

# Sutton Benger Parish Council

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## Minutes of the Annual Meeting of the Parish Council

Held on Wednesday 9 May 2018 at the Village Hall, Sutton Benger

001<sup>(18)</sup> **To elect a Chairman and to receive a Statutory Declaration of Acceptance of Office**

It was **resolved to agree** that Mrs Nicola Hayward be elected Chairman and the Statutory Declaration was duly signed and endorsed by the Parish Clerk, Mrs L Bragg.

002<sup>(18)</sup> **To note those in attendance and receive apologies**

Members present were noted as Councillors: N Hayward, M Bines, L Varnham and B Carter. Apologies were received from Cllrs P Jones (personal), S Kelly (unwell) and O Grimes (work).

Also present: Linda Bragg, Parish Clerk, 1 member of the public and Cllr H Greenman.

003<sup>(18)</sup> No further Statutory Declarations of Acceptance of Office were received.

004<sup>(18)</sup> **To receive any Declarations of Interests**

There were no Declarations of Pecuniary Interests for the purposes of the meeting.

005<sup>(18)</sup> **Public Forum Session**

A member of the Neighbourhood Development Plan Group gave an update on the current low membership of the group, including the resignation of the Chair. He emphasised the need for the Parish Council to support them more going forward and that they were looking at appointing a consultant to help with the process. Cllr S Kelly is to liaise with the group, attend the meeting with the consultant and report back to the Council at each meeting.

006<sup>(18)</sup> It was **resolved to approve** the minutes of the Parish Council Meeting held on 14 March 2018 and they were duly signed.

007<sup>(18)</sup> It was **resolved to approve** the following Policies and Procedures:

- a) Privacy Policy (v1.0)
- b) GDPR Consent Form (v1.0)
- c) Removable Media Policy (v1.0)
- d) Standing Orders (v2.0).

008<sup>(18)</sup> It was **resolved** to appoint Councillors with responsibility for co-ordinating the following:

- a) Planning Working Group – Lead M Bines and all Councillors
- b) Finance & Personnel – O Grimes
- c) Highways & Parish Steward – P Jones
- d) Rights of Way – L Varnham
- e) Neighbourhood Development Plan – S Kelly
- f) Flooding/Emergency Planning – B Carter
- g) Village Hall – N Hayward
- h) Website – L Bragg (Clerk)
- i) School Liaison – B Carter

009<sup>(18)</sup> It was **resolved to approve** the appointment of Collier-Marsh Accountancy to carry out the Internal Audit at a cost of £90.00.

010<sup>(18)</sup> **Finance**

- a) It was **resolved to approve** the monthly accounts statement and invoices totalling £1135.70 and the cheques were duly signed.

- b) It was **resolved not to approve** expenditure up to £1000 to engage a Planning Consultant to work with SBPC and Kington Langley PC to advise on planning application 17/03417/OUT Land South-East of J17 of M4, especially with regard to flood mitigation measures. The Councillors requested further information to be made available for future consideration.
- c) It was **resolved to approve** the purchase of a replacement battery for the defibrillator (S/N 4452806) at a cost of £288.00 incl VAT and Delivery.
- d) It was **resolved to approve** the purchase of 2 Dog Bag Dispensers and Bags at a cost of £211.05 excl VAT to go on The Park and the Recreation Ground.
- e) It was **resolved to approve** a Community Grant Application for £500 from the All Saints Church PCC for the maintenance of the churchyard, burial ground and paths.
- f) The increase in the Clerk's hourly rate to £10.676 with effect from 1 April 2018 was noted.
- g) It was **resolved to approve** changes to the bank signatories mandate to remove K Pound and to add Councillors B Carter and O Grimes.

