

FINAL VERSION

NYTHE, ELDENE & LIDEN PARISH COUNCIL

ANNUAL COUNCIL MEETING

Minutes of the meeting held on 17th May 2021 at 6.30pm
At Liden Library

Present Cllr K Parry (Chair)
Cllr D Bell (Vice-Chair)
Cllr G Stubbs
Cllr Z Hawson
Cllr M Vallender
Cllr A Woodham
Cllr C Flux
Cllr M Davies
Cllr G Perkins

Officers Clare Cotterell (Locum Parish Clerk)

Public 2 members of public

All Cllrs had signed their Declaration of Acceptance of Office forms before the meeting with the exception of Cllr Perkins. Cllr Perkins was in attendance but did not participate in the meeting.

488 Election of Chair for 2021/2022

Cllr Parry was nominated and elected unanimously as Chair and signed the Declaration of Acceptance of Office.

489 Election of Vice Chair for 2021/22

Cllrs Davies and Bell were both nominated for Vice Chair. Each candidate spoke briefly. Voting as follows – Cllr Mike Davies received 1 vote. Cllr David Bell received 7 votes – Cllr David Bell was elected as Vice Chair and signed the Declaration of Acceptance of Office.

490 Apologies

There were no apologies received.

491 2020/2021 Report by the Parish Council Chair

Cllr Kevin Parry reported:

Welcome & Congratulations

I would first like to welcome and congratulate the Councillors who have been re-elected and give a warm welcome to those newly elected.

I would like to pay thanks for our former Councillors, Oladapo Ibitoye, Adam Hunt, Bazil Solomon for their service on the Parish Council.

The last Parish Council year has been like no other due to the Covid 19 virus. In these challenging times we adapted and managed to deliver all our services with no impact to residents. We have seen a massive increase in household waste being dumped in our bins.

Last Year

Last year we:

- Cut the grass 15 times

- Added more bins
- Improved Shaftesbury Lake
- Invested in plants
- Added our weekly pavement sweeps
- Carried out weekly litter picks
- Improved our play equipment
- Further bush and tree work including more up-lifting of trees to enhance the area. This also included the roundabouts.
- Replaced the website with a more user-friendly site
- We received a good audit report which is excellent news
- We have provided a visual positive difference to our community.

Year Ahead

We will:

- Continue to deliver our standard works programme but we will also have our full summer bush works programme, as agreed in our budget earlier this year.
- We will add more bins.
- We will invest more money in play equipment and plans and designs are being draw up.

We said we will make year on year improvements and we are delivering on our promise.

As a parish we have delivered this over £60 cheaper than our neighbouring parish.

Our programme and strategy are working and we continue to deliver for the residents.

492 Declaration of Interest & Applications for Dispensation

Cllr Bell made a declaration that he is a trustee of the Liden Library.

493 Minutes of the Previous Meeting

It was **RESOLVED** that the minutes of the Parish Council Meeting on 15th March 2021 were approved as a correct record.

494 Public Questions

A resident queried whose responsibility was the Shaftesbury lake path, it was confirmed that SBC are responsible for the path.

495 Schedule of Payments

It was **RESOLVED** that the Schedule of Payments which appears as Appendix A in the Minute Book be approved – invoices for April 2021 (£25,881.35) and invoices for May 2021 (£17,306.20) as approved by Council.

496 Bank Reconciliations and Accounts

The Clerk submitted Bank Reconciliation and Accounts for April 2021, a copy of which appears as Appendix B in the Minute Book.

It was **RESOLVED** that the Bank Reconciliation and Accounts which appears as Appendix B in the Minute Book be approved.

