

Sherston Parish Council

Chairman: John Matthews

All Council Meetings are open to the Public and Press

6th September 2019

To: All Members of Sherston Parish Council

Dear Councillor,

You are summoned to the Meeting of the Parish Council, on **Thursday 12th September 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

12th September 2019 – 7:30pm – Sherston Village Hall

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 11 th July 2019.
5.	<u>Chairman's Announcements</u> <ul style="list-style-type: none">• Traffic Management.• Area Board meeting 17th September.• PCC Report• Green Square• Community Governance Review• Christmas Tree for Sherston• Request from SOSIC to be informed how any of their early rent has been or is likely to be spent.• Request for PC to attend the SOSIC AGM on 4th Nov in the British School Rooms.• Letter from Acorn about roadside strip near the Primary School.• John Laidlaw's email of 13th June about footpaths – NF / TB to advise update.
6.	<u>Clerks Report</u> <ul style="list-style-type: none">• Members to receive a written report from the Clerk.

<p>7.</p>	<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>19/07849/FUL Avon Cottage, Pinkney Malmesbury SN16 0NZ Erection of a garage</p> <p>19/07189/FUL The Holford Arms Knockdown Tetbury Wiltshire GL8 8QY Conversion of skittle alley to form staff accommodation and ancillary storage space to public house (retrospective)</p> <p><u>19/07331/LBC</u> The Holford Arms Knockdown Tetbury GL8 8QY Conversion of skittle alley to form staff accommodation and ancillary storage space to public house (retrospective)</p>
<p>8.</p>	<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 verbal reports from Councillors who have represented the Council at meetings of outside bodies.</p> <ul style="list-style-type: none"> • Allotment Working Group – Report Update. • Sherston Sports Field – Report Update. • Wall repairs/steps at the recreation ground – Report Update
<p>9.</p>	<p><u>Outstanding Actions</u></p> <ul style="list-style-type: none"> • Twinning – Report Update. • Consultation for the hard standing in the play area – Report Update. • Emergency Plan – Report Update. • The High Street phone box.

<p>10.</p>	<p><u>Accounts for Payment – September 2019</u></p> <p>Members to review the Schedule(s) of Accounts for Payment and authorise the payments for September 2019</p> <ul style="list-style-type: none"> • Staff Costs • P Cooper • Malmesbury Mowing - £1215 • A Tremellen – Maintenance Repairs • Room Hire - £48.00 • CPC - £658.21 & £588.04 & £743.38 • Jill Woodward – Plants - £20 • Compass Graphic - £60 & £34.80 • WALC – Membership - £630.35 • D Ford – PO Box - £171 • Silverchart - £43.19 • TG Escapes - £900, £55,053, £ £2,722.20, £15,000, £49,547.70 • Elysian Associates – VAT advice - £3,720.
<p>11.</p>	<p><u>Recreational Ground</u></p> <ul style="list-style-type: none"> • Members to consider a letter of response sent to the Parish Council. • Running Group - MS
<p>12.</p>	<p><u>Pre School</u></p> <p>Members to consider the agreement between the Pre School and Parish Council.</p> <p>Members to consider advice obtained by SM in regards to the VAT implications.</p> <p>Members to consider any associated costs and invoices.</p>
<p>13.</p>	<p><u>Scout Lease</u></p> <p>Members to consider the documentation received for the Scout Lease and advice obtained by SM.</p>
<p>14.</p>	<p><u>Grant Application</u></p> <p>Members to consider Grant Application from the Churchyard for maintenance for £500.</p>
<p>15.</p>	<p><u>Parish Steward and Parish Maintenance</u></p> <p>Consider any required work for the Parish Warden.</p>

16.	<p><u>Remembrance Day</u></p> <p>Members to discuss the parade and road closure and any associated work required.</p>
17.	<p><u>Insurance</u></p> <p>Members to consider the insurance cover and quotation received.</p> <p>3 Year LTA £2,085.50 1 Year £2,304.56</p>

Date of Next meeting – 10th October 2019