

LEA & CLEVERTON PARISH COUNCIL

1039

Minutes of the Ordinary Meeting of Lea & Cleverton Parish Council held on **Tuesday July 17th 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.

117/18: Present: Cllrs J M Cull ;(**In the Chair**); A W Barnes: M J Crockett; T P Culling; A P Fuller; N T Maidment, D E Maidment And S N Suter.

Clerk/ RFO: Mr. J Parmiter. 3 Members of the Public present. Parish Clerk Designate: Ms Claire Mann

118/18: To receive any **Declarations of Interest**. Cllr J M Cull declared an interest in agenda item 12 ii) c) Friday House

119/18: To receive any **Public Questions**.

120/18: The **Minutes of the Annual Parish Council** meeting held on May 15th 2018. (Folios 1034/1037) having been circulated were taken as read and signed as a true and correct record. **The Chair signed the Minutes.**

121/18: Comments from the **Chair**.

Cllr J M Cull said that this meeting is a landmark occasion as John is retiring from the post of Parish Clerk at the end of August, which means that this will be the last time that he will be recording the minutes of our meetings.

John has spent twenty years in the role of Parish Clerk providing a dedicated service not only to the Parish Council but to the wider community. His experience, expertise and knowledge have been the bedrock for the sound governance of the Parish Council throughout those years. He has guided the Chairman and members through the complexities of local government and outside bodies while at the same time being a source of comfort to parishioners seeking help and advice.

I would wish these minutes to publicly thank John for everything that he has done for the Parish Council and the whole Parish during his time in office. He is however retaining the post as Responsible Financial Officer (RFO) for the foreseeable future.

John thanked the Chair and the members for their support, help and co operation over the years. Much had changed in the period from NWDC to the present time and no doubt would continue in this way.

122/18: Police Community Report. No attendance.

123/18: Wiltshire Council Report. Cllr T R Sturgis – Wiltshire Council not in attendance.

124/18: Lea & Garsdon CE Primary School:

The Minutes of the Extra Ordinary Meeting held on June 26th to discuss the proposed extensions and alterations to. Lea & Garsdon Primary School - Folio 1038 – having been circulated were taken as read and signed by the Chair.

The Chair signed the Minutes.

125/18: Lea Village Hall:

Mr Kevin Tibbs the Chairman of the Village Hall Committee made a presentation that outlined the problems that the Committee faced following a detailed report from a Building Surveyor. The report was commissioned following the identified weakness in the floor structure and the surveyor's report has raised several other areas of concern.

The most pressing problems relate to the decay within the floor structure and an overall ventilation problem that might be the cause of increasing woodworm within the floor structure and ceiling panels.

After a full discussion on the future of the hall it was agreed that a timber specialist should be engaged to carry out a full survey of all of the timber elements of the building. Once carried out the full extent of the problems can be evaluated before any further action is taken. Mr Tibbs was thanked for his attendance and comments.

126/18: Action Points:

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

Correspondence:

WC: Northern Area Planning Committee: Supplementary matters May 16th 2018. Minutes 13th June, Agenda July 11th.

RSN: Spotlight on Rural Health

WC: Road Closure B4042

WC: Briefing Note No 356 – Homeless. Note 357 CATG - Note No 358 – Propose closure of Everleigh HRC - Note No 359 - Employment Land Review - note 360 Waste collection and contents changes – Blue lidded bins can take additional plastic items – Note No 361 – Sustainable Highways Scheme Fund Bid

Civic Voice: War Memorial News

RBS: Customer Connection Newsletter

WC: Northern Planning Meeting June 13th Chippenham – Agenda and Minutes.

WC: Environmental Flood Newsletter

Police: New Community Coordinator. PC Stephen Carroll New PCSO: PCSO Juliet Evans

WC: Councillors and Clerk's Training Day June 13th Trowbridge

126/18: Correspondence: (Cont'd):**Parish Newsletters June and July 2018, .**

WC: Road Closure B4042 Burton Hill to The Street Junc Lea. 25th June to 3rd July
 WALC: Newsletter June 2018.
 CPRE: Tour of great Chalfield Manor, Holt September 5th Tickets £12.50
 MAB: Area Boards Meeting July 10th Crudwell VH
 CHT: Cleaning of Cabinets. Comments from SW Ambulance Service. Ours in good state
 HMRC: P11D completion
 SSE: Tree works at Playing Field executed by SSE

Alert Notice regarding Gun Dogs.
 WC: Electoral Roll amendments.
 HMRC: Webinar Pay Rolling Benefits.

