



Chairman: Tanya Burgess

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

6<sup>th</sup> April 2024

To: All Members of Sherston Parish Council

Dear Councillor,

You are summoned to the Meeting of the Parish Council, on **Thursday 11<sup>th</sup> April 2024 at 7.30pm**. The meeting will be held at the North Building, Sherston.

The meeting will consider the items set out below.

**Tanya Burgess**  
Chair, Sherston Parish Council

*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 Council 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

11<sup>th</sup> April 2024 – 7:30pm

1.	<b><u>Apologies for absence</u></b>  Council to receive apologies for absence.  Tanya Burgess	
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>Minutes</u></b>  To confirm and sign as a correct record the minutes of Sherston Parish Council Meeting held on 14 <sup>th</sup> March 2024	
4.	<b><u>Chairman's Announcements</u></b>	
5.	<b><u>Clerks Report</u></b> <ul style="list-style-type: none"><li>Members to receive a written report from the Clerk.</li></ul>	
6.	<b><u>Working Group / Outside Bodies Reports</u></b>  Members to receive any reports from the chairs of the working groups and any Outside Body Representatives if something to report.  <b><u>Working Groups</u></b>  <b>Footpaths &amp; Highways – TB</b>  <b>Climate &amp; Biodiversity Group – BS</b>  <b>Allotments Group – BS</b>  Condition inspection completed by NF and BS on 6/4/24. Letters to be sent to 6 plot holders.  <b>Communications Group (inc Cliffhanger) – MWF/KS</b>  <b>Neighbourhood Plan – MS</b>  <b>Ways of working – TB</b>  <b>Finance – MWE/BS/JC</b>	

	<p><b>Personnel – TB/AT</b></p> <p><b>Operations Group/Village Maintenance</b></p> <ul style="list-style-type: none"> <li>• Village Steward filled potholes on Knockdown Road, and Court Street (again) and road out of the village from Forlorn bridge. Limited time as steward was on a training course.</li> <li>• Correction that Wiltshire Highways just patched (not resurfaced) top half of Sandpits Lane.</li> <li>• Maintenance man did very little, mainly due to wet weather.</li> <li>• Ash with die-back felled on sports pitch.</li> <li>• Repair to trim trail and installation of new climber delayed.</li> </ul> <p><b>Outside Bodies</b></p> <ul style="list-style-type: none"> <li>• <b>School - MS / AT</b></li> <li>• <b>Village Hall – BS</b></li> <li>• <b>Emergency Services/Planning – NF</b></li> <li>• <b>LHFIG – MS / TB/K</b></li> <li>• <b>SOSCIC – MS / TB / BS</b></li> <li>• <b>Scouts / Brownies – BS</b></li> <li>• <b>Church – NF</b></li> <li>• <b>Blooming Sherston – TB</b></li> <li>• <b>Sports Clubs – MWE / AT</b></li> <li>• <b>Gardening Club – GW</b></li> <li>• <b>Recreational Ground Trust</b></li> </ul>	
7.	<p><b><u>Accounts for Payment</u></b></p> <p>Members to review the Schedule(s) of Accounts for Payment and authorise the payments for March 2024.</p> <ul style="list-style-type: none"> <li>• Staff Costs</li> <li>• Patrick Cooper – Litter Picking - £57.60</li> <li>• IAP – Computer System - £110.09</li> <li>• Compass - £72.00</li> <li>• Compass Cliffhanger - £660.00</li> <li>• Goughs – Lease Football - £2,400.00</li> <li>• Tom Keay Maintenance Service - £143.00</li> </ul>	

	<ul style="list-style-type: none"> <li>• North Building Address Registration - £161.41</li> <li>• JoJu Solar – EV installation £19,166.24 inc VAT – <b>not approved in Feb/March pending query – MS</b></li> <li>• WEB Medical Defibrillator - £882.94</li> <li>• B&amp;I International Ltd – Letter Box - £29.99</li> <li>• Clock North Building - £5.00</li> <li>• G B Sport &amp; Leisure Playground Inspection – £270.00</li> <li>• Hills Waste Solutions Ltd - £46.01 d.d.</li> <li>• Simon Mayhew-Sanders tree surgeon – ash - £360.00</li> <li>• Goughs – Part Allotment Transfer - £1530.00</li> <li>• Matt Wolfson-England expenses (phone, post, solicitor fee + stationary) - £109.70</li> <li>• Matt Wolfson-England clerk phone contract £6 + £6 per month</li> <li>• (Clerk) Magnets for noticeboard - £5.89</li> </ul>	
8.	<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> <p><b>Application Ref No:</b> PL/2024/02567  <b>Application Type:</b> Proposed Works to Trees in a Conservation Area  <b>Address:</b> Recreational Ground, Green Lane, Sherston, Wiltshire, SN16 0NP  <b>Proposal:</b> Field Maple (Acer Campestre) - 30% reduction to branches overhanging, in the vicinity of or in contact with Lockett House on Court Street.</p> <p><b>Recommendation:</b></p> <p><b>Application Ref No:</b> PL/2024/02986  <b>Application Type:</b> Householder Application  <b>Address:</b> Avondale, Brook Hill, Sherston, Malmesbury, SN16 0NQ  <b>Proposal:</b> Single storey rear extension</p> <p><b>Recommendation:</b></p> <p><b>Application Ref:</b> PL/2024/02627  <b>Application Type:</b> Works to a Listed Building  <b>Address:</b> PRATERS FARM, EASTON TOWN, SHERSTON, MALMESBURY, SN16 0PS  <b>Proposal:</b> Removal and reinstating of existing roof slates to allow for the installation of insulation and replacement of roofing membrane; removal of cement pointing to facade and replacement with lime mortar.</p> <p><b>Recommendation:</b></p>	

	<p><b>Application Ref No:</b> PL/2024/03062  <b>Application Type:</b> Householder planning permission  <b>Proposal:</b> New detached single garage  <b>Site Address:</b> 30 Easton Town, Sherston, Malmesbury, SN16 0LS</p> <p><b>Recommendation:</b></p>	
9.	<p><b><u>Co-Option</u></b></p> <p>Members to consider any Co-Option requests.</p>	
10.	Speed Limits – discussion regarding 20mph speed limits - MS	
11.	Lime Down Solar Park – Councillors to discuss whether Parish Council requires input	
12.	Play Inspection Report – Councillors to discuss – action required.	
13.	Action Tracker – Councillors to make amendments to Action Tracker.	
14.	<p><b><u>Confidential Item</u></b></p> <p><b><u>Absence of Clerk + subsidiary items</u></b></p> <p>Councillors to agreed proposal that item is managed and minuted independently of the monthly meeting.</p> <p><b>Decision:-</b> items relating to Clerk will be managed within the Personnel Working Group with membership widened to the whole Council for this purpose.</p> <p>Situation is ongoing.</p>	

**Date of Next meeting – 9<sup>th</sup> May 2024**

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