497 Granted Planning Permission

To note a Grant Advertisement Consent has been granted for a display of double-sided advertising panel into bus shelter at Bus Shelter Outside 10 Northfield Way, Nythe Swindon SN3 3NJ. 1. This approval shall be in respect of Location Plan (1:1250), INSIGNIA 3 BAY MK1 WITH DRU dwg no. 8356_MK1_DRU and Site Photo received by the Local Planning Authority on the 2nd February 2021. Reason: To define the scope of the development hereby permitted. 2. The illumination of the advertising panel hereby granted consent shall be static and not intermittent. Reason: In the interests of amenity and highway safety. 3. The illumination of the advertising panel hereby permitted shall not exceed 284 cd/m². Reason: In the interests of amenity and highway safety 4. The advertising panel shall only be displayed concurrently with or after the installation of the bus

shelter. Reason: In the interests of amenity and highway safety S/ADV/21/0216/CHHO
www.swindon.gov.uk/planning Informatives 1. CIL - Outside Meaning of Development: The development proposed does not constitute Community Infrastructure Levy (CIL) liable development as the proposed works fall outside the 'meaning of development' for CIL purposes in accordance with the Community Infrastructure Levy (England and Wales) CIL Regulations 2010 (as amended) Regulation 6. Cllr Woodham clarified the position of the bus shelter.

To note Granted Planning Permission has been given for the Erection of single storey side/ rear extensions at 42 Blackstone Avenue, Eldene Swindon SN3 6DN.

The development hereby permitted shall be begun before the expiration of three years from the date of this permission. Reason: To comply with the requirements of Section 91 (1) of the Town & Country Planning Act 1990. 2. The development hereby permitted shall be constructed using external facing materials that match and correspond with those of the existing buildings. Such facing materials shall be retained thereafter in their approved form. Reason: To ensure that the appearance of the development is satisfactory. 3. This approval shall be in respect of Unnumbered Site Location Plan; Drawing No.2173/1 Existing and Proposed Plans received by the Local Planning Authority on 28 January 2021 Reason: To define the scope of the development hereby permitted, in accordance with section 72 of the Town and Country Planning Act 1990. S/HOU/21/0187/RACH www.swindon.gov.uk/planning Page 2 of 3 Informatives 1. CIL - Reg. 42 Exemption for Minor development: Whilst the development generates a net gain in floor space and is Community Infrastructure Levy (CIL) liable, it is exempt from CIL liability under CIL Regulation 42, as it constitutes minor development for the purposes of calculating CIL liability because the proposed extensions floorspace is below 100 sqm GIA. 2. The granting of planning permission does not authorise you to carry out any works on, over or under your neighbour's land or property without first obtaining their consent. 3. The applicant is advised to ensure that surface water run off should not drain onto adjoining properties.

To note Grant Advertisement Consent given for Display of 4 no. fascia signs , 1 no. Projecting sign and 2 no. vinyl signs, at Tesco Express, Liden Centre Liden Swindon SN3 6HP.

This approval shall be in respect of Site Location Plan (1:1250), Existing Site Plan dwg no. 02_3062_02A, Existing Plan dwg no. 02_3062_02B, Proposed Plan dwg no. 02_3062_02C, Existing Elevation dwg no. 03_3062_03A, Proposed Elevation dwg no. 03_3062_03B, Application Form, all received by the Local Planning Authority on the 17th February 2021. Reason: To define the scope of the development hereby permitted, in accordance with section 72 of the Town and Country Planning Act 1990. 2. The maximum luminance of the illuminated signs hereby granted consent shall not exceed 350 cd/m². Reason: In the interests of amenity and highway safety. 3. The illumination of the signage hereby granted consent shall be static and not intermittent. Reason: In the interests of amenity and highway safety. Informatives 1. CIL - Outside Meaning of Development: The development proposed does not S/ADV/21/0298/CHHO www.swindon.gov.uk/planning constitute Community Infrastructure Levy (CIL) liable development as the proposed works fall outside the 'meaning of development' for CIL purposes in accordance with the Community Infrastructure Levy (England and Wales) CIL Regulations 2010 (as amended) Regulation 6.

To note planning permission granted for Demolition of existing bungalow and erection of 2no. detached dwellings and associated works, at 3 Elmore, Eldene Swindon SN3 3TL.

