

# Sherston Parish Council

Chairman: John Matthews

## All Council Meetings are open to the Public and Press

3rd May 2019

To: All Members of Sherston Parish Council

Dear Councillor,

You are summoned to the Meeting of the Parish Council, on **Thursday 9th May 2019 at 7.30pm** in the Village Hall, Sherston. 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.

Presentation – Simon Grainger  
Paul Jarvis to address members regarding the Angel

# AGENDA

9<sup>th</sup> May 2019 – 7:30pm – Sherston Village Hall

1.	<p><b><u>Election of Chairman</u></b></p> <p>To elect a Chairman of the Council for 2019/2020. (Following election, the chairman will be invited to complete the formal statutory Declaration of Acceptance of Office).</p>
2.	<p><b><u>Election of Vice Chairman</u></b></p> <p>To elect a Vice Chairman for 2019/2020.</p>
3.	<p><b><u>Apologies for absence</u></b></p> <p>Council to receive apologies for absence.</p>
4.	<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>
5.	<p><b><u>Exclusion of the Press and Public</u></b></p> <p>To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 3.D.</p>
6.	<p><b><u>Minutes</u></b></p> <p>To confirm and sign as a correct record the minutes of Sherston Parish Council Meeting held on 18<sup>th</sup> April 2019.</p>
7.	<p><b><u>To Review and Appoint Members to serve on the Planning Committee and Working Parties</u></b></p> <ul style="list-style-type: none"><li>a. Planning Committee</li><li>b. General Purpose Working Party</li><li>c. Allotment Working Party</li><li>d. Finance Working Party</li><li>e. Personnel Working Party</li><li>f. Defibrillator Working Party</li><li>g. Recreational Working Party</li><li>h. Footpath Working Party</li><li>i. Neighbourhood Plan Working Party</li><li>j. North Legacy Working Party</li></ul>

8.	<p><b><u>To Review and Adopt the Planning Committee's - Terms of reference</u></b></p> <p>A copy of the Planning Committee's proposed terms of reference are attached.</p>
9.	<p><b><u>Appointment of Representatives on Outside Bodies</u></b></p> <p>To appoint representative(s) to serve on outside bodies for the ensuing year 2019/2020.</p> <ul style="list-style-type: none"> <li>A. School</li> <li>B. Village Hall</li> <li>C. Public Transport</li> <li>D. Community Area Partnership/Safety Group</li> <li>E. Voluntary Sector</li> <li>F. Emergency Services/Planning</li> <li>G. Snow Wardens (2)</li> <li>H. Area Board</li> </ul>
10.	<p><b><u>Sherston Parish Council – Standing Orders 2019/20</u></b></p> <p>To review standing orders for formal adoption prepared by the clerk.</p>
11.	<p><b><u>Sherston Parish Council – Financial Regulations 2019/20</u></b></p> <p>To review the Financial Regulations for formal adoption prepared by the clerk.</p>
12.	<p><b><u>Code of Conduct 2019/20</u></b></p> <p>Members to consider and adopt the Model Code of Conduct.</p>
13.	<p><b><u>Annual Investment Strategy</u></b></p> <p>To review the Annual Investment Strategy, as required by legislation.</p>

<p><b>14.</b></p>	<p><b><u>Planning</u></b></p> <p>Consider and comment on all planning applications received up to and including the date of the meeting.</p> <ul style="list-style-type: none"> <li>• Application Ref: 19/04035/TCA Application for Work to Trees in a Cons Area Proposal:- Fell 1 Cypress Summer Court, Tetbury Road North West To Junction A433, Willesley, GL8 8QX</li> <li>• 19/00966/LBC Youngs &amp; Co's Brewery PLC Rattlebone Inn Church Street Sherston Wiltshire SN16 0LR Proposed alterations to form first floor studio unit, second floor shower room to managers flat and alterations to stud walls to form cupboards.</li> </ul>
<p><b>15.</b></p>	<p><b><u>Chairman's Announcements</u></b></p>
<p><b>16.</b></p>	<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><b>17.</b></p>	<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> <p>To receive verbal reports from Councillors who have represented the Council at meetings of outside bodies.</p> <ul style="list-style-type: none"> <li>• Allotment Working Group – Report Update.</li> <li>• Neighborhood Plan – Consider any action required.</li> <li>• Sherston Sports Field – Report Update</li> </ul>
<p><b>18.</b></p>	<p><b><u>Outstanding Actions</u></b></p> <ul style="list-style-type: none"> <li>• Pre-School, North Legacy Application – Report Update.</li> <li>• Scouts, North Legacy Application – Report Update.</li> <li>• Twinning – Report Update.</li> <li>• Consultation for the hard standing in the play area – Report Update.</li> <li>• Emergency Plan – Report Update</li> </ul>

19.	<p><b><u>Accounts for Payment – May 2019</u></b></p> <p>Members to review the Schedule(s) of Accounts for Payment and authorise the payments for May 2019</p> <ul style="list-style-type: none"> <li>• Staff Costs</li> <li>• P Cooper</li> <li>• Malmesbury Mowing - £135.00 x 2</li> <li>• CPC - £514.26</li> </ul>
20.	<p><b><u>Pre School</u></b></p> <p>Members to consider the agreement between the Pre School and Parish Council.</p> <p>Members to consider advice obtained by PC in regards to the Rec.</p>
21.	<p><b><u>Recreational Ground</u></b></p> <p>Discuss and resolve any required work for the recreational ground including the wall and entrances.</p>
22.	<p><b><u>Parish Steward</u></b></p> <p>Consider any required work for the Parish Warden.</p>

**Date of Next meeting – 13<sup>th</sup> June 2019**