



## LIDDINGTON PARISH COUNCIL

Minutes of the meeting of the Council held on  
Wednesday 7<sup>th</sup> October 2015 at 7.00pm in Liddington Village Hall

**PRESENT:** Councillors Allen, Bishop, Howes, Lomax, Moore, Wilson. Also in attendance Andrew Bennett (Ward Councillor) and Liz Carmichael (Clerk).

**Action**

### 1. APOLOGIES

**Resolved:** to approve Cllr Jones's reason for absence (business related).

### 2. DECLARATIONS OF INTEREST

Cllr Lomax declared an interest in agenda item 13 as he is the Parish Council's representative on the Village Hall committee;

### 3. MINUTES OF PREVIOUS MEETING

**Resolved:** that the Minutes of the Full Council meeting held on 2<sup>nd</sup> September 2015 be approved and signed as a true record.

### 4. GUEST SPEAKER, JULIE FURNEVAL, TRAFFIC & TRO TECHNICIAN

The Parish Council is keen to get the speed limit along Medbourne lane reduced to 20mph and invited Julie Furneval to discuss this request. Julie explained that the speed checks had been done at 3 locations on Medbourne Lane and the speed survey showed that actual speed of traffic is between 24 and 29 mph, and in order to qualify for a 20mph limit it needs to be between 22 and 27 mph. The meeting noted that traffic calming wouldn't be possible due to the narrowness of the lane. Julie advised the meeting that another survey could be done in about 6 month time to measure the effectiveness to the new 30mph limit. The meeting advised Julie that the residents of Stornaway are unable to get out of their drive as it is regularly being used as a passing place. Julie advised the meeting that land would have to be bought from the local farmers, if they were amenable, in order to implement official passing places.

The meeting advised Julie that Bell Lane was also an area of concern. The Parish Council have previously requested that the Borough Council mark the edge of the carriageway.

Make an assessment of Bell lane and send to the Localities

JF

Julie Furneval advised the meeting that a resident had requested a pedestrian crossing for the B4192. This has been considered previously but the road isn't wide enough to install a refuge in the section near to Church road. Julie agreed to review the road layout but she doesn't think that there is a suitable location. A chicane would slow traffic but the Parish Council would need to put in a request for one. It was noted that the area would require lighting so residents living nearby may object to the proposal.

Review the B4192 with regard to putting in a pedestrian crossing

JF

### 5. MATTERS ARISING

The meeting noted that an advert for the vacancy for clerk had been placed in the Lyden magazine,

It was noted that the football team is happy to fill in the rabbit holes on the football pitch. As resolved at the September meeting the Parish Council will purchase a lidded container e.g. a dustbin and fill it with soil.

Cllr Wilson advised the meeting that about 40 residents from the Liddington area had register an interest in receiving the new Superfast Broadband service.

The clerk advised the meeting that it was not possible to get the suppliers of the play equipment to visit the site with a range of potential replacement parts for the play equipment as parts are made to order.

The clerk advised the meeting that Wanborough Parish Council and Swindon Borough Council both use the same company, The Play Inspection Company, to carry out annual inspections of their playground equipment. It was also noted that this is the same company that is recommended by the Parish Council's insurance providers. The clerk advised the meeting that she had been in contact with the Play Inspection Company and the cost of an inspection was £62.50. It was noted that the lead time for carrying out inspections was about 6 - 8 weeks from receipt of the order. It was **resolved** that The Play Inspection Company be asked to carry out an inspection as soon as possible.

## 6. PUBLIC SESSION

As no members of the public were in attendance, the Parish Council continued with the meeting.

## 7. VILLAGE MAINTENANCE

(a) Playing field – It was **resolved** that quotes should be obtained for replacement gates and posts for the playing field.

## 8. VILLAGE MATTERS

(a) Conservation Area – An extension to the Conservation Area of the village was discussed. It was suggested that the area be extended as far as Long House. It was agreed that the clerk speak to Liz Smith-Gibbons about how the Parish Council should progress the matter.

## 9. PLANNING MATTERS

- (a) **Commonhead (Badbury Wick) Phase 2 Design Codes:** It was **resolved** that the Parish Council had no comments.
- (b) **Swindon Residential Design Guide Draft Supplementary Planning Document:** It was **resolved** that the Parish Council had no comments to make on the document.
- (c) It was noted that permission had been granted for the following applications S/15/1294JROD and S/15/0937SASM.

## 10. WARD COUNCILLOR REPORT

Ward Cllr Bennett advised the meeting that Swindon Borough Council was looking to the Parish Councils to take more responsibility for borough services such as streetsmart, graffiti, and bin clearing.

Ward Cllr Bennett left the meeting.

## 11. PERSONNEL MATTERS

- (a) Personnel Committee – The Parish Council **resolved** to set up a Personnel Committee with delegated authority for recruitment. It was **resolved** that there should be 4 committee members – Cllrs Wilson, Allen, Howes and Lomax.
- (b) Grievance Procedure – It was noted that the Parish Council needs to agree its grievance procedure before employing a new clerk. The draft procedure was based on the WALC standard. It was **resolved** that Cllr Moore should review the document and report back to the Personnel Committee.
- (c) Disciplinary Procedure - It was noted that the Parish Council needs to agree its disciplinary procedure before employing a new clerk. The draft procedure was based on the WALC

standard. It was **resolved** that Cllr Moore should review the document and report back to the Personnel Committee.

Review grievance & disciplinary procedures and report back to Personnel Committee AM

## 12. FINANCE

- (a) **Football Pitch** – The meeting **resolved** to ask the Wanborough Youth football team for a donation for the use of the football pitch.

Speak to Gary Sumner about donation for use of football pitch GW

- (b) **Notice board** – The quotes for a replacement notice board for Purley were considered and were determined to be too costly. It was **resolved** to get quotes from local carpenters for a replacement notice board.

Obtain quotes from local carpenters for bespoke notice board DL

- (c) **Playing Field Hedge Cutting** – This matter was carried forward to a future meeting.

- (d) **Budget** – The draft budget for 2016 – 2017 was reviewed. It was **resolved** to include some money for the maintenance and upgrading of the play equipment.

- (e) **Special Expenses** – It was **resolved** that the clerk should complete the Special Expenses Form and include the usual expenditure with the addition of the play equipment.

- (f) **Internal Audit** – The Parish Council considered the internal auditors report and **resolved** to action recommendations R1, R2, R3, R4 & R5. It **resolved** to obtain further guidance from HMRC before determining whether or not to implement recommendation R6.

- (g) **Members Allowances** – It was agreed that this matter be carried forward to the next meeting.

- (h) **Invoices** – It was **resolved** to ratify the following payments between meetings:

Top of the trees, invoice #510 for work to reduce the sycamore £100

Auditing Solutions, invoice A4174 for provision of audit service for 2014 – 2015 £156.00

It was **resolved** to approve payment of the clerk's remuneration for July – Sept 2015 £375.00

## 13. COUNCILLORS' REPORTS

Cllr Bishop advised the meeting that he had carried out safety checks on the play equipment on 13<sup>th</sup> and 27<sup>th</sup> September and that there were no new issues to report.

Cllr Howes advised the meeting that she will be attending a forum on the Ridgeway National Trail and the North Wessex AONB Annual Forum and that she will represent the Parish Council at these forums.

Cllr Wilson advised the meeting that there had been a presentation from the Police at the South Locality meeting and that the senior Police Officer had changed again. It was also noted that the Localities were giving out grants to various local groups.

It was noted that Cllr Allen had attended one of Stephen Taylor's training courses in July.

## 14. PARISH MAGAZINE

**Resolved:** to put the following items in the Parish Magazine

- Request that residents register for Superfast Broadband
- Update on Medbourne lane speed limit changes
- Liddington Bells project

## 15. CORRESPONDENCE

The meeting noted the following correspondence for information:

- Thamesdown timetables for service 46 & 48

- SBC Members Bulletin Issues 778, 779, 780, 781 & 782
- WALC September newsletter

**16. ITEMS FOR INFORMATION/FUTURE AGENDA**

To consider commemorating the Queen's 90<sup>th</sup> birthday in 2016

To discuss the wooden fence on the playing field boundary. This is scruffy and detracts from the appearance of the area.

The meeting closed at 9.00pm

Signed : \_\_\_\_\_

Date : \_\_\_\_\_