



Chairman: Tanya Burgess

All Council Meetings are open to the Public and Press

6th June 2024

To: All Members of Sherston Parish Council

Dear Councillor,

You are summoned to the Meeting of the Parish Council, on **Thursday 13th June 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

13th June 2024 – 7:30pm

1.	<u>Apologies for absence</u> Council to receive apologies for absence. Tanya Burgess	
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>Minutes</u> To confirm and sign as a correct record the minutes of Sherston Parish Council Meeting held on 9 th May 2024.	
4.	Neighbourhood Plan Working Group – Guest Andy Shepley (Land at Sandpits Lane) – Martin Smith.	
5.	Tree Warden – member of public interested and invited to meeting.	
6.	<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. Public attendees were excluded for Item 15 Confidential.	
7.	<u>Chairman's Announcements</u>	
8.	<u>Clerks Report</u> <ul style="list-style-type: none">Members to receive a written report from the Clerk.	
9.	<u>Working Group / Outside Bodies Reports</u> Members to receive any reports from the chairs of the working groups and any Outside Body Representatives if something to report. <u>Working Groups</u> Footpaths & Highways – TB/NF/MS Climate & Biodiversity Group – BS/MS Allotments Group – BS/NF	

Communications Group (inc Cliffhanger) – TB/KS/MWE/GW

Neighbourhood Plan – MS/NF/BS/TB

Ways of working – TB

Finance – MWE/BS/JC

Personnel – TB/AT

Operations Group/Village Maintenance – AT/MT/BS/NF

- Rec wall on Green Lane
- Village Maintenance Report
- Angel bus stop scope of work
- Zip Wire repairs
- Recreation Ground Entrance
Members to consider approval of a contractor to refurbish the main recreation ground Court Street Entrance.
- Maintenance
Members to consider appointment of a new village maintenance person.

Outside Bodies

- **School - MS/AT**
- **Village Hall – BS**
- **Emergency Services/Planning – NF/MT**
- **LHFIG – MS/TB**
- **SOSCIC – MS/TB/BS**
- **Scouts / Brownies – BS**
- **Church – NF**
- **Blooming Sherston/Gardening Club – TB/GW**
- **Sports Clubs – MWE/AT**
- **Recreational Ground Trust – AT**

	<ul style="list-style-type: none"> • Snow Wardens – NF • Area Board - MS 																	
10.	<p><u>Accounts for Payment</u></p> <p>Members to review the Schedule(s) of Accounts for Payment and authorise the payments for June 2024.</p> <ul style="list-style-type: none"> • Staff Costs • Clerk – Office allowance of £13pm backdated to mid March - £32.50 • Wiltshire Council – Pre-School Business Rates - £1930.76 • Wiltshire Council – Allotment - £32.50 • Wiltshire Council – Cycle Route - £1,314.00 • Wiltshire Council – Speed Assessment - £870.00 • Wiltshire Council – Bollard Installation - £213.00 • Rialtas –(License) - £230.40 (approved 26.5.24 due to date) • Rialtas – (Bronze Scheme) £1,041.60 (approved 26.5.24 due to date) • Sherston Village Hall – Hire 23rd May 2024 - £36.00 • IAP direct debit? - £124.39 • Wickstead – Recreation Ground - £19,667.41 • Hills Waste direct debit? - £47.88 • G B Sport & Leisure - £ 270.00 • Ginger Employment Law - £510.00 • Clerk – printer cartridges - £22.99 																	
11.	<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>Premises Licence Variation for The Holford Arms</p> <p>We need to form a PC view for the above at the next meeting and then respond to Wiltshire Council the very next day due to time restraints.</p> <p style="text-align: center;">*****</p> <table border="0"> <tr> <td>Application Ref</td> <td>PL/2024/04228</td> </tr> <tr> <td>Application Type</td> <td>Householder Application</td> </tr> <tr> <td>Address:</td> <td>2 KNOCKDOWN ROAD, SHERSTON, MALMESBURY, SN16 0NJ</td> </tr> <tr> <td>Proposal:</td> <td>Demolition of existing garage. Erection of two-storey side And rear extension, single-storey front porch and garage, and single storey rear extension.</td> </tr> <tr> <td>Applicant Name</td> <td>Coleborn & Green Case Officer: Brook Bishop</td> </tr> <tr> <td></td> <td>Respond by 13/06/2024.</td> </tr> </table> <table border="0"> <tr> <td>Application No:</td> <td>PL/2024/04806</td> </tr> <tr> <td>Application Type:</td> <td>Householder planning permission</td> </tr> </table>	Application Ref	PL/2024/04228	Application Type	Householder Application	Address:	2 KNOCKDOWN ROAD, SHERSTON, MALMESBURY, SN16 0NJ	Proposal:	Demolition of existing garage. Erection of two-storey side And rear extension, single-storey front porch and garage, and single storey rear extension.	Applicant Name	Coleborn & Green Case Officer: Brook Bishop		Respond by 13/06/2024.	Application No:	PL/2024/04806	Application Type:	Householder planning permission	
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	<p>Proposal: Proposed single storey garden building Site Address: 17 STRONGS CLOSE, SHERSTON, MALMESBURY, SN16 0NU Respond by 02/07/2024.</p> <p>Application No: PL/2024/04762 Application Type: Full planning permission Proposal: Replace existing asbestos cement roof (leaking) with modern insulated metal sheet roof. Site Address: OLD SILK MILL, BROOK HILL, SHERSTON, MALMESBURY, SN16 0NG Respond by 04/07/2024.</p> <p>Application No: PL/2024/04433 Application Type: Householder planning permission Proposal: Demolition of conservatory and garage. Two storey and first floor side extensions. Site Address: 28 The Tartars, Sherston, Malmesbury, SN16 0NT Respond by 26/06/2024.</p>	
12.	<p><u>Co-Option</u></p> <p>Members to consider any Co-Option requests.</p>	
13.	<p><u>Speed Limits – Update</u></p> <p>Update on resident’s 'Perceived Excessive Speeding' at Forlorn and Willesley!</p>	
14	<p><u>Action Tracker</u> – Councillors to make amendments to Action Tracker.</p>	
15.	<p><u>Confidential Item</u></p> <p><u>Absence of Clerk + subsidiary items</u></p> <p>Councillors to agreed proposal that item is managed and minuted independently of the monthly meeting.</p> <p>Decision:- 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 – 11th July 2024