

**MINUTES OF SHERSTON PARISH COUNCIL HELD ON THURSDAY
13th SEPTEMBER 2018 at 7.30PM, IN SHERSTON VILLAGE HALL**

Present

Chairman

Mr J Matthews (JM)

Councillors:

Ms N Fisher (NF), Mr T Moody (TM), Mrs M Jolliffe (MJ), Mrs Lucy Suggett (LS), Mr S Magee (SM); Mr A Tremellen (AT) and Mr M Smith (MS) Mr P Cutcher (PC)

Cllr J Thomson (JT) was present and 2 members of the public.

- Plans were briefly outlined for the Old Flower Shop and it was advised that the shop was due to be converted into a food photography studio.

01.09.18	<p><u>Apologies for absence and to consider the reasons given</u></p> <p>Council received apologies for absence from Mrs T Burgess (TB) and resolved to approve the reasons given.</p>
02.09.18	<p><u>Declarations of interest</u></p> <p>Members to declare any interest they may have in agenda items in accordance with the requirements of the Council's Code of Conduct.</p> <ul style="list-style-type: none"> • TM declared an interest in the Neighbourhood Plan.
03.09.18	<p><u>Exclusion of the Press and Public</u></p> <p>Resolved to agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 3.D.</p>
04.09.18	<p><u>Minutes</u></p> <p>Resolved to confirm and sign as a correct record the minutes of Sherston Parish Council Meeting held on 19th July 2018.</p>
05.09.18	<p><u>Chairman's Announcements</u></p> <ul style="list-style-type: none"> • Mobile Library – Issues regarding the parking, agreed to contact a parishioner for permission to park (NF to action) • Minutes on the Notice board – Councillors responsible for notice boards to action. • Electoral review – to be discussed at the next meeting • Wasps at the allotments – JM advised that pest Force had attended but no nest only a feeding area, work required to cut down the willows (JM to action). • Road closure documents have been sent to Wiltshire Council for remembrance parade. • Bonfire complaints received, guidelines to be sent out with a action to advise parishioners in the cliffhanger and encourage compost bins.

	<ul style="list-style-type: none"> • Mowing contract to be completed, comments made in respect of the Rec looking better and well maintained. (JM to action). • The Post Office sale is thought to be imminent. JM is informed that the potential purchaser is very keen to support the local community, the existing staff and local producers. •
06.09.18	<p><u>To hear Reports from Councillors attending Meetings of Outside Bodies to include Wiltshire Council Reports and Working Group reports</u></p> <p><u>Committee and Working Parties</u></p> <ul style="list-style-type: none"> a. Planning Committee – JM, PC, TB, AT, MJ b. General Purpose Working Party – NF c. Allotment Working Party – TM /SM d. Finance Working Party – SM / JM / MS e. Personnel Working Party – NF / JM f. Defibrillator Working Party – PC / LS g. Recreational Working Party – MS / LS – Lauren? h. Footpath Working Party – TB / NF i. Neighbourhood Plan Working Party – JM / LS / MS j. North Legacy Working Party – PC & All Councillors <p><u>Appointment of Representatives on Outside Bodies</u></p> <p>To appoint representative(s) to serve on outside bodies for the ensuing year 2018/2019.</p> <ul style="list-style-type: none"> A. School - MS B. Village Hall - AT C. Public Transport - TB D. Voluntary Sector - MJ E. Emergency Services/Planning - NF F. Snow Wardens - JM G. Area Board - JM <ul style="list-style-type: none"> • Boundary Commission – Report Noted. • NDP – JM gave a verbal update and advised that the plan had been submitted to Wiltshire Council, some amendments were required and these have been returned. <p>Resolved: That the reports are noted.</p>
07.09.18	<p><u>Outstanding Actions</u></p> <ul style="list-style-type: none"> • Website – MS gave a verbal report and advised the website was under construction, MS to liaise with the clerk for administration. • Allotments – TM advised that he and SM had visited the allotments and work was required to bring the plots up to a standard to be able to let. Recommendation made to form an allotment association, new agreements required. LS to compile a list of plots and contact details and approach the allotment representative for guidance.

	<ul style="list-style-type: none"> • Parking – Report update from PC advising that a article had gone in the Cliffhanger and progress had been made with the white lines. <p>Resolved: The reports are noted.</p>
08.09.18	<p><u>Accounts for Payment – September 2018</u></p> <p>Members to review the Schedule(s) of Accounts for Payment and authorise the payments for September 2018</p> <ul style="list-style-type: none"> • Staff Costs • Wiltshire Council £1040 • Complete Product Company - £897.75 & £444.82 & £655.21 • HMRC - £578.68 • Malmesbury Mowing - £135 & £135 & £135 & £135 & £135 • Cherry Orchard – Payroll - £57.60 • Compass Graphic - £2384.10 • P Cooper - £130.63 • Insurance - £2,882.28 • WALC - £647.99 <p>Resolved to Authorise.</p>
09.09.18	<p><u>Recreational Ground</u></p> <p>It was noted that the New play park is due to be installed week commencing 8th October 2018. PC advised that further communication will be held in respect of the MUGA.</p> <p>The clerk advised that a application had been submitted to the National lottery for a grant.</p>
10.09.18	<p><u>North Legacy</u></p> <p>PC advised that the applications had been received and would be discussed in a closed working group.</p>
11.09.18	<p><u>Planning</u></p> <p>Considered and comment on all planning applications received</p> <ul style="list-style-type: none"> • 5 Cliff Rd 18/07748/FUL – No Objection • 18/08095/FUL - Hill House, Thompson’s Hill - No Objection <p>Resolved that the agreed comments be submitted.</p>
12.09.18	<p><u>Parish Warden</u></p> <p>Clerk to submit requests from parishioners.</p>
13.09.18	<p><u>Co-Option</u></p> <p>Considered Co Option in respect of an application received from Tahiti</p>

	<p>van Rooyen.</p> <p>Resolved to Co Opt Tahiti Van Rooyen (action Clerk to send paperwork)</p>
	<p>In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 3 above refers)</p>
14.09.18	<p><u>Clerks Salary Pay Award</u></p> <p>Considered recommendations from the Clerks independent Job Evaluation and advised by SM and JM, SM advised that the Council should agree to recommendations as independent. (action JM and SM to discuss)</p>

Meeting concluded – 21:07

**Date of next meeting – Thursday 11th October 2018
Thursday 15th November 2018**

Signed as a True Record:

Date: