

LITTLE SOMERFORD PARISH COUNCIL

Parish Council Meeting Tuesday 4th July 2023 Little Somerford Village Hall

Minutes

Present	Cllr P Cameron (Chair) Cllr D Orchard (Vice Chair)	Cllr D Matthews Cllr S Orchard	Cllr A Beer Cllr T Oakley Cllr R Simmons
In Attendance	R Nuttall (Clerk)	Wiltshire Cllr Threlfall 1 member of the public	

Public Question Time No questions received from the public

Report from Wiltshire Council

Wiltshire Cllr Threlfall reported that Wiltshire Council are working on their Draft Local Design Plan, there is a consultation period from 3rd to 30th July.

- 23/07/1 **No Apologies for Absence**
- 23/07/2 It was recorded that Cllr Matthews has a non-pecuniary interest in Millennium Green being a neighbour of the Green and of the complainants.
The Parish Council co-opted Robert Simmons who signed the Declaration of Acceptance of Office.
- 23/07/3.1 The **Minutes of the Parish Council meeting** of 6th June 2023 were approved and signed as a true record of the meeting.
Proposed: Cllr S Orchard; Seconded: Cllr Oakley
- 23/07/3.2 It was agreed that all items shaded green on the **Action Register** were completed.
23/MGT/5.1 Annual Return cannot be filed at present due to website updates.
- 23/07/4.1 **The following Planning Applications were considered.**
PL/2023/04957 The Meadows, SN15 5JW, tree works, NO OBJECTION

PL/2023/04963 Hill House, SN15 5BH, temporary portacabins.
The Parish Council had received an email of objection from a resident of Little Somerford. The Councillors had several questions regarding this planning application.

Approved  Chair 05/09/2023 Date

- Why are the portacabins already in place and being used if planning permission has not yet been granted ?
- How many members of staff will be housed in the portacabins, it was noted there are 6 bedrooms.
- As the staff work shifts, are there any plans for reduced noise and lighting overnight for the benefit of neighbours ?
- How close to neighbouring properties are the portacabins located ?
- Is this the best location within the property for these to be cited given the proximity to neighbouring properties ? Design and Impact Statement 3.1.1 states location chosen to keep impact to neighbours to minimum, however the portacabins appear to be close to the boundaries of West Cottage and Coach House Farm.
- Why is the time period 3 years ?
- Has the planning permission for the main building extension been applied for?

23/07/4.2 Applications Determined by Wiltshire Council since the last meeting.

Application Ref PL/2023/02637 - Householder Application

Address: Orchard House, Swindon Road, Little Somerford, SN15 5BJ

Proposal: Rear two storey extension.

Decision Date: 29-06-2023 Decision: Approve with Conditions

Application Ref PL/2023/04173 - Proposed Works to Trees in a Conservation Area

Address: AYNLEY HOUSE, LITTLE SOMERFORD, CHIPPENHAM, SN15 5JT

Proposal: T1 Walnut tree - Remove to ground level.

Decision Date: 27-06-2023 Decision: No Objection

23/07/5.1 The Finance report was received, and the Parish Council ratified and approved payments of £832.20 and £183.32 The income received was £325.13.
Proposed: Cllr Simmons; seconded Cllr S Orchard

23/07/5.2 Receipts & Payments to 26 June 2023 was **noted**. The year-to-date surplus is £1833
The bank balances stand at £21663 to end June 2023.
The bank reconciliation for June was signed by the Chair.

23/07/5.3 The Councillors considered the current **allotment** rental agreement and decided that no amendments were required. It was decided to keep the rent at £20 for a further year.
Proposed Cllr Matthews; Seconded Cllr Oakley

Network Rail to be contacted regarding bramble encroachment.

Action: Cllr Simmons

The list of current licence holders was noted; it was requested that the allotment agreements be sent out in September.