011<sup>(18)</sup> **Planning / Development Control**

- a) It was **resolved to agree** the Planning Applications as follows:

i	18/02857/FUL	Land at Oakleigh Acres Pitstop, Draycot Cerne, SN15 5LH - Extension to existing kitchen with related storage, office and toilet facilities with office accommodation at first floor	<b>Support</b>
ii	18/03007/FUL	Land South-East of J17 of M4 Motorway - Full Planning Permission for Groundworks and Drainage Proposals (to Facilitate the Delivery Programme of Outline Application 17/03417/OUT).	<b>No Comment</b>
iii	17/11955/FUL (amended)	Cherry Tree House, Seagry Road, SN15 4RX - Two storey extension to replace current garage. Single storey extension to rear. An outbuilding will accommodate a new double garage and gym with a first floor office space.	<b>Support subject to conditions</b>
iv	18/04280/TCA	7 Bell Piece, SN15 4SL – Fell 2 Conifers	<b>No Objections</b>
v	18/04286/TPO	Bell House Hotel, SN15 4RQ – Fell 1 Lime (T23) and 1 Lime Sapling (T24)	<b>No Objections</b>

- b) The status of previously considered planning applications was noted as:

Planning Ref:	Details	PC Decision	WC Decision
16/11427/FUL	Land Adjacent to Sharplands Sutton Lane SN15 4RS – Construction of 14 Affordable Houses	Object	
17/03417/OUT	Land South-East of Junction 17 of M4 Motorway, Kington Langley - Outline Planning (as amended)	Object	<b>Planning Committee 28-Feb-2018</b>
17/11192/FUL	Arms Farm, 9 High Street, SN15 4RE – Alterations & Refurbishment to existing Farmhouse	No decision	
17/11636/LBC	Arms Farm, 9 High Street, SN15 4RE – as above	No decision	
17/11955/FUL	Cherry Tree House, Seagry Road, SN15 4RX - Two storey extension and single storey extension to rear. Outbuilding with a new double garage, gym & 1 <sup>st</sup> floor office.	Object	<b>Amended</b>
18/00906/FUL	Arms Farm, High Street, SN15 4RE - Conversion of agricultural barn to dwelling; erection of a detached garage; formation of field access, infill extension	No Comment	<b>Refuse</b>
18/00973/LBC	Arms Farm, High Street, SN15 4RE – as above	No Comment	<b>Refuse</b>

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18/01338/TPO	5 Bell Piece, SN15 4SL - 30% Reduction to Lime Tree	Support	<b>Approve w/ conditions</b>
18/01495/FUL	Sutton Lane Farm, SN15 4LW – Two storey extension.	-	<b>Withdrawn</b>
18/01661/REM	Arms Farm, SN15 4RE - Reserved Matters application following Outline permission 16/04961/OUT for 14 dwellings including 6 affordable dwellings	Object	

c) Cllr H Greenman gave an update on the Arms Farm development (18/01661/REM) and advised that there will be a reduction in the size of the houses and that they were to be moved further back from the boundaries with the houses in Lee Crescent and Gregory Close.

012<sup>(18)</sup> **Highways and Parish Steward** – no report was received.

013<sup>(18)</sup> **Rights of Way** – Cllr L Varnham reported that he was having difficulty identifying land owners to request permission to replace some wooden stiles. The Clerk agreed to liaise with him to carry out Land Registry searches to try and identify them.

014<sup>(18)</sup> **Village Hall**

- a) Cllr N Hayward gave a brief update, including details of the film club.
- b) The Cllrs noted the proposal chosen by the VHMC for A1 Planning for the refurbishment of the Hall.

015<sup>(18)</sup> **Neighbourhood Development Plan** – no further report was received.

016<sup>(18)</sup> **Primary School** – Cllr B Carter gave an update on matters at the school including the recent extension and their request to Wiltshire Council for a School Crossing Patroller.

017<sup>(18)</sup> **Wiltshire Council** – no further report was received.

018<sup>(18)</sup> **Clerk's Report** - The Clerk's report was received. (Forms part of these minutes and is available on request from the Clerk).

019<sup>(18)</sup> **Annual Parish Meeting** – date change was noted as Wednesday 23 May 2018. Cllr N Hayward agreed to purchase the wine and nibbles.

020<sup>(18)</sup> The date of the next meeting was noted as being on Wednesday 13 June 2018 commencing at 7.45pm.

**Chairman**..... **Date**.....