
L I T T L E S O M E R F O R D P A R I S H C O U N C I L

Parish Council Meeting

Tuesday 4 February at 7.15 p.m. The Village Hall

AGENDA

Public Question Time (Limited to 10 minutes)

An opportunity for members of the public to address the Parish Council on any Council matter. Every effort will be made to give accurate answers to questions, but in some cases further research may be necessary so an answer will be given by the Chair asap.

Reports from Unitary Councillor and Council Representatives (Limited to 10 minutes)

An opportunity to put questions to, and receive information from, Wiltshire Councillor Sturgis (if available) and any Council delegated representatives for other organisations and functions.

1. Apologies for Absence (if any)

2. Declaration(s) of Interest

To **receive** Declarations of Interest ref Local Authorities (Model Code of Conduct) Order 2007.

3. Minutes and Matters Arising/Action Register

- i To **approve & sign** the minutes of the Parish Council Meeting held 3 December 2019.
- ii To **review** the Action Register and **consider** Matters Arising not separately agenda-ed.

4. Planning Matters - See online

<http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>

Applicants, their Reps & other interested parties may address the Council. (3 mins per person).

i Planning Applications between meetings – ratification of the Parish Council view

None

ii Planning Applications for consideration

19/11870/FUL Breaches Gate, The Street, SN15 5JT Erection of replacement oil tank to front of property

20/00241/FUL The Old Orchard Removal of old oil tank, install below ground LPG

20/00596/LBC Church Farm – Conversion of Curtilage Listed Barn into Single Dwelling
20/00132/FUL

iii **Applications Determined by Wiltshire Council since the last meeting.**

19/09859/CLE The Bungalow, Russell House - Certificate of Lawfulness for the Existing Use of Premises as Self-Contained Class C3 Dwelling House. **Approved.**

19/11533/TCA Somerford House Barn – Fell 2 cedar trees. **No Objection**

- iv To **note** any applications determined by Wiltshire Council between the issue of this agenda and the date of the meeting.

5. Finance

- i To **approve** the Finance Report detailing payments (to be) made, receipts and bank balances.
- ii To **note** Receipts and Payments to end January 2020 and to **approve** the bank reconciliation.
- iii To **consider** the quotes for clearance works in the Allotments and **determine** whether to accept same.
- iv To **consider** the quotes received for grass cutting and **determine** which to award
- v To **be briefed** on any matters affecting the draft budget and **approve** the final 2020/21 budget.
- vi To **determine** cheque signatories and to **approve** change of bank correspondence address. To **approve** completion of bank mandate accordingly.
- v To **consider** online banking

6. Governance

- i To **note** the resignation of Zoe Carruthers and **determine** a vice-chair.
To **determine** responsibility for website
To **determine** ZC responsibility areas as per Emergency Plan
- ii To **consider** vacancy on Parish Council and advertising of vacancy
- iii To **note** Government guidelines to move away from the gsi-family domain name registrant email address to a gov.uk email address and **determine** course of action.
- iv To **review** the adequacy of Insurance Cover for 2020/21
- v To **review** the Parish Council's Risk Assessments and the Risk Register.
- vi To **review** the Register of Interests for Parish Councillors

7. Highway Matters - issues for Wiltshire Council, Parish Steward or Councillors.

8. Items brought by Councillors

- i **Celebrations for the 75th Anniversary of VE Day (8 May 2020)**
To **consider** and **determine** the arrangements for VE Day celebration
- ii To **consider** and **determine** the arrangements for the APM and APCM to be held 5 May 2020
- iii To **note** Meadow Lane ditch clearance

- iv To **note** and **action** Defibrillator wifi not checking in
- v To **determine** date for Spring Littler pick

9. Clerk's Report/ Correspondence Received

- i To **note** the letter of resignation from Zoe Carruthers dated 06/10/19.
See also agenda item 20/02/6.1
- ii To **note** request for information from Dr Mike Jones
- iii To **note** phone call from Wiltshire Council concerning ownership of playpark, and **determine** response.

10. Update on Standing items

To **receive** any updates from Councillors on areas of special interest not covered elsewhere.

- | | | |
|---|------------------------------------|---|
| i Allotments & paddock (GW)
– item 20/02/5.3 | ii Cemetery (DS)
Cemetery Map. | iii. Emergency Planning
(DO/SO) item 20/02/6.1 |
| iv Defibrillator (PC) | v Website item –
item 20/02/6.1 | vi Footpaths (DO/SO) – |
| vii Malmesbury Area Board (PC) | viii Play Park (PC) - | ix Speed Watch (Mrs Free) |
| x Telephone Book Exch (DS) | | |

11. Councillors' Observations and Items for Next Agenda

Councillors are asked for any input. No decisions can be made on items under this heading.

12. Dates for Future Meetings -

7.15 p.m. on Tuesday 7 April, 5 May Annual Parish Meeting & APCM.

Provisional dates – 2 June, 4 August, 6 October, 1 December, 2 February (2021) 6 April (2021)

Agenda issue date 29 January 2020