

LEA & CLEVERTON PARISH COUNCIL

1020

Minutes of the Ordinary Meeting of Lea & Cleverton Parish Council held on **Tuesday January 16th 2018** 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.

- 001/18: Present:** Cllrs J M Cull ;(**In the Chair**); M J Crockett; T P Culling; A P Fuller; B E Gore, N T Maidment, (7.50) D E Maidment (7:50) and S N Suter.
Cllr T R Sturgis (19.30 – 20.20 hours)
Clerk/ RFO: Mr. J Parmiter. 1 Member of the Public.
- 002/18: Apologies.** None.
- 003/18: Declarations of Interest:** None declared.
- 004/18: Public Questions:** The member of the Public was invited by the Chair to speak to the Planning Application 17/11660/FUL , All Saint's Church, Garsdon during the Planning section of the Meeting.
- 005/18: Minutes:** The Minutes of the Ordinary Meeting of the Parish Council Meeting held on Tuesday November 19th 2017 having been circulated were agreed and signed as true and correct record. (Folio's 1000/1003.).
The Chair signed the Minutes
- 006/18: Police Community Report:** PCSO D Maule has advised the Council that he has resigned from the Force to take up other opportunities. The members wished to record their thanks for the work carried out during his time in our area. The Manager for the Malmesbury area is PC Stuart Welch.
- 007/18: Wiltshire Council:** Cllr T R Sturgis addressed the Members on various topics. These included the increasing cost of Adult Social Care. HMG where removing the Transition Grant. Council Tax was being raised from 1.9 to 2.9. All Councils with the exception of Cambridgeshire were 2.9. Wiltshire Council has the lowest tax base with Wiltshire and being the second worst funded Council in the country. Next year is the final year of the Transition Grant. Wiltshire Council is keen to build smaller houses for older residents.
- 008/18: Action Points:**
167/11: Parish Shed. - No action at this time.
51/12: a) FP 11: - Matter still proceeding.
Correspondence:
Agenda Item - Correspondence:
WC: Northern Area Planning meeting agenda November 29th 2017, December 20th 2017
WC: Northern Area Planning meeting minutes November 1st 2017
WALC: November 2017 Newsletter. December 2017 Newsletter
WC: Reports etc from Council and Parish Meeting – County Hall November 17th.
WC: Financial Planning – Tax calculator.
WC: Briefing Notes 337 & 338 & 339
Wessex RFCC: Five year strategy 2017 -2021.
Bobby Van trust: Poster.
NALC: Update on Local Councils' Document and records retention
HMRC: VAT reclaims form 126 being replaced.
WC: Public Health Briefing.
MAB: Area Board Meeting January 12th Brinkworth Village Hall
E mail: Community energy funding.
WC: January Highways Newsletter
Riverside: December 2017 newsletter.
WALC: Nominations for Buckingham Palace Garden Party. June 5th 2018. Conditions apply.
EA: Flood Warden Newsletter.
RBS: "Customer Connection" Newsletter
WC: Highways various e mails (Agenda Item.)
WC: Parish Newsletters – various dates
- Parishioner's letters:**
Letter/e mail: Re Crabmill Lane repairs. Dealt with under Highways

008/18: AGENDA ITEMS:

- WC: 14/359/ENF – Enforcement Weavers Brook. Planning Breach now remedied. File Closed.
 WC: Note regarding No12 The Crescent, Lea
 WC: CATG up date.
 P&CC: Police precept 20018/2019. An increase of £1.00 over 2017/2018 to £14.19.
 WALC: Details of Transparency Act Funding for equipment.
 MTC: Letter to School Building and Places Team. Re Lea & Garsdon Primary CE School

009/18: Planning Applications: For consideration:**i) 17/12149/FUL Pine Cottage, Swindon Road, Little Somerford, Chippenham.**

Retrospective permission for the conversion of first floor of garage into ancillary accommodation. Members noted that this is a retrospective planning application for conversion into ancillary accommodation to the main house, of the first floor of a detached garage. We note that the proposed conversion is not confined to the first floor of the garage, but that conversion works have also been undertaken to the ground floor. We further note that there is no substantiation accompanying this application, to satisfactorily demonstrate that the intended occupancy and use of the converted outbuilding will be to the benefit of the main residence. Consequently we are not able to support his application. In the event that retrospective permission is granted, we would require that to be subject to a condition that the converted outbuilding will only be used for ancillary residential purposes in connection with the main dwelling, and not as a separate unit of accommodation.

ii) 17/11660/FUL All Saints Church Garsdon.