Parishioners Comments:

Inconsiderate parking at School times
 Playing Field Hedge trimming (Ashludie House)
 Condition of C81 in Lea – No works planned for current Financial Year although some small patching may take place. Funds permitting.

127/18: **Financial Reports:**

i) **Finance:** The RFO presented the Budget Cost Centre Report which reflected the positions as at July 12th 2018 explained these which 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 the examination and checking of these accounts the actions taken were approved by the Members. The Clerk advised Members that he was continuing to have considerable ongoing difficulty with Lloyds Bank in respect of Statements and other financial paperwork for Term Deposits. Also HP in relation to the supply of incorrect cartridges although package as 302XL.

iii) **Payments:**

The following items had been paid between meetings due to settlement requirements: JD Estate & Garden Management £475.00 (**Cheque No 000876 £475.00**); Community First Annual Insurance £566.76 (**Cheque No 000877 £566.76**); ICO Annual Fee £40.00 (**Cheque No 000878 £40.00**); NALC Annual Subscription £17.00 (**Cheque No 000879 £17.00**); JD Estate & Garden Management Contract Payment Ground Maintenance £475.00 (**Cheque No 000880 £475.00**); J. Parmiter: Salary June 2018 £290.47 (**Cheque No 000881 £290.47**).

The following items on presentation were checked and approved for payment: Blackford Soil & Turf - Play Bark £474.00. (**Cheque No 000883 £474.00**); J Parmiter Salary July 2018 £290.47 (**Cheque No 000884 £290.47**).

Viking Invoice for 1st Printer Drum was not paid due to faulty item. Being reordered and faulty item returned

128/18: **Finance Report: Balances of Accounts as at 17^h July 2018:**

PARISH COUNCIL CURRENT ACCOUNT:	Balances: £	2,640.67
PLAYING FIELD CURRENT ACCOUNT:	£	535.89
Parish Council: CORPORATE MARKETS (CM) DEPOSIT ACCOUNT:	£	18,105.56
Playing Field: CORPORATE MARKETS (CM) DEPOSIT ACCOUNT:	£	17,022.19

129/18: **Planning matters:**

i) **Minutes:** To approve as a true and correct record the Minutes of the Planning Committee meeting held on June 6th 2018. (Folios 1038). The Minutes having been circulated were taken as read and signed. **The Chair signed the Minutes.**

ii) **Applications for consideration:**a) **18/05181/FUL - The Spinney Car Park, Swindon Road, Malmesbury SN16 9EQ**

Variation of condition 2 of 17/07985/FUL to amend the design of the approved residential development and associated works. The Parish Council notes that this is a variation to PA 17/07985/FUL which was granted on 9/1/18. We note that this current application is to "vary elements of the approved design to optimise delivery of the approved development" though no details are provided of the criteria against which the design has been optimised, and hence no justification is provided to support the variation submitted. We note that apart from minor details the variation essentially comprises an increase in the number of bedrooms and the in the total development area of some units. In this context we consider the comments the Parish Council made on application 17/07985/FUL are still valid for this latest application; which in summary included:-

Affordable housing: The Parish Council considers the omission of affordable housing to be potentially a missed opportunity to promote balanced social development within the Parish.

Parking capacity: The Planning Statement states that two parking spaces are to be provided adjacent to each dwelling. It is not evident from the Illustrative Master plan how this is to be achieved for Houses 2, 6, 7 and 8; or that sufficient allowance has been made for visitor parking.

Access for pedestrians/disabled: An appropriately designed, ramped path of suitable length and gradient (1:20) will be required in the south-east corner of the site to provide access for wheelchairs and pedestrians with pushchairs.

129/18: Planning matters: (Cont'd)

a) 18/05181/FUL - The Spinney Car Park, Swindon Road, Malmesbury SN16 9EQ

Design and Construction materials: Planning Statement 8.21 which stated that "the design of dwellings utilizes a mix of Cotswold Stone and slate to reflect the local vernacular" is inaccurate and inappropriate because the proposed wall construction of houses is to be based on buff coloured, fair-faced brick (Cotswold stone "colour"), not actual Cotswold Stone; and the extensive use of slate wall cladding is certainly not representative of Malmesbury architecture which principally comprise Cotswold stone houses and buildings beneath stone tiled roofs.