The development hereby permitted shall be begun before the expiration of three years from the date of this permission. Reason: To comply with the requirements of Section 91 (1) of the Town & Country Planning Act 1990. 2. This approval shall be in respect of the following drawings: Drawing No.001 Site Location Plan Drawing No.150 Rev C Proposed Site Plan Drawing No.155 Rev B Proposed Floor and Elevation Plans Drawing No.160 rev D Street Scene and Site section Drawing No. Cycle Store Rev A received by the Local Planning Authority on 15 February 2021 Reason: To define the scope of the development hereby permitted, in accordance with section 72 of the Town and Country Planning Act 1990. 3. Prior to the commencement of works on site in connection with the development hereby permitted, details of all external facing materials shall have first been submitted to and approved in writing by the Local Planning Authority. The development hereby permitted shall be carried out in accordance with these approved details. Reason: To ensure that the appearance of the development is satisfactory. S/20/1713/RACH

www.swindon.gov.uk/planning Page 2 of 6

4. The buildings hereby permitted shall not be occupied until the vehicular parking and turning facilities have been provided in accordance with the submitted plan drawing no. 150 Rev C, and those facilities shall be maintained available for those purposes thereafter. Reason: To reduce potential highway impact by ensuring that adequate parking and manoeuvring facilities are available within the site

5. Prior to the development being brought into use, details of electric vehicle charging points shall be submitted to and approved in writing by the Local Planning Authority and no occupation of the development shall occur until the approved details have been completed and thereafter maintained. Reason: To ensure that the opportunities for sustainable transport modes have been taken up

6. The development hereby permitted shall not be occupied until space has been laid out within the site for a minimum of 1 bicycles per dwelling to be parked in a secure and sheltered location, as shown in drawing numbers 165 Rev A and 150 Rev C, and such provision shall be maintained thereafter. Reason: To promote and encourage sustainable transport and travel

7. No development shall take place, including any works of demolition, until a Construction Management Plan has been submitted to, and approved in writing by, the Local Planning Authority. The approved Plan shall be adhered to throughout the construction period. The Plan shall:

- specify the type and number of vehicles;
- set out details of the parking of vehicles of site operatives and visitors;
- set out arrangements for the loading and unloading of plant and materials;
- set out arrangements for the storage of plant and materials used in constructing the development;
- set out arrangements for wheel washing facilities;
- specify the intended hours of construction operations;

Reason: To reduce the potential impact on the public highway during the site preparation and construction phase(s) of development

8. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 or any Order revoking and re-enacting that Order, the window/s on the side elevations shall be fitted with obscure glass and shall be fixed shut below a height of 1.7 metres as measured from the corresponding internal finished floor level. The windows shall be permanently retained and maintained in this form for as long as the development remains on site. Reason: In the interests of local amenity

9. Prior to the occupation of the development hereby permitted, boundary treatments shall have been installed on site in accordance with the approved plans and retained in the approved form for so long as the development hereby permitted remains on the site. Reason: In the interests of the amenity. S/20/1713/RACH

www.swindon.gov.uk/planning Page 3 of 6

Informatives

1. CIL Liable Development: This development constitutes Community Infrastructure Levy (CIL) liable development. CIL is a mandatory financial charge on development. For more information on CIL visit www.swindon.gov.uk/cil or telephone the SBC CIL Team on 01793 466289 or 466397 or email cil@swindon.gov.uk. To avoid additional financial penalties the requirements of the impact of CIL must be managed before development is commenced and subsequently payment made in accordance with the requirements of the CIL Demand Notice issued. Information on possible exemptions that may be capable of being applied for can be found at: https://www.planningportal.co.uk/info/200126/applications/70/community_infrastructure_levy and <https://www.gov.uk/guidance/community-infrastructure-levy>. CIL remains relevant in the event that planning permission is allowed by Planning Appeal

2. In the interests of safety, the applicant is recommended to incorporate fire prevention measures within the development, such as sprinkler systems. Further advice can be obtained from Wiltshire Fire Brigade by visiting www.wfb.org.uk

3. In addition to this consent, please contact gazetteers@swindon.gov.uk or ring 01793 466271 for information and advice regarding the registration of new or revised property addresses. The naming of streets and addressing of properties within the Borough, is controlled by Swindon Borough Council under the Town Improvement Clauses Act 1847. The Act is used to make sure that any new street names, building names and numbers are allocated logically and that a unique and unambiguous address is provided for every property within the borough

4. Notwithstanding any detail on the approved plan this consent does not convey any permission to undertake works within the highway. Therefore, the applicant is advised to obtain further advice which can be accessed via the link below: http://www.swindon.gov.uk/download/downloads/id/737/information_-_vehicle_crossing_application_guidelines.pdf

5. The weather will have an impact on construction sites which in turn will require roads to be swept in addition to using wheel wash facilities. Swindon

Borough Council are on winter service alert for gritting roads around the Borough from mid-October to mid-April each year, the treated roads are shown on the attached plan. The de-icing material used for road treatment by this council is Thorox, this material is rock salt treated with an agricultural by-product similar to molasses and has the advantage of being active on the carriageway for up to three days providing there is no substantial precipitation or sweeping. It is imperative that any salt removed from the treated network by sweepers clearing mud and debris is replaced straight away at a spread rate of 15g/m². Where a sweeper is used on the roads around your site, you have a responsibility to retreat roads after washing or sweeping to ensure safety of road users is maintained during the winter period. In order to assist with this retreatment, Swindon Borough's Highway Operations Team can provide a filled grit bin at a cost available on request for use by developers, it should be noted that once delivered the bin and its contents will be in the property of the developer.

To note planning permission granted for an erection of a single storey side extension and new roof to existing conservatory at 48 Ashbury Avenue, Nythe Swindon SN3 3LY.

CIL - Reg. 42 Exemption for Minor development: Whilst the development generates a net gain in floor space and is Community Infrastructure Levy (CIL) liable, it is exempt from CIL liability under CIL Regulation 42, as it constitutes minor development for the purposes of calculating CIL liability because the proposed extensions floorspace is below 100 sqm GIA. 2. There is a risk that bats may occur at the development site. Many species of bat depend on buildings for roosting, with each having its own preferred type of roost. Most species roost in crevices such as under ridge tiles, behind roofing felt or in cavity walls and are therefore not often seen in the roof space. Bat roosts are protected all times by the Conservation of Habitats and Species Regulations 2017 (as amended) even when bats are temporarily absent because, being creatures of habit, they usually return to the same roost site every year. Planning permission for development does not provide a defence against prosecution under this legislation or substitute for the need to obtain a bat licence if an offence is likely. If bats or evidence of bats is found during the works, the applicant is advised to stop work and follow advice from an independent ecologist or to contact the Bat Advice Service on 0845 1300 228, email enquiries@bats.org.uk or visit the Bat Conservation Trust website. 3. It is noted that the proposed development triggers a requirement for the provision of a EVCP in accordance with the adopted parking standards 2021 and the applicant is encouraged to install an EVCP at their earliest convenience.

To note planning permission granted for a Conversion of existing garage into living accommodation, at 12 Northfield Way, Nythe Swindon SN3 3NJ.

The development hereby permitted shall be begun before the expiration of three years from the date of this permission. Reason: To comply with the requirements of Section 91 (1) of the Town & Country Planning Act 1990. 2. This approval shall be in respect of Unnumbered Location Plan: Unnumbered Block Plan; Drawing No. 21/1498/01 Existing and Proposed Plans received by the Local Planning Authority on 24 February 2021 Reason: To define the scope of the development hereby permitted, in accordance with section 72 of the Town and Country Planning Act 1990. 3. The development hereby permitted shall be constructed using external facing materials that match and correspond with those of the existing buildings. Such facing materials shall be retained thereafter in their approved form. Reason: To ensure that the appearance of the development is satisfactory. S/HOU/21/0343/RACH www.swindon.gov.uk/planning Page 2 of 3 4. The development hereby permitted, shall not be occupied at any time other than as part of the main dwelling house and not as an independent residential unit. Reason: In the interest of amenity and the site is unsuitable to accommodate an additional residential unit. Informatives 1. CIL - Reg. 42 Exemption for Minor development: Whilst the development generates a net gain in floor space and is Community Infrastructure Levy (CIL) liable, it is exempt from CIL liability under CIL Regulation 42, as it constitutes minor development for the purposes of calculating CIL liability because the proposed extensions floorspace is below 100 sqm GIA. 2. Whereas the approved unnumbered block plan shows detached garage proposals, this approval does not include the detached garage proposal. To note planning permission granted at 13 Compton Close, Eldene Swindon SN3 6DW for an Erection of a single storey rear extension.

Informatives 1. CIL - Reg. 42 Exemption for Minor development: Whilst the development generates a net gain in floor space and is Community Infrastructure Levy (CIL) liable, it is exempt from CIL

liability under CIL Regulation 42, as it constitutes minor development for the purposes of calculating CIL liability because the proposed extensions floorspace is below 100 sqm GIA. 2. The granting of planning permission does not authorise you to carry out any works on, over or under your neighbour's land or property without first obtaining their consent. Director of Strategic Development Date: 30th April 2021 S/HOU/21/0418/RACH www.swindon.gov.uk/planning Page 3 of 3 Notes "The Local Planning Authority", and "the application" referred to within this notice, are described on page 1 of this notice. The conditions have been imposed for the reasons set out within this notice. If the Applicant is aggrieved by the decision of the Local Planning Authority to grant permission for the proposed development with conditions, the applicant may appeal to the Secretary of State in accordance with section 78 of the Town and Country Planning Act 1990, within 12 weeks of the date of the decision. Appeals must be made on a form that is obtainable from the Secretary of State at The Planning Inspectorate, Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN or alternatively you may appeal online at <https://www.gov.uk/government/organisations/planning-inspectorate> The Secretary of State can allow a longer period for giving notice of an appeal, but will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal. The Secretary of State need not consider an appeal if it seems to the Secretary of State that the Local Planning Authority could not have granted planning permission without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under a development order. In practice, the Secretary of State does not refuse to consider appeals solely because the Local Planning Authority based their decision on a direction given by the Secretary of State. If the permission to develop land is granted with conditions, the owner of the land may claim that the owner can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted. In these circumstances, the owner, may serve a purchase notice on the Council. This notice will require the Council to purchase the owner's interest in the land in accordance with the provision of Chapter I of Part 6 of the Town and Country Planning Act 1990.

498 Refusal of Planning Permission

To note Refusal of Certificate of Lawful Development (Certificate of lawfulness (Proposed) for use as a Class 3(b) dwelling.) At 8 Carroll Close, Liden Swindon SN3 6JH. Swindon Borough Council as Local Planning Authority, under the provisions of Part III of the Town & Country Planning Act (as amended) DO HEREBY REFUSE A CERTIFICATE OF LAWFUL USE OR DEVELOPMENT. This certificate is in respect of the PROPOSED development described above in the first schedule in respect of land specified in the second schedule and in respect of drawings detailed in the informatives section below. Reason(s) 1. The proposal would result in the subdivision of the existing dwelling creating two separate units of accommodation with self-contained facilities, which constitutes development under Part 55 (1) of the Town and Country Planning Act 1990 as confirmed by Part 55 (3) (a) of the Town and Country Planning Act 1990 and therefore requires planning permission. The proposed use does not fall under Use Class C3b) as the occupants receiving care cannot be regarded as living together as a single household. The development is not lawful development and a certificate of lawful development cannot be issued. S/LDP/21/0134/CHHO www.swindon.gov.uk/planning Informatives 1. This decision shall be in respect of Site Location Plan 8CC/PP/01, Existing Ground Floor Plan CAR-459/PL/02, Existing First Floor Plan CAR-459/PL/04, Proposed Ground Floor Plan CAR-459/PL/03, Proposed First Floor Plan CAR-459/PL/05, Proposed Block Plan 8CC/PP/02, Planning Statement, Application Form all received by the Local Planning Authority on the 20th January 2021.

499 Litter Bins

Extra Litter bin requests had been received for Conan Doyle Walk Park, Eldene by the River Cole and at Nythe, location to be confirmed.

It was **RESOLVED** to provide 3 new litter bins – Clerk will circulate a copy of the current list of bins.

500 Insurance Renewal

The council formally considered the level of Insurance required for NEL Parish Council due for renewal on the 8th June 2021. It was **RESOLVED** that the level of insurance was adequate and to accept the lowest quotation of £1,026.01 for Pen Underwriting. Payment of the invoice was also approved unanimously.

501 Youth Service Update

Progress update from Cllr Parry.

Barbara and Kevin Parry have met with a Youth Worker, Nationwide, another Children's Services professional, Wiltshire Youth, Shirley Ludford and Voluntary Action Swindon to gain a better understanding of how best to set up the group.

Wiltshire Youth advised the best course of action would be to register as a charity to be able to access additional funding streams and for longevity of the project.

We have been advised to contact Wiltshire Community Foundation to discuss potential funding from the Oakfield development and/or Covid recovery.

We have had some equipment donated to us – a three in one pool, air hockey, table tennis table (this has been delivered to Liden Library) plus an additional slightly smaller air hockey table waiting for us in a kind resident's garage.

We have secured two Trustees to date and continue to seek additional Trustees.

We await the outcome of the SBC mapping exercise.

502 Liden Library

Cllr Bell updated on the Proposed Strategy

Objective

To keep the library open as a resource for the community, without imposing significant financial cost on NEL.

In Year 1 stabilise operation and develop vision for the future

Process

Agree in principle that NEL take on the management of Liden Library (17th May 2021)

Increase NEL Library working group (17th May 2021)

Achieve better understanding of finance numbers (by June meeting)

For instance:

- What is the payment to the church for?

- Breakdown of income and expenditure to and from SBC

- Confirmation of future costs from SBC

- Confirm future costs from Biblioteca

Decision on whether to take it on (June 2021 meeting)

Appoint further trustees from NEL (two or three) (June 2021 meeting)

Re-open as soon as Covid restrictions and management structure allow

- One-off clean and then regular cleaning (NEL or Opendoor)

- SBC to provide librarian and books

- Opendoor to restart café

- Re-instate Biblioteca (require new machine – negotiation required)

- Look for volunteers

- Re-instate other users

Start monthly reporting (NEL Meeting or e-mail) for first three months.

After discussion Cllrs agreed to continue to support and work with the library trust and Cllrs Flux, Davies, Hawson and Vallender will join the working group.

- 503 Nythe Allotments**
 Cllr Parry confirmed that the lease agreement was originally set up under personal names. It was **RESOLVED** to change the lease name to NEL Allotments Society with no changes to the agreement. Invoice to be created for the annual peppercorn rent of £5.00.
- 504 Internal Audit**
 The internal audit report for 2020-21 was reviewed and approved. The recommendations regarding VAT and NI were correctly recommended and have since been identified as a non-issue by the auditor. The recommendations for the insurance cover for 2021/22 and the Asset Register were both covered and resolved under separate agenda items at this meeting.
 Cllr Davies queried assertion M of the internal auditor’s report. The RFO clarified the meaning of “not covered” in relation to assertion M.
- 505 AGAR Sign off**
 a) It was **RESOLVED** to approve Section 1 of the Annual Governance Statement for 2020/21 - voted 7 for and 1 abstention. Proposal carried.
 b) It was **RESOLVED** to approve Section 2 Accounting Statements for 2020/21 - voted 7 for and 1 abstention. Proposal carried.
 c) It was **RESOLVED** to agree the dates of 14 June to 23 July 2021 for the Period for the Exercise of Public Rights.
- 506 Asset Register**
 The Asset Register was formally reviewed, for completeness and accuracy. It was **RESOLVED** to approve the Asset Register.
- 507 Planning Committee**
 It was **RESOLVED** to set up a planning committee with delegated powers to respond to planning applications on behalf of NEL Parish Council and approve the Terms of Reference. The committee will publish agenda and minutes and committee meetings will be held in public. Five members of the committee were confirmed as Cllrs Bell, Stubbs, Perkins, Woodham and Vallender.
- 508 Contractor Payment Approval**
 It was **RESOLVED** to approve the payment of scheduled maintenance contractor invoices which are received between meetings. It was confirmed that the maintenance contract was previously approved and budgeted for.
- 509 Date of Next Meeting**
 It was **RESOLVED** to make changes to the dates of forthcoming meetings as below:
 Monday 21st June 2021 changed to Thursday 24th June 2021.
 Monday 13th December 2021 to Tuesday 14th December 2021.
 Monday 21st March 2022 to Tuesday 22nd March 2022.
 6 voted for, 1 against and 1 abstention. Proposal carried.

The meeting closed at 20.00

Signed

Date.....
 Chair of the Council