Construction on northern side of nave to include accessible toilet and chair store. The Parish Council of Lea and Cleverton consider this proposal to construct an extension on the north side of All Saints Church to provide toileting, drinks and storage facilities for the church community, to be socially highly desirable; and note that the proposal would provide a sensitively designed adaptation of one of the Parish's important historic buildings. We therefore fully support this planning application.

iii) 17/11629/TCA – Corner Cottage, The Street Lea. Fell i no Leylandii

No objections. Response by the Clerk by due date. *Granted 5th January 2018*

iv) 17/11857/PNCOU – Heath Farm, Garsdon, SN16 9PBNW

Notification for prior approval under Class Q – Conversion of agricultural building to 3 Dwelling Houses and associated building operations. **No objections based on current information.** Response by the Clerk by due date.

However Members at this meeting raised various matters which were conveyed to the LPA as follows: *We note that the planning application is for the change of use of an existing structural steel agricultural building currently used as a covered yard. We note that there is insufficient detail in this application about (i) the current structural integrity of the existing building; and therefore whether such change of use could be achieved through modification or would require more fundamental reconstruction; nor (ii) the intended end-use of the building; and therefore what beneficial contribution such change might confer upon the Parish. Whilst we have no-objection in principle to considering such changes, this lack of detail means we are unable to support this application.*

010/18: Planning Applications Determined:**a) 16/03786/VAR – Aquetong Farm, Cresswell Lane, Lea, SN16 5PE**

Variation of conditions 4 & 5 of planning permission 15/03925/FUL to allow the use of the arena by external horses coming to receive tuition from yard manager, and removal of condition 5 to allow the equestrian yard to be leased as a whole. *Consent Granted 18 December 2017. With Conditions. Full details attached.* There was considerable discussion on the methodology and the reasoning behind this decision. It was felt that in reaching this decision the valid comments from the Parish Council had not been fully recognised. In addition the members felt that all of the conditions imposed would be difficult to monitor as this leased business develops. Concern was also expressed about the construction of the "passing place", the potential introduction of lighting and the reference to a new dwelling. It was considered that this was another case of "local views" being disregarded for fear of an appeal.

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

Amendment to planning permission 16/09970/FUL by raising roof forming accommodation over in roof space. (Storage) *Consent Granted 1st December 2017*

c) 17/09865/FUL - Lovett Farm, Swindon Road, Little Somerford, Chippenham. SN15 5BP Use of building as self-contained residential annex associated with Lovett Farmhouse.

d) 17/09869/FUL – Lovett Farm, Swindon Road, Little Somerford, Chippenham. SN15 5BP Use of building as Self-contained Holiday Let. *Consent Granted for both 27th Nov. 2017*

e) 17/10788/FUL – Silverdale, Swindon Road, Cleverton SN15 5BZ

Extensions including addition of new first floor. *Consent Granted 18 December 2017.*

Note: All of the above: *In accordance with Paragraph 187 of the NPPF. Wiltshire Council has worked proactively to secure this development to improve the economic, social and environmental conditions of the Area*

011/18: Village/Neighbourhood Plan: Members discussed the need and method of preparation for a Village/Neighbourhood plan which was an essential reference document in supporting responses to Planning Applications within the Parish. This would need to be prepared in conjunction with the LPA and support from the LPA in order that it blends with the Wiltshire Core Strategy. Cllr Suter agreed to prepare a note for inclusion in the next issue of the PCC Newsletter seeking assistance from Parishioners in the preparation and development of this vital plan.

The Chair thanked Cllr T R Sturgis for his contribution to the meeting who withdrew at 20.35 hours.

012/18: Financial Reports:

i) **Finance:** The RFO presented the Budget Cost Centre Report which reflected the positions as at January 10th 2018. Following detailed explanations these were noted, accepted and approved by the Members.

ii) **Financial Movement Summary:** The Movement Report to date listed the account movements and the accounts paid between meetings and those currently outstanding. After examination and checking of these accounts the actions were approved by the Members.

iii) Payments:

The following items had been paid between meetings due to settlement requirements: St Giles PCC – Room Hire £20.00. (Cheque No 000847 £20.00). J. Parmiter: Salary & Computer Allowance November 2017 £368.29. (Cheque No 000848 £368.29); Viking – Printer Drum £65.62 (Cheque No 000849 £65.62); J Parmiter Salary December 2017 £368.29 (Cheque No 000850 £368.29). HMRC – PAYE October/December 2017 - £226.00 (Cheque No 000851 £226.00).

