

**MINUTES OF SHERSTON PARISH COUNCIL HELD ON THURSDAY  
13<sup>th</sup> DECEMBER 2018 at 7.30PM, IN SHERSTON VILLAGE HALL**

Present

Acting Chairman: Mr P Cutcher (PC)

Councillors: Ms N Fisher (NF), Mrs M Jolliffe (MJ), MrS Magee (SM), Mr M Smith (MS) Mrs T Burgess (TB) Mr ATremellen (AT) Mrs T Van Rooyen (TV) Mrs Lucy Suggett (LS),

1 member of the public.

Cllr John Thomson

<b>01.12.18</b>	<p><b><u>Apologies for absence and to consider the reasons given</u></b></p> <p>Council received apologies for absence from Mr J Matthews (JM) &amp; Mr T Moody (TM)</p>
<b>02.12.18</b>	<p><b><u>Declarations of interest</u></b></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> <p>None Declared.</p>
<b>03.12.18</b>	<p><b><u>Exclusion of the Press and Public</u></b></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> <p>N/A</p>
<b>04.12.18</b>	<p><b><u>Minutes</u></b></p> <p>Resolved to confirm and sign as a correct record the minutes of Sherston Parish Council Meeting held on 15<sup>th</sup> November 2018.</p>
<b>05.12.18</b>	<p><b><u>Planning</u></b></p> <p>Considered and comment on all planning applications received.</p> <p>Resolved to submit comments to Wiltshire Council (PC)</p>
<b>06.12.18</b>	<p><b><u>Chairman's Announcements</u></b></p> <ul style="list-style-type: none"> <li>• Cyber Crime Letter – Information sent to all councillors, PC to attend the event on behalf of the Parish Council.</li> <li>• Email – Yellow Line provision in Silver street.</li> <li>• Anonymous letter - Rattlebone Inn, Sherston - Noise and Anti-Social Behaviour, advised Cllr JM has passed on the comments received.</li> <li>• My Wiltshire System reminder. To be included in the Cliffhanger.</li> <li>• Allotment Letter received regarding the size of the plots and</li> </ul>

	charges– Resolved that there will be a charge for a large and small plot only.
<b>07.12.18</b>	<p><b><u>Clerks Report</u></b></p> <ul style="list-style-type: none"> <li>• Members to receive a written report from the Clerk.</li> </ul> <p>Resolved to note the report.</p>
<b>08.12.18</b>	<p><b><u>To hear Reports from Councillors attending Meetings of Outside Bodies to include Wiltshire Council Reports and Working Group reports</u></b></p> <ul style="list-style-type: none"> <li>• PC advised that he attended the CAT G meeting.</li> <li>• Allotments – Clerks Report - I populated a letter for the rental for 2018/19 for all allotments holders and created a spreadsheet with all holders (we think we have). I have also revised the Allotment agreement with a newer version and up to date legislation and found some information on forming an allotment association. I have now sent all the letters and information out to all holders and await responses. I have gone on to produce a letter for the formation of an association and a contract for an association. The next steps would be to hold a meeting and invite all allotment holders along and move forward from there with an association once we have all the new agreements in place.</li> <li>• Neighborhood Plan – Reported that an inspector had now been appointed.</li> </ul> <p>Resolved: That the reports are noted.</p>
<b>09.12.18</b>	<p><b><u>Outstanding Actions</u></b></p> <ul style="list-style-type: none"> <li>• Website – Report Update – Cllr MS advised that a meeting had been held with the Clerk and TV and the final updates were being implemented and the website is due to go live in the next couple of weeks.</li> <li>• Parking – TB to write an article for Cliffhanger.</li> <li>• Pre-School, North Legacy Application – Report Update from Sara, clerk to send Procurement guidelines to PC and SS along with the regulations required for awarding contracts.</li> <li>• Scouts, North Legacy Application – Report Update from PC, advised that a meeting had taken place and the refurbishment requirements had been advised, further consideration to the requirements will be needed.</li> <li>• PC advised that a meeting had been held with the school to provide the feedback requested from the application to the North Legacy.</li> </ul> <p>Resolved: The reports are noted.</p>

<b>10.12.18</b>	<p><b><u>Accounts for Payment –December 2018</u></b></p> <p>Members reviewed the Schedule(s) of Accounts for Payment and authorised the payments for November 2018</p> <ul style="list-style-type: none"> <li>• Staff Costs</li> <li>• Patrick Cooper £57.60 + £16.40</li> <li>• CPC - £755.86</li> <li>• Room Hire - £48.00</li> <li>• Compass Graphic – Website - £1018.00</li> </ul>
<b>11.12.18</b>	<p><b><u>Recreational Ground</u></b></p> <p>Members discussed and resolved the goal nets at the Rec and agreed for the nets to be stored away and the safety matting should be installed at the goal mouths.</p> <p>PC advised that further communication will be held in respect of the MUGA and an article will be placed in the Cliffhanger.</p>
<b>12.12.18</b>	<p><b><u>Parish Warden</u></b></p> <p>TV to liaise with the Parish warden over the work required, advised that the warden would be in Sherston on the 18<sup>th</sup> December</p> <p>LS to arrange for the hedges at the allotment to be trimmed.</p>
<b>13.12.18</b>	<p><b><u>SOSCIC Donation</u></b></p> <p>Members to consider how the donation received of £5,000 should be spent.</p> <p>To be discussed in the New Year, recommendation received in respect to the entrance of the Rec.</p>
<b>14.12.18</b>	<p><b><u>Budget 2019/20</u></b></p> <p>Members gave delegated powers to the Clerk and SM to consider the budget and precept for 2019/20 and report to the January meeting.</p>
<b>15.12.18</b>	<p><b><u>Boules Container</u></b></p> <p>Members considered a request for the purchase of a shipping container at a cost of £2,706 for the storage of equipment.</p> <p>Resolved to purchase.</p> <p>Members considered accepting a donation towards the purchase of the container of £2,255.</p> <p>Resolved to accept the donation.</p>
<b>16.12.18</b>	<p><b><u>Emergency Plan Update</u></b></p>

	<p>Members considered updating the emergency plan as the current information is out of date.</p> <p>Resolved MS, TV, and MJ to revise the document and update accordingly at the next meeting.</p>
<b>17.12.18</b>	<p><b><u>Twinning</u></b></p> <p>Members to consider the potential of Twinning as requested from MS, verbal support received, MS to approach the Twinning Association at Malmesbury and report back.</p>

**Meeting concluded – 21:27**

**Date of next meeting – Thursday 10<sup>th</sup> January 2018**

**Signed as a True Record:**

**Date:**