

**MINUTES OF SHERSTON PARISH COUNCIL HELD ON THURSDAY
14th March 2019 at 7.30PM, IN SHERSTON VILLAGE HALL**

Present

Chairman: Mr J Matthews (JM)

Councillors: Mrs M Jolliffe (MJ) Mr M Smith (MS) Mr T Moody (TM) Ms N Fisher (NF) Mr P Cutcher – Vice Chair (VC) Mrs Lucy Suggett (LS)

4 members of the public present.

01.03.19	<p><u>Apologies for absence</u></p> <p>Council received apologies for absence from Mr A Tremellen (AT), Mrs T Van Rooyen (TV), Mrs T Burgess (TB) & Mr S Magee (SM),</p> <p>Wiltshire Councillor J Thomson</p> <p>Resolved: To note the apologies.</p>
02.03.19	<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.
03.03.19	<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> <p>N/A</p>
04.03.19	<p><u>Minutes</u></p> <p>Resolved to confirm and sign as a correct record the minutes of Sherston Parish Council Meeting held on 14th February 2019.</p>

05.03.19	<p><u>Planning</u></p> <p>Considered and comment on all planning applications received.</p> <ul style="list-style-type: none"> • Application Number: 19/01692/FUL Site Location: Sherston Preschool Sherston Recreation Ground Green Lane Sherston Wiltshire SN16 ONP Grid Ref: 385245 186030 Proposal: Erection of 92.8sqm detached, timber-framed building for D1 educational use on Recreational ground – No Comment <p><i>Noted: The parish council had an interest in the application for the preschool.</i></p> <ul style="list-style-type: none"> • Application Number: 19/01748/TCA Site Location: Barton House Swan Barton Sherston Malmesbury Wiltshire SN16 0LJ Grid Ref: 385250 185885 Proposal: 30% Crown Reduction to Ornamental Crab Apple Tree. – No Objection • Application Number: 19/01522/FUL Site Location: 27 High Street Sherston SN16 0LH Grid Ref: 385283 185827 Proposal: New stone canopy for front door. – No Objection • Application Number: 19/01737/TCA Site Location: The Cottage 1 Gaston Lane Sherston Malmesbury Wiltshire SN16 0LY Proposal: Fell 1 Fir Tree and Reduce 1 Yew Tree by 30% - No Objection <p>Resolved: To Submit Responses (VC)</p>
06.03.19	<p><u>Chairman's Announcements</u></p> <ul style="list-style-type: none"> • Bristol Water repairs to continue through July but have assured JM that the Boules week will not be interrupted. • Grant Application received from the Village hall will be added to the next agenda for consideration. • The amount of seats on the PC is 13, two further seats will be advertised in accordance with regulations. • Boundary review – Comments to be prepared, clerk to find information and send to JM. • <p>Report updates noted.</p>

07.03.19	<p><u>Clerks Report</u></p> <ul style="list-style-type: none"> • Members to receive a written report from the Clerk. <p>Resolved to note the report.</p>
08.03.19	<p><u>To hear Reports from Councillors attending Meetings of Outside Bodies to include Wiltshire Council Reports and Working Group reports</u></p> <ul style="list-style-type: none"> • Allotment Working Group – Report Update from the Clerk and LS advising that a meeting had been set up for the 28th March for the Association Formation, the clerk has prepared all the letters and documents required. • JM attended the Area Board meeting and advised that funds are available from Highways and advised of a new community liaison officer Penny Bell. The area board had granted some money to the preschool and also given advice on computer security which VC would advertise in the Cliffhanger. • Neighbourhood Plan – JM reported more progress and advised that the referendum would be held on the 16th May, a steering group meeting was taking place on the 21st March. • Sports Field – Report Update from MS advising that a overall vision was required and that all sports clubs within the Parish would be involved, MS to arrange a meeting and report back. <p>Resolved: That the reports are noted.</p>
09.03.19	<p><u>Outstanding Actions</u></p> <ul style="list-style-type: none"> • Scouts, North Legacy Application – Report Update VC – A required provision list had been provided to PC by the scouts, VC advised the list would be worked through in order of priority once the funding for the preschool had been established. • Twinning – Further information to be gained by MS and reported back at the next VC meeting. • Consultation for the hard standing in the play area – VC advised that there is a desire to have some hard standing as the current area is well used and this would be looked at in the pre school plans and reported to the next meeting. • Emergency Plan – Ms, TV, MJ, JM are currently updating. <p>Resolved: The reports are noted.</p>

10.03.19	<p><u>Accounts for Payment –December 2018</u></p> <p>Members reviewed the Schedule(s) of Accounts for Payment and authorised the payments for March 2019.</p> <ul style="list-style-type: none"> • Staff Costs • Compass Graphic Design – Website building - £2344.80 + £72.00 • P Cooper £57.60 • Viking – Stationery / Stamps - £244.14 • CPC - £428.55 • Heartbeat - £147.60 <p>Noted: The cheque from the Elizabeth Hodges Trust has been received.</p>
11.03.19	<p><u>Pre School</u></p> <p>VC advised that the agreement proposed needed to be looked at by solicitors and the VAT implications would be investigated by SM and reported back to council.</p> <p>Some concerns had been raised as a result of the planning application and the extra traffic down Green Lane and the safety of the children using the Rec. VC advised that the PC would work with Wiltshire Council and take on board recommendations. A decision is due on the planning application on the 15th April. VC had also asked Pumpkins to define the term wrap around care and the extent of the care provided.</p>
12.03.19	<p><u>Fun in the Sun</u></p> <p>Members considered a request to hold Fun in the Sun in Sherston.</p> <p>Resolved: Accept the request, LS to act as key holder and representative, JM as a second contact.</p>
13.03.19	<p><u>Recreational Ground</u></p> <p>Discussed required work for the recreational ground including the wall and entrances.</p> <p>Resolved: LS to obtain a further quote and appoint the cheapest contractor to repair the wall and advise members when the work commences.</p> <p>Members to consider parking on the Rec whist Bristol water complete works to the Village.</p> <p>Resolved: No additional parking on the Rec to be granted whist the work is carried out.</p>

14.03.19	<p><u>Request to Plant two Trees</u></p> <p>Members considered a request to plant two trees on the corner of Strong's Close and Manor Close.</p> <p>Resolved: Agree in principle to the request, clerk to obtain what trees will be planted.</p>
15.03.19	<p><u>Parish Steward</u></p> <p>Considered any required work for the Parish Steward.</p> <p>Resolved: To request the pot holes in Green Lane and Court Street, TV to advise the Parish Steward.</p>
16.03.19	<p><u>Fixed Asset Register</u></p> <p>Members considered the Fixed Asset Register prepared by the Clerk.</p> <p>Resolved: To adopt the Asset Register.</p>
17.03.19	<p><u>System of Internal controls and Risk Assessment 2019/20</u></p> <p>Members considered the system of internal controls prepared by the Clerk for 2019/20.</p> <p>Resolved: To Adopt the System of Internal Controls.</p> <p>Members to consider the Risk Assessment prepared by the Clerk for 2019/20.</p> <p>Resolved: To adopt the Risk Assessment.</p>
18.03.19	<p><u>Parking on the Rec</u></p> <p>Members considered a request to park on the Rec between the 17th – 19th May.</p> <p>Resolved: To agree to the request to park on the Rec between the 17th – 19th May 2019.</p>

Meeting concluded – 21:20

Date of next meeting – Thursday 18th April 2019

Signed as a True Record:

Date:

DRAFT