

Sutton Benger Parish Council

Minutes of the Parish Council Meeting

Held on Wednesday 13 June 2018 at the Village Hall, Sutton Benger

021⁽¹⁸⁾ To note those in attendance and receive apologies

Members present were noted as Councillors: N Hayward (Chair), M Bines, B Carter and O Grimes. Apologies were received from Cllrs P Jones (personal).

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

022⁽¹⁸⁾ To receive any Declarations of Interests

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

023⁽¹⁸⁾ Public Forum Session – no matters raised.

024⁽¹⁸⁾ It was **resolved to approve** the minutes of the Annual Meeting of the Parish Council held on 9 May 2018 and they were duly signed.

025⁽¹⁸⁾ Finance

- a) It was **resolved to approve** the monthly accounts statement and invoices totalling £281.66 and the cheques were duly signed.
- b) It was **resolved to receive and note** the completed Annual Internal Audit Report for 2017-18.
- c) It was **resolved to approve** the Annual Governance Statement for 2017-18 and it was duly signed by the Chair.
- d) It was **resolved to approve** the Accounting Statements for 2017/18 and they were duly signed by the Chair and the Responsible Financial Officer.
- e) It was **resolved to approve** planting a second tree to commemorate the Great War Centenary at the Recreation Ground at a cost of up to £50.00 and the liaison with the Village Hall Committee on the celebrations in November 2018.

026⁽¹⁸⁾ Planning / Development Control

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

i	18/03299/FUL	17 High Street, SN15 4RQ - Demolition of a garage (concrete) and removal of aluminium greenhouse. Replace with timber double carport.	No Objections
ii	18/04169/FUL	Frampton Farm, High Street, SN15 4RL - Change of use of land with associated ancillary development to one gypsy and traveller pitch.	Support subject to conditions
iii	18/04443/FUL	Arms Farm 9 High Street SN15 4RE - Conversion of agricultural barn to dwelling; erection of a detached garage; formation of field access, infill extension.	No Comment
iv	18/04884/LBC	Arms Farm 9 High Street SN15 4RE - Conversion of agricultural barn to dwelling; erection of a detached garage; formation of field access, infill extension.	No Comment
v	18/04746/FUL	French Gardens, High Street, SN15 4RD - Alteration to layout of existing private access.	Support subject to conditions

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	
17/11192/FUL	Arms Farm, 9 High Street, SN15 4RE – Alterations & Refurbishment to existing Farmhouse	No PCM decision	

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17/11636/LBC	Arms Farm, 9 High Street, SN15 4RE – Alterations & Refurbishment to existing Farmhouse	No PCM decision	
18/02857/FUL	Land at Oakleigh Acres Pitstop, Draycot Cerne, SN15 5LH - Extension, office and toilet facilities.	Support	Approved w/conditions
18/03007/FUL	Land South-East of J17 of M4 Motorway - Full Planning Permission for Groundworks and Drainage Proposals	No comment	
17/11955/FUL (amended)	Cherry Tree House, Seagry Road, SN15 4RX - Two storey extension to replace current garage. Single storey extension to rear and outbuilding.	Support Subject to Conditions	
18/04280/TCA	7 Bell Piece, SN15 4SL – Fell 2 Conifers	No Objections	No Objections
18/04286/TPO	Bell House Hotel, SN15 4RQ – Fell 1 Lime & 1 Lime Splng	No Objections	

- 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 garages and that they were to be moved further back from the boundaries with the houses in Lee Crescent and Gregory Close.

027⁽¹⁸⁾ **Highways and Parish Steward**

- a) No report was received.
b) The Clerk was asked to look into the options for the getting the grass cut on the various unowned verges in the village and to produce some costings for the next meeting.

028⁽¹⁸⁾ **Rights of Way** – No report was received.

029⁽¹⁸⁾ **Village Hall** - Cllr N Hayward gave a brief update.

030⁽¹⁸⁾ **Neighbourhood Development Plan** – the Clerk read out the brief update from the NDP Group.

031⁽¹⁸⁾ **Communication/Social Media/Website** – It was **agreed** to appoint Councillor S Kelly to have responsibility for communicating and engaging with the community via social media, etc. and Cllr O Grimes to assist the Clerk with website administration.

032⁽¹⁸⁾ **Primary School** – No report was received.

033⁽¹⁸⁾ **Wiltshire Council** – Cllr H Greenman advised that there were funds available via the Chippenham Area Board for village projects and that the date of the next Rural Parishes Forum meeting at Stanton Village Hall was 20 June 2018.

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

035⁽¹⁸⁾ **Personnel - matters relating to the Parish Clerk (CONFIDENTIAL – members of the public and the Clerk were asked to leave the meeting whilst these discussions took place)**

- a) Cllr O Grimes reported on the Clerk's appraisal.
b) It was **resolved to approve** an incremental increase to SCP 22 for the Clerk with effect from the 1 May 2018 at an additional expenditure of £100.55 to the end of March 2019.

036⁽¹⁸⁾ The date of the next meeting was noted as being on Wednesday 11 July 2018 commencing at 7.45pm.

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