

Sutton Benger Parish Council

Minutes of the Parish Council Meeting

Held on Wednesday 10 July 2019 at the Village Hall, Sutton Benger

042⁽¹⁹⁾ **To note those in attendance and receive apologies**

Members present were noted as Councillors: N Hayward (Chair), C Mansfield, N Roynon, J Campbell, L Craig and D Spencer. Apologies were received from Cllrs B Carter and R Gaunt (holiday). Also present L Roslyn, Clerk, 1 member of the public and Cllr H Greenman.

043⁽¹⁹⁾ **To receive any Declarations of Interests** - No interests were declared.

044⁽¹⁹⁾ **Public Forum Session** – the Tree Warden circulated details of the Oak Processionary Moth.

045⁽¹⁹⁾ It was **resolved to approve** the minutes of the Parish Council Meeting held on 12 June 2019 and they were duly signed.

046⁽¹⁹⁾ **Finance and Personnel**

- a) It was **agreed** to appoint Cllr B Carter as the Councillor with responsibility for Finance.
- b) It was **resolved to approve** the monthly accounts statement with new invoices totalling £997.63 and the online payments were approved for authorisation.
- c) It was **resolved to approve** the additional Grounds Maintenance works at the Gossip Area at Queens Close/Cowley Way to include planting a herb garden at a cost of up to £220.00. It was also **agreed** that the Clerk would contact the contractor to discuss the planting of wildflower seeds at the Gossip Area at Neville Terrace.

047⁽¹⁹⁾ **Planning / Development Control**

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

i	19/05155/FUL	17 High Street, SN15 4RQ - Proposed en-suite bathroom with front and rear facing dormer windows above existing annexe living space	Support subject to conditions
ii	19/05491/LBC	17 High Street, SN15 4RQ - Proposed en-suite bathroom with front and rear facing dormer windows above existing annexe living space	Support subject to conditions
iii	19/06043/FUL	Draycott Park Farm, SN15 5LJ – Agricultural access from the B4122 into an agricultural field	Object

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

Planning Ref:	Details	PC Decision	WC Decision
18/12148/FUL	Land at Manor Farm Barn, Draycot Cerne, SN15 5LD - Siting of a temporary rural worker's mobile home (retrospective), change of use of part of a general purpose agricultural building to equestrian use, etc.	Support subject to conditions	Approve w/c
19/02985/FUL	Meadow Farm Nursery, 9 Sutton Lane, SN15 4LW - Use of land for dog walking, siting of storage shed and formation of parking area.	Support	
19/03469/FUL	The Byre (East), Manor Farm Barn, Draycot Cerne, SN15 5LD - Erection of a first floor link extension	Support	
19/01470/FUL	Forge Cottage, 5 Sutton Lane, SN15 4RR - Proposed single storey rear extension and second storey front extension	Support	Approve w/c
19/04844/FUL	French Gardens, SN15 4RD – The proposed rebuilding of a lean-to horticultural store and the installation of a water storage tank	Support	

c) No further planning matters raised.

048⁽¹⁹⁾ **Neighbourhood Development Plan** – Cllr N Hayward gave an update on the progression of the Plan.

049⁽¹⁹⁾ **Highways and Parish Steward** – Cllr D Spencer advised that he had spoken to the Parish Steward regarding the re-painting of the white lines on the pedestrian ‘path’ on Chestnut Road – he agreed to speak to the Highways Engineer about it on our behalf.

050⁽¹⁹⁾ **Rights of Way** – Cllr N Hayward put forward an idea from Cllr R Gaunt to install permanent maps in the village showing the Rights of Way – it was agreed in principle.

051⁽¹⁹⁾ **Flood/Emergency Planning** – no update received.

052⁽¹⁹⁾ **Arts Development Project** – Cllr C Mansfield advised that she was frustrated by the lack of response from various village groups. It was agreed to have an informal meeting in August and to organise a village-wide meeting in September/October. The Clerk was asked to put an article in the Parish News with details of the Project in the hope of engaging some volunteers.

053⁽¹⁹⁾ **Village Hall** - Cllr J Campbell gave an update on matters at the Village Hall.

054⁽¹⁹⁾ **Primary School** – no update received.

055⁽¹⁹⁾ **Wiltshire Council** – Cllr H Greenman gave an update on the change in Leadership at the Council and gave details of the Rural Parish Forum and Chippenham Area Board Meeting to be held on 17 July in the Sutton Benger Village Hall.

056⁽¹⁹⁾ **Clerk’s Report** - The Clerk’s report was received. (Forms part of these minutes and is available on request from the Clerk).

058⁽¹⁹⁾ The **date of the next meeting** was noted as being on Wednesday 11 September 2019 commencing at 7.45pm.

057⁽¹⁹⁾ **Personnel – matters relating to the Parish Clerk (CONFIDENTIAL – the Clerk and members of the public were asked to leave the meeting)**

- a) Cllr N Hayward gave an update on the Clerk’s appraisal.
- b) It was **resolved to approve** an increase in the Clerk’s Annual Leave entitlement following 5 years continuous service to 50.3 hours per year.
- c) It was **resolved to approve** an incremental increase to SCP 13 (*new NJC pay scale from 1 April 2019*) for the Clerk with effect from the 1 May 2019.
- d) It was **agreed** to appoint Cllr C Mansfield to act as Line Manager for the Clerk.

Chairman.....

Date.....