The following items on presentation were checked and approved for payment. RBS Software £139.20 (Cheque No 000852 £139.20), T H Webb Contracting Ltd - £618.00 (Cheque No 000853 £618.00); J Parmiter – Expenses to 31/12/2017 £213.80. (Cheque No 000854 - £213.80),

013/18: Finance Report: Balances of Accounts as at 16th January 2018:

PARISH COUNCIL CURRENT ACCOUNT:	Balances: £	2,322.09
PLAYING FIELD CURRENT ACCOUNT:	£	3,017.75
Parish Council: CORPORATE MARKETS (CM) DEPOSIT ACCOUNT:	£	19,370.49
Playing Field: CORPORATE MARKETS (CM) DEPOSIT ACCOUNT:	£	16,425.60

014/17: Ground Maintenance:

The Clerk/RFO advised Members that for the years 2018 and 2019 four (4) offers had been received. These ranged from £2,290.00 to £5,250.00 per annum. After a full and frank discussion and assessment of the quality of works executed by the current Contractor it was RESOLVED not to accept the lowest tender offer. Therefore the Members RESOLVED to accept the Tender offer from J.D Estate & Garden Management in the sum of £3,800.00 per annum, currently excluding the brushing of the Tennis Court. The Clerk would explore the options with the successful Contractor. The Contract document would be prepared for signature and letters of acknowledgement would be sent to the remaining 3 contractors.

015/18: Precept 2018/2019:

The proposed budget for 2018/2019 had been circulated to members. The Chair took Members through the amended document by item highlighting the various significant increases in respect of known and anticipated increases. A full discussion on the increase to £11,160.00 took place with various suggestions which included taking funds from the reserves. Members RESOLVED to approve the Precept for 2018/2019 at £11,160.00. Confirmation would be advised to Wiltshire Council Financial Planning. Parish Council policy has always been to ensure that the level of reserves was on a par with the precept level.

016/18: Bank mandate: This was being updated to include Cllr A P Fuller but due to technical difficulties this had not been achieved.

017/18: Transparency Fund for compliance with 2014 Act: The RFO advised that funds were available through WALC towards the cost of a Computer with Software and a printer/scanner/copier at £650.00. Funds were not available for our Website as we already had the use of the Village Website courtesy of Doug Hall. Currently the Council had the use of the Clerk's equipment. Members RESOLVED that we should make the appropriate application for funds to suit our needs.

018/18: Queen Elizabeth II Diamond Jubilee Playing Field:

a) **Policy & Responsibilities:** A further revision by the Chair and Clerk had been circulated to the Jubilee Playing Social Committee (JPSC). We awaited any further observations.

b) **Inspection Reports:** Matters arising from the weekly inspection reports were discussed. The fencing had been replaced and the gate and hanging post had been fitted as estimate.

019/18: Highway Matters:

a) **CAT G:** The Chair advised Members that the signage had been due to be fitted before Christmas but this has now been listed as before the end of March.

b) **Crabmill Lane:** Following correspondence from the Clerk to the Highway Engineer is confirmed that these works continue to be in place for March/April 2018. The grass verge was very badly overrun and would need considerable remedial works. This had been agreed with the then Highway Engineer and would be pursued.

c) **Lea Crescent:** The matter of the practice of the Tenant entering the B4042 through the hedge gap had been brought to the attention of Green Square Housing Association. Highways had also been advised.

d) **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 action in respect of our request in respect of the changeover with the larger bin at Lea Crescent.

ii) **Garsdon Grit Bin:** No progress with the replacement had been made.

020/18: Rights of Way:

Cllr Crockett had little to report. He had been unable to trace the siting of the entrance to FP 1 at Crabmill.

021/18: Allotments:

- i) **General Condition:** Cllr Gore reported ht all was in reasonably good order.
- ii) **Plot 5 & 12A:** Tenancies had been offered to two possible tenants. One of whom had accepted the Tenancy of Plot 5. Plot 12A was on offer elsewhere.
- iii) **Cleverton Allotment Access:** Mr D Lewis had discussed with the Clerk. A plan showing entrances/exit is being prepared.

022/18: Dementia Friendly Communities:

Cllr Culling reported that there was little feedback at this time.

023/18: Lea & Garsdon CE Primary School:

A copy of a letter written by Malmesbury Town Council to the School Buildings and Places Team at County Hall had been received and circulated to Members.

024/18: Information Items:

Area Board Meeting: January 12th at Brinkworth postponed due to Traffic Incident.

Lea Telephone Box: Door in need of repairs. Action being taken by Clerk.

Annual Parish Meeting: May 1st in Lea Village Hall following AGM of Lea Village Hall Management Committee

025/18: Date of next Meeting: RESOLVED that the next ordinary meeting of Lea & Cleverton Parish Council be held on March 20th 2018 in Lea Village Hall commencing at 19.30 hours.

In the absence of any further business the Chair thanked all for their attendance and closed the meeting at 21:20 hours.

Signed:.....

Date:.....