
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 1st March 2022 – 7.15pm
Little Somerford Village Hall / Access available via Zoom (contact Clerk for details)

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 Threlfall (if available) and any Council delegated representatives for other organisations and functions.

1. **Apologies for Absence** