he, Mr Lewis returned from holiday. It was suggested that perhaps we should erect a personal gate only. A Field gate would require Planning Permission.

162/17: Dementia Friendly Communities:

Cllr Culling reported that not too many persons were yet getting involved but this is not unusual for the early stages of such work. Ongoing communications within the Parish will continue and Cllr Culling is confident of establishing a Working Party (a crucial step towards becoming a DFC) in the early months of 2018.

163/17: Lea & Garsdon CE Primary School:

A letter of intent to expand the school had been received and circulated to Members.

164/17: Information only items:

i) **Ground Maintenance Contract 2018/2019:** The Clerk advised Members that 7 Contractors had been invited to tender for the grass cutting and allied works for the years 2018/2019. Tenders were due for return by 18.00 hours on January 2nd 2018.

165/17: Meeting Dates for 2018: To approve the dates of Parish Council Meetings for 2018:

January 16th; March 20th; May 15th; Annual Parish Council meeting. July 17th; September 18th November 20th
Planning Committee Meetings as required. JPFJMC Committee Meetings. In April and October.

166/17: Annual Review:

The Chair requested that the Clerk withdraw from the meeting to enable Members to discuss and agree any changes to the terms and conditions of the Clerk's employment. The changes so approved would be conveyed to the Clerk by letter to form part of his Contract of Employment.

167/17: Date of next meeting: RESOLVED that the next meeting of Lea & Cleverton Parish Council will be an Ordinary Parish Council meeting and will be held on **Tuesday January 16th 2018 in** Lea Village Hall commencing at 7.30 hours.

In the absence of any further business the Chair thanked all for their attendance and closed the meeting at 21:35 hours.

Signed:.....

Date: