

# Sherston Parish Council

Chairman: John Matthews

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

8th November 2019

To: All Members of Sherston Parish Council

Dear Councillor,

You are summoned to the Meeting of the Parish Council, on **Thursday 14th November 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.

# AGENDA

14<sup>th</sup> November 2019 – 7:30pm – Sherston Village Hall

1.	<b><u>Apologies for absence</u></b>  Council to receive apologies for absence.
2.	<b><u>Declarations of interest</u></b>  Members to declare any interest they may have in agenda items in accordance with the requirements of the Council's Code of Conduct.
3.	<b><u>Exclusion of the Press and Public</u></b>  To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 3.D.
4.	<b><u>Minutes</u></b>  To confirm and sign as a correct record the minutes of Sherston Parish Council Meeting held on 10 <sup>th</sup> October 2019.
5.	<b><u>Chairman's Announcements</u></b> <ul style="list-style-type: none"><li>• Dead thorn tree near 4 or 5 The Tartars.</li><li>• Waiting and parking requests 2020-2021</li><li>• PLI for Fresh Air Fitness</li><li>• Dorset &amp; Wilts Fire and Rescue Authority, Wiltshire Local Performance &amp; Scrutiny Committee</li><li>• Traffic on Sandpits Lane</li></ul>
6.	<b><u>Clerks Report</u></b> <ul style="list-style-type: none"><li>• Members to receive a written report from the Clerk.</li></ul>

7.	<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>• SHERSTON 19/10104/FUL Mr P Jarvis c/o Agent Grid Ref: 385292 185850 Angel House High Street Sherston Malmesbury Wiltshire SN16 0LH Subdivision of existing mixed use premises; cafe, restaurant and B &amp; B accommodation to create 1No separate self contained dwelling, including related alterations</li> <li>• 19/03888/FUL Mr P Heathcock The Holford Arms Knockdown Tetbury GL8 8QY The Holford Arms Knockdown Tetbury GL8 8QY Grid Ref:383741 188337 Works to Curtilage Listed Building; Replacement of Temporary Outside Bar with Permanent Outside Bar; Erection of Demountable Canopy Over Beer Garden (retrospective).</li> </ul>
8.	<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>• Sherston Sports Field – Report Update</li> <li>• Wall repairs/steps at the recreation ground – Report Update</li> <li>• Footpaths – Report update</li> <li>• Sports field building</li> </ul>
9.	<p><b><u>Outstanding Actions</u></b></p> <ul style="list-style-type: none"> <li>• The High Street phone box.</li> <li>• Access land at Upper Stanbridge Farm</li> <li>• Sherston Christmas tree</li> <li>• Play area inspection actions</li> <li>• Installation of Basket swing and pyramid climber</li> <li>• Tree work required at the Rec</li> <li>• Traffic issues in Willesley and Sherston High Street</li> <li>• Emergency Plan</li> </ul>

<p><b>10.</b></p>	<p><b><u>Accounts for Payment –November 2019</u></b></p> <p>Members to review the Schedule(s) of Accounts for Payment and authorise the payments for November 2019</p> <ul style="list-style-type: none"> <li>• Staff Costs</li> <li>• P Cooper</li> <li>• Zurich - £145.55</li> <li>• TG Escapes - £22,021.20</li> <li>• TG escapes – Variation Costs - £13,778.40</li> <li>• Sherston Church – Wreath - £25.00</li> <li>• Complete Product Company - £644.23</li> <li>• Room Hire - £48.00</li> <li>• 50% of cost of Wheelie Bin at the village hall - £250.00</li> <li>• Malmesbury Mowing - £135 &amp; £135</li> <li>• A Walden – £400.00</li> </ul> <p>Note – Monthly Financial Reports</p> <p>Note - Budget working group meeting will be held in November, date to be confirmed.</p>
<p><b>11.</b></p>	<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 any associated costs and invoices.</p>
<p><b>12.</b></p>	<p><b><u>Scout Lease</u></b></p> <p>Members to consider the documentation received for the Scout Lease and advice obtained by SM.</p>
<p><b>13.</b></p>	<p><b><u>Parish Steward and Parish Maintenance</u></b></p> <p>Consider any required work for the Parish Warden.</p>
<p><b>14.</b></p>	<p><b><u>Freedom of Information Request</u></b></p> <p>Members to consider the FOI request regarding the Rec and Preschool.</p>

**Date of Next meeting – To be arranged due to the elections now being held on the 12<sup>th</sup> December 2019 at the village hall**