

# SHERSTON PARISH COUNCIL

## MINUTES OF SHERSTON PARISH COUNCIL HELD ON THURSDAY 8<sup>th</sup> March 2018 at 7.30PM, IN SHERSTON VILLAGE HALL

### PRESENT:

Chairman Mr J Matthews (JM)  
Vice-Chairman Mr G Morris (GM)  
Councillors Mr T Weedon (TW), Mr S Magee(SM), Mr G Robinson (GR)  
Mrs M Jolliffe (MJ), Mr P Cutcher (PC) Mr G Hayman (GH)  
Mr T Moody (TM), Mr M Smith (MS)

Attending Clerk

Cllr J Thomson was present.

Item
<b>01-03-18 - APOLOGIES FOR ABSENCE</b> <ul style="list-style-type: none"><li>Apologies were sent from Ms N Fisher (NF) &amp; Mrs T Burgess (TB)</li></ul>
<b>02-03-18 - DECLARATIONS OF INTEREST</b> <ul style="list-style-type: none"><li>JM – Planning</li></ul>
<b>03-02-18 - TO APPROVE THE MINUTES OF THE PREVIOUS MEETING'S</b> <ul style="list-style-type: none"><li>8<sup>th</sup> February 2018</li></ul> <b>Resolved</b> – Agreed by All and signed by the Chairman.
<b>04-03-18 – WILTSHIRE COUNCIL REPORTS</b> <ul style="list-style-type: none"><li>Cllr J Thomson advised that funds were available for the school to recruit a Lollipop employee</li><li>Area Board meeting 14<sup>th</sup> March</li></ul>
<b>05-03-18 - OUTSTANDING ACTIONS</b> <ul style="list-style-type: none"><li>Neighbourhood Plan - Currently in the consultation stage, drop in sessions have been arranged for the 10 and 17 March 2018</li><li>Notice Board – Purchased and delivered to JM awaiting to erect</li><li>Website – Revised wording and structure sent to the designers awaiting feedback</li><li>Logo – Proposed Logo competition draft poster issued, awaiting feedback confirmation</li></ul>
<b>06-03-18 - PLANNING – NEW APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS</b> <ul style="list-style-type: none"><li>Appendix A</li></ul>
<b>07-03-18 FINANCIAL REPORT</b> <ul style="list-style-type: none"><li>Financial report Noted</li></ul>
<b>Agenda Item 10.4 brought forward</b>
<b>10-03-18.4 – NORTH LEGACY WORKING GROUP</b> <p>JM reported that the North Legacy working group had met on the 1<sup>st</sup> March 2018 and discussed the Aim, Requirements and Conditions to be proposed at Full Council for the North Legacy Fund.</p> <ul style="list-style-type: none"><li>Aim – Benefit the children of Sherston PC</li><li>Requirements - Provide a Lasting Legacy</li><li>Conditions – To fund Capital Projects and <u>NOT</u> Revenue Projects</li></ul> <p>The Aim, Requirements and Conditions were discussed and <b>Resolved by All</b> to form the structure and enable</p>

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the decision process for any applications received.

The clerk advised that a draft Donation and Grant Policy had been circulated with the view to implementing a structured process going forward, it was Resolved that the Policy would be reviewed and added to the April Agenda for adoption.

JM reported that emails had been received from Scouts and the Preschool asking to be considered for North Legacy funding.

JM advised that a written request had been received requesting funding of £50,000.00 for Teaching Assistant support for children in need of extra help at Sherston School , the written request had been reviewed at the working group. Following a formal discussion it was **Resolved and Agreed by All** that applications for the fund must be for capital projects and not revenue projects to ensure a lasting legacy for any investment, as a result of this the application for Sherston School did not meet the requirements of the Legacy Fund due to the Revenue aspect of the request and was therefore declined.

### **08-03-18 – PLAY PARK - RECREATIONAL GROUND**

Following a lengthy discussion it was **Resolved** to Earmark £150,000.00 for the Redevelopment, Purchase and Installation of new play equipment and required groundwork for the recreational ground, the vote was carried with the majority verdict with 6 in favour and 4 against.

#### **Noted**

- Tender requests for the contract to be issued
- Consultation to be held and results to be reported back to Full Council
- Working Group to be held 19<sup>th</sup> March 2018
- Pre planning application to be submitted

### **09-03-18 – PARISH MAINTENANCE**

- Noted the Parish warden is not available to complete any work for the next 4 weeks.

### **10-03-18 – WORKING GROUPS**

1. Environment and Parish Lands – Requests for new tenders to be administered
2. Recreational - Agenda Item 8
3. Footpaths – The new gates would be installed when the weather is suitable
4. North Legacy – Agenda Item brought Forward

### **11-03-18 – ASSET REGISTER**

- **Resolved** to adopt the Asset Register prepared by the Clerk – All Agreed.

### **12-03-18 – INTERNAL AUDIT**

- Resolved to appoint Auditing Solutions to complete the 2017/18 Internal Audit.

### **13-03-18 – ELECTRIC CHARGING POINTS**

- Noted communication received for the supply of car electric charging points.

### **14-03-18 – LOCAL PLAN CONSULTATION**

- Resolved no comments to be submitted.

### **15-03-18 – ACCOUNT FOR PAYMENT**

- Clerk's Wages @ 65 Hrs Per Month
- Clerk's Office Allowance £50.00
- Clerks Mileage £ 21.60
- A W Services - £500.00 & £500

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- Water 2 Water - £17.84
- Complete Product Company - £655.21
- Unicorn Office Products - £94.25
- Ordnance Survey LTD - £57.00
- P Cooper - £57.60

**Resolved** – All Agreed to pay the scheduled payments.

### **16-02-18 - FORTHCOMING BUSINESS**

- Internal Financial Policies
- Risk Assessment
- Standing Orders / Financial Regulations review
- Grant / Donation Policy
- 12 Month Parish Plan
- Parish Councilor Vacancy

Noted

DATE OF NEXT MEETING – 12<sup>th</sup> April 2018

There being no further business the meeting closed at 21:25pm

**SIGNED**

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**DATED**

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# **SHERSTON PARISH COUNCIL**

## **Appendix A**

### **Sherston Parish Council** **Planning Sub-Committee** **Minutes of Meeting Held on 8<sup>th</sup> March 2018**

The Sub-Committee met on Thursday 8<sup>th</sup> March 2018 at 1900 hrs in the Village Hall, prior to the main Council Meeting, and transacted the following business:

To review and comment on the following Planning Applications:

18/01758/FUL 6 High Street, Sherston  
Replacement of Existing Garage Doors and Windows.

**No objections at all.**

18/01913/TCA 6 High Street, Sherston  
Work on 1 Silver birch and 1 Ash Tree

**No objections.**

18/01731/FUL 24 High Street, Sherston  
Two Storey and Single Storey Extension

**No basic objections, but great care needs to be taken since the scheme seems to involve a party wall.**

18/00771/FUL Toggle House, sandpits Lane, Sherston  
Convert Existing Garage to Playroom, new Double Garage etc..

**No objections.**

18/00627/FUL The Dairy Farm, Pinkney  
Replacement of old farm building with new office building.

**No objections.**

**Graham Morris**  
**Chairman, Planning Sub-Committee**