Contaminated land and remediation: We understand from the ground investigation report for CW prepared by Minton that the main source of land (soil) and groundwater contamination on this site is from the historical dumping and burning of fuel. In that context we suggest that a comprehensive Environmental Monitoring and Management Plan should be prepared to inform the de

b) 18/05835/FUL – Little Winkworth, Lea, Malmesbury SN16 9PG

Proposed rear extension. Members offered no objections to this proposal.

c) 18/06236/FUL – Friday House, The Street, Lea. SN16 9PG

Propose extension, loft conversion and alterations to Garage

Cllr J M Cull having declared an interest in this matter remained in the room but took no part in any discussions.

The Parish Council has no objection to this application which conforms to Core Policies 1, 2, 50, 51 and 57; but we do have the following comments to make:

- Provisions should be made to manage increase in rainfall run-off due the increase in roof area, in accordance with CP 67.
- Consideration should be given to avoiding infringing privacy of the next door property (Danescourt) due to the new proposed south facing window as part of the propose ground-floor extension
- No details are provided about the intended use of the proposed studio above the existing garage
- The proposed chimney stack height on the new ground-floor extension appears insufficient in terms of roof ridge levels

130/18: Applications Determined:

a): 18/04247/FUL – Corner Cottage, Crab Mill Lane, Lea.SN16 9PF

Single Storey Extension to the end of exiting two storey rear wing with allied alterations. Amendments to planning approval 17/03680/FUL. *Consent Granted 22nd June 2018*

b): 18/04386/FUL – Brillscote Farm, the Street, Lea SN16 9PF

Demolition of existing ground floor lean to and construction of new ground floor extension. *Consent granted 3rd July 2018*

c): 18/03762/TPO Coombe Green Barn. Tree works to 3 Ash Trees TPO. *Consent granted 5th July 2018*

131/18: Queen Elizabeth II Diamond Jubilee Playing Field:

a) Inspection Sheets: Completed as required.

b) Marking of parking area. Not proceeding.

c) Play Bark for "A" Frame Base: Ordered see above Minute 127/18 ii.

132/18: Neighbourhood Plan: Cllr Culling reported on the progress with the Neighbourhood Plan.

133/18: Allotments:

i) **General Condition:** The Tenant of Plot 5 had been contacted regarding the little or no cultivation activity and had surrendered the plot with immediate effect. A new tenant would be sought. Cllr Fuller to action.

Cllr Gore advised that the remainder of the plots were generally well cultivated

ii) **Cleverton Allotment Access:** Mr D Lewis had had further discussions with the Clerk and Cllr Barnes. A visit to the Clerk by Mr Lewis to view the plan showing entrances/exit had been made. However further discussions were required to achieve closure.

iii) **Northern Ditch:** Attention was drawn to this matter which needed digging out. Cllr Fuller to contact the Landowner.

134/18: Rights of Way:

Cllr Crockett had no matters to report.

135/18: Highway Matters:

a) **CATG:** Now complete with exception of the 30 mph roundels.

b) **Lea Crescent:** The matter of the practice of the Tenant entering the B4042 was proceeding.

c) **Parish Steward:** In monthly contact with Parish Clerk, however much work was carried out as time was available

d) **Lea Grit Bin:** The bin damaged by car in the adverse weather conditions had been replaced.

f) **Grit Bins:** In order to ensure that all grit bins had adequate supplies it would be necessary for a check to be made on all Parish bins. Cllr Fuller is to action this matter.

136/18: Parish Clerkship: Following the retirement of the present Parish Clerk with effect from August 31st 2018 it was noted and agreed by the members that the appointment of Ms Claire Mann as Parish Clerk effective on September 1st 2018 on the appropriate terms and conditions.

Responsible Financial Officer (RFO): The appointment of Mr John Parmiter as Responsible Financial Officer effective September 1st 2018 was noted and agreed. on the appropriate terms and conditions

137/18: Any further matters. (For information purposes only).

Rushcroft Close: The Grass cutting of frontage was mentioned as being required. The Clerk to discuss with JD Estate & Garden Management

138/18: Cleverton Poor Pieces: Progressing see above under Minute.133/18 ii.

139/18: Date of next meeting: The date of the next Ordinary Meeting of Lea & Cleverton Parish Council was confirmed as Tuesday September 18th 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: