

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 2nd March 2021
Via Zoom at [7.15pm](#)

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. Please contact the clerk before 1st March 2021 for meeting access codes. clerk@littlesomerfordparishcouncil.gov.uk / 01249 720978

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. **Declaration of Acceptance of Office** new Councillor
2. **Apologies for Absence** - To **note** and accept apologies received from any Councillor.
3. **Declaration(s) of Interest**
To **receive** Declarations of Interest ref the Local Authorities (Model Code of Conduct) Order 2007.
4. **Minutes and Matters Arising/Action Register**
 - i To **approve** & sign as a true record the minutes of the Parish Council Meeting held 5th January 2021
 - ii To **review** the Action Register.
5. **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 for consideration**
To **consider** the Parish Council's response to any applications received.
 - ii **Planning Applications between meetings – ratification of the Parish Council view**
 - a. 21/00273/FUL – Manor Cottage – single storey extension to replace existing single storey extension.

- iii To **note** any applications determined by Wiltshire Council between the issue of this agenda and the date of the meeting.
- iv. To **note** the Construction Method Statement received for Russell House.

6. **Finance**

- i To **approve** the Finance Report detailing payments (to be) made, receipts and bank balances.
- ii To **note** Receipts and Payments to end February 2021 and to approve the bank reconciliation.
- iii To **ratify** the decision to promote clerk to salary spine 8 with effect from January 1st 2021.
- iv To **consider** any s137 donations to be made at this meeting - donation to Signpost Magazine.
- v. To be **briefed** on the arrangements for the annual internal audit.

7. **Governance**

- i To **review** the Code of Conduct, and if agreed, **re-adopt**
- ii To **review** the Standing Orders, and if agreed, **re-adopt**
- iii To **consider** website compliance
- iv. To **consider** the arrangements for the APCM and APM, to **agree** proposed date of 11th May

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

- i. To **discuss** landowner responsibilities with regard to drainage ditches
- ii. To **receive** update on drainage issues in the village – opposite Church Farm and outside St Anne's.

9. **Items brought forward by Councillors**

- i. To **receive** an update on the Wildlife Friendly Village project.
- ii To **consider** the Malmesbury Area Board Grant application for raised walkway to Great Somerford.
- iii To **formulate** response to the Wiltshire Local Plan Consultation
- iv. To **consider** proposal for Village Map
- v. To **agree** date for Village Spring Litter Pick – Keep Britain Tidy campaign May 28 – June 13

10. **Clerk's Report/ Correspondence Received**

- i To **receive** an update on Covid 19 Community Support.

- ii To **receive** an update on Census 2021
 - iii To **receive** an update on Council Elections May 2021
 - iv. To **note** temporary overnight road closure
11. **Update on Standing items**
To **receive** any updates from Councillors on areas of special interest not covered elsewhere.
- i **Allotments & Paddock** – all allotments are now let, update on repairs to water tank.
 - ii **Cemetery** – request re plot adjacent to plot 250, request for internment of ashes in plot 402, request for memorial in Garden of Remembrance, plot 24
 - iii **Emergency Plan**
 - iv **Website**
 - v **Footpaths & Rights of Way**
 - vi **Defibrillator** – has been moved to more prominent position, but Wi-Fi not checking in
 - vii **Play Park** – repairs have been carried out
 - viii **Telephone Book Exchange**
12. **Dates for Future Meetings – 2021**
11 May (APM, APCM), 1 June, 6 July, 7 September, 1 November