

LITTLE SOMERFORD PARISH COUNCIL

Parish Council Meeting Tuesday 5th September 2023 Little Somerford Village Hall

Minutes

Present	Cllr P Cameron (Chair)	Cllr D Matthews
	Cllr D Orchard	Cllr S Orchard
	Cllr T Oakley	Cllr R Simmons
In Attendance	R Nuttall (Clerk)	Wilts Cllr Threlfall
		2 members of the public

Public Question Time

No questions received from the public.

Reports from Unitary Councillor and Council Representatives

The Wiltshire Design Plan consultation period will be opening at the end of September.

Cllr Threlfall has met with Mrs Bowles regarding visibility at the Mill Lane / The Street junction and to discuss what action can be taken.

Cllr Threlfall suggested that the Parish Council submit this issue plus speeding at Field View as an issue to be investigated by LHFIF.

Action: Clerk

23/09/1 **Apologies for Absence** Cllr Beer

23/09/2 **Declarations of Interest**

Cllr Simmons declared an interest in item 23/09/4.3a Barn at Church Farm.

23/09/3.1 **Minutes and Matters Arising** the Minutes of the Parish Council meeting of 4th July 2023 were approved and signed as a true record of the meeting.
Proposed: Cllr D Orchard; Seconded: Cllr Matthews

23/09/3.2 It was agreed that all items shaded green on the Action Register were completed.
All other items shaded amber are in progress.

23/09/4.1 **Planning Matters**
Planning Applications -
PL/2023/06637 Dove House, Little Somerford – Construction of hard standing tennis court and surround fencing with associated change of land use. The Parish Council resolved to support this application.
PL/2023/07456 – Staveley, Little Somerford – Conversion of existing barn into an annex, ancillary to the main house. The Parish Council has no objection to this application; however they would like to see measures in place to ensure that the annex remains ancillary to the main property and is not let, either long or short term.

23/09/4.2 **Applications Determined by Wiltshire Council since the last meeting.**
There have been no applications determined since the last meeting.

23/09/4.3 **Other Planning Issues**
a. Barn at Church Farm . There were 2 members of the public present to register their objection to the barn built at Church Farm, as there was no apparent planning permission application. The applicant had contacted Wiltshire Council on 26th June 2022 to seek planning advice, this was receipted and put on a 30-day notice for an agricultural building. The two members of the public have already contacted Wiltshire Council and a planning enforcement officer is due to visit next week. The two members of the public were surprised that, as neighbours, they had not been informed of the application, and that it is not visible on the Wiltshire Council website. Little Somerford Parish Council are not able to comment as all planning decisions are made by Wiltshire Council and this matter is already in the hands of the Enforcement Officer.
b. Field on B4042 – there are no further updates from the planning enforcement officer on this at present.

23/09/5 **Finance & Audit**

23/09/5.1 **To approve Payments & Receipts**
The Finance report was received, and the Parish Council ratified and approved payments and receipts.
Proposed: Cllr Oakley; seconded: Cllr Simmons

23/09/5.2 The Receipts and Payments to the end of August were noted and the bank reconciliation for July and August signed by the Chair.
The current account stands at £14194, and the year-to-date surplus is £2782.

23/09/5.3 **Early Budget Considerations 2024/25**
The Councillors were reminded to begin researching any costs and other information for any special projects for the next financial year.

23/09/6 **Governance**

23/09/6.1 **Financial Regulations** were reviewed, agreed and signed by the Chair. The Financial Regulations have been updated and are based on NALC model policy.
Proposed: Cllr D Orchard; seconded Cllr Matthews.

Approved  Chair 14/11/23 Date

- 23/09/6.2 Cllr D Orchard has reviewed the contract and service provided for website hosting and all agreed that it was good value and an excellent service.
- 23/09/6.3 The Parish Council considered the request to move the regular meeting from the first Tuesday of the month and agreed to move to the second Tuesday of the month. Proposed: Cllr Oakley; Seconded: Cllr Matthews
Website and noticeboard to be updated. **Action: Clerk, Cllr D Orchard**
- 23/09/6.4 The Parish Councillors considered the response from Greenscape concerning the cherry tree and would like to try and save the tree if possible. **Action: Cllr Cameron**
- 23/09/7 **Highways Matters**
Cllr Simmons will check the road signs and report to the Clerk for reporting back to Wiltshire Highways. **Action: Cllr Simmons, Clerk**
- 23/09/8 **Footpaths including update on self-closing gates.**
Cllr Simmons has spoken to landowners regarding issues identified in the annual report. LSOM14 – Maunditts Farm remains outstanding. **Action Cllr Simmons**

T. Sturgis has 2 gates for LSOM07 for his land and will install. C Trussler to be contacted. Cllr Simmons has gates for LSOM09 and LSOM10 and will install.
Action : Cllr Cameron, Cllr Simmons
- 23/09/9 **Update on Speed Indicator Device** – no update – waiting until end of September for outcome of grant funding applications
- 23/09/10.1 **Millennium Green Trust**
It was decided that Cllr D Orchard and Cllr Oakley will analyse the results of the survey and make recommendations to the Parish Council based on the results and comments. **Action: Clerk, Cllr D Orchard; Cllr Oakley**
- 23/09/10.2 **Millennium Green Risk Assessment** was reviewed and agreed.
Proposed: Cllr D Orchard; Seconded: Cllr Oakley
- 23/09/10.3 **Millennium Green actions** It was agreed to remove all signs currently in place and erect a new sign adjacent to the benches as per the Risk Assessment.
Action: Cllr D Orchard
- 23/09/10.4 **Christmas Tree & Carols on the Green**
Provisional date of 15th December planned, providing Salvation Army band are available. **Action: Cllr Cameron**
Tree to be sourced, possibly from Hortico in Sherston **Action: Cllr Matthews**
- 23/09/11.1 It was noted that Wiltshire Council now have dedicated tree wardens.
- 23/09/11.2 Allotment Management Training may be available via WALC if there is enough interest.

- 23/09/11.3 The Autumn Litter Pick will be on Sunday 22nd October at 9am.
To be advertised, **Action : Clerk, Cllr Cameron**
- Update on Standing items.**
- 23/09/12.1 **Allotment and Paddock** Cllr Matthews and Cllr Oakley have reviewed the allotments, there are two that should be kept in better order. Clerk to contact the allotment holders to remind them of this and to inform all allotment owners that we currently have a waiting list for allotments. **Action: Clerk**
- 23/09/12.2 **Cemetery** Two responses received for tidying up graves which will be done as and when time allows.
- 23/09/12.3 **Emergency Plan** no further updates
- 23/09/12.4 **Defibrillator** – all working.
- 23/09/12.5 **Play Park** – RoSPA inspection due in September, working party date needed for bark maintenance and railings painting. A grant application has been made for a replacement picnic table.
- 23/09/12.6 **Telephone Book Exchange** – no updates
- 23/09/12.7 **Wildlife Friendly Village** – no updates.
- 23/09/13 **Dates for Future Meetings**
14th November, January 9th, February 27th.

Approved *Ram* Chair 14/11/23 Date