



Chairman: Tanya Burges

All Council Meetings are open to the Public and Press

3rd June 2021

To: All Members of Sherston Parish Council

Dear Councillor,

You are summoned to the Meeting of the Parish Council, on **Thursday 10th June 2021 at 7.30pm**. The meeting will be held electronically. To join the meeting via Zoom, please use the following login details: Meeting ID. 682 869 3064 Password 275404

<https://us02web.zoom.us/j/6828693064?pwd=Y25zZC9TNjJRVHhiUVk3OE1WUXBtdz09>

The meeting will consider the items set out below.

Donna Ford
Parish Clerk

Before the meeting there will be a public session to enable the electorate of Sherston to ask questions, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question, or may appear as an agenda item for the next meeting. Members of the Public are asked to restrict their comments, and/or questions to three minutes.

Fire Safety – Evacuation Procedure / Recording Protocol

The Committee is requested to note the fire safety procedure and the Parish Council's recording protocol.

7.30pm

Welcome

Public Question Time

This section (at the chairman's discretion may last up to 20 minutes) is not part of the formal meeting of the Council and minutes will not be produced.

AGENDA

10th June 2021 – 7:30pm – Zoom

1.	<u>Apologies for absence</u> Council to receive apologies for absence.
2.	<u>Declarations of interest</u> Members to declare any interest they may have in agenda items in accordance with the requirements of the Council's Code of Conduct.
3.	<u>Exclusion of the Press and Public</u> To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 3.D.
4.	<u>Minutes</u> To confirm and sign as a correct record the minutes of Sherston Parish Council Meeting held on 13 th May 2021.
5.	<u>Chairman's Announcements</u> <ul style="list-style-type: none">• Members to receive a written report from the Chairman.
6.	<u>Clerks Report</u> <ul style="list-style-type: none">• Members to receive a written report from the Clerk.

7.	<p><u>Planning</u></p> <p>Consider and comment on all planning applications received up to and including the date of the meeting.</p> <p><u>PL/2021/04661.</u> Holy Cross Church Tree works: Fell dead Hawthorn, 2 Ash trees and 1 Cherry.</p> <p><u>PL/2021/03774.</u> 15 Easton Square. 2 story side extension, pitched roof Single story rear extension, flat roof Reconfiguration of Roof to Porch.</p> <p><u>PL/2021/03927.</u> Plain Farm, Easton Grey Single storey timber orangery.</p> <p><u>PL/2021/04082.</u> 18 The Tarters Single storey rear extension.</p>
8.	<p><u>To hear Reports from Councillors attending Meetings of Outside Bodies to include Wiltshire Council Reports and Working Group reports</u></p> <p>To receive written reports from Councillors who have represented the Council at meetings of outside bodies.</p>
9.	<p><u>Outstanding Actions</u></p> <ul style="list-style-type: none"> • The High Street Phone Box. • Commemorative Plaques • Website Review • Bins at the Recreational Ground
10.	<p><u>Accounts for Payment – June 2021</u></p> <p>Members to review the Schedule(s) of Accounts for Payment and authorise the payments for June 2021</p> <ul style="list-style-type: none"> • Staff Costs • Patrick Cooper • Malmesbury Mowing - £135 & £135 & £30 • CPC - £623.81 • Jill Woodward – Plants for the planter and pare for agendas - £33.35 • Royal Mail - £18.00
11.	<p><u>Recreational Ground</u></p> <p>Members to consider the quote for any required work at the recreational Ground.</p>

12.	<p><u>Sports Field</u></p> <ul style="list-style-type: none"> • Members to consider correspondence received regarding the strip of land west at the sports field. • Members to consider bringing the building utility supplies into Parish Council ownership, with the Chair of the Sports Field working group responsible for the recovery of those costs from the end user. • Members to consider reimbursing the football club £2,312.43 for the cost of materials used in the renovations of the pavilion. The building is owned by the Parish Council and the work supplied by the football club has saved many thousands of pounds of Parish Council funds if the building were to be commercially renovated, or demolished.
13.	<p><u>Tree Planting</u></p> <p>Members to consider Tree Planting for Jubilee.</p>
14.	<p><u>Website and IT Requirements</u></p> <p>Members to consider a report from the Coms working group to include decisions on.</p> <ul style="list-style-type: none"> • Purchase of a new laptop and set up costs including Office 365 for the Clerk • Website requirements • IT management • Website and emailing hosting including management • Shared data base for members including contact database • Councillor email addresses
15.	<p><u>Housekeeping</u></p> <p>Members to agree suggestions to improve the Parish Councils overall approach to administration.</p>

Date of Next meeting – 8th July 2021