Action: Clerk

23/07/5.4 The Councillors considered the current **paddock** rental agreement and decided that no amendments were required.
Proposed Cllr Cameron; Seconded Cllr Simmons
The clerk was asked to contact the current licence holder to ascertain they wish to continue for another 12 months
Action: Clerk

- 23/07/5.5 The Clerk reported that she had received advise from WALC regarding the annual reporting of the MGT finances, and that the recommendations will be followed for the current financial year. **Action: Clerk**
- 23/07/6.1 **The Annual Cemetery report** was received, a sign to be attached to tap regarding turning off securely. **Action: Clerk**
Greenscape will be asked to tidy the Memorial Garden **Action: Cllr Cameron**
Volunteers to be sought via Facebook and The Signpost to help look after graves.
Action : Cllr S Orchard (FB), Clerk (The Signpost)
- 23/07/6.2a **The Annual Footpath report** was received, there were a number needing remedial action.
Footpath 1 – Stile needs repairing. Footpath sign on Swindon Road needs clearing.
Footpath 3 – Stile needs repairing urgently.
Footpath 4 – Gate opening needs clearing.
Footpath 5A – Needs clearing.
Footpath 8 – Stiles between fields need clearing.
Footpath 14 – Needs reinstating and clear access from main Swindon Road.
Landowners to be requested to take necessary action. **Action: Cllr Simmons**
- 23/07/6.2b **Self-Closing gates** have been ordered.
- 23/07/6.3 **The Emergency Plan** is currently being reviewed and updated in line with the Wiltshire template. Cllr Oakley is investigating a grant from the SSE Community Fund – possible purchase of small generator or long hosed submersible pump.
Action: Cllr Oakley
Request to Village Hall for storage of emergency equipment **Action: Clerk**
- 23/07/6.4 **Millennium Green** The Parish Councillors considered the report from the meeting with Wiltshire Fire Service and residents regarding the fire risk of long grass. Cllr Oakley, Cllr D Orchard and the Clerk will produce the survey based on the original aims of the MGT. **Action: Cllrs D Orchard, Oakley, and Clerk**
The Parish Council will draw up a risk assessment for users of the Millennium Green
A Duty of Care reminder will be put on the noticeboard to remind visitors to the Millennium Green of their own responsibilities.
- 23/07/6.5 The **meeting dates** for 2024 were approved. APM and APCM will be on 7th May.
- 23/07/7 **Speed Indicator Device**
The Parish Councillors considered 3 quotes from Pandora, Automate and Elan City. Having discussed the merits of each, the Councillors chose Elan City, also the cheapest option at £2585 + VAT. A grant has been applied for, and the Parish Council have funds in the budget if this is not successful.
Proposed: Cllr Beer, Seconded: Cllr Cameron
- 23/07/8.1 Tasks for the **Parish Steward & Highways** to include:
Metal plates over ditch at bottom of Clay Street, book gulley tanker for drain by railway bridge. **Action: Clerk**

- 23/07/8.2 The Autumn Litter Pick will be on Sunday 22nd October at 9am.
- 23/07/9 **Clerk's report, correspondence received, items for next agenda.**
The Clerk was asked to respond to the bus survey, the Parish Council would like to see bus services kept as they are or improved. It would be good to have a better connection to Great Somerford and Chippenham. **Action : Clerk**
- 23/07/10.1 **Website** – Parish Councillors were reminded that Council email addresses are available if they choose.
- 23/07/10.2 **Defibrillator** – no updates
- 23/07/10.3 **Play Park** – add RoSPA inspection to diary **Action: Clerk**
- 23/07/10.4 **Telephone Book Exchange** – Cllr Beer will add a box at lower level for children's books.
- 23/07/10.5 **Wildlife Friendly Village** – the Parish Councillors would like to apply to Malmesbury Carnival to buy a bench for the Community Orchard. **Action: Cllr Cameron**
WFV signs in long grass need to be updated **Action: Cllr Cameron**
Ragwort to be removed from Community Orchard **Action: Cllr Simmons**
- 23/07/11 **Dates for Future Meetings - 5th September, 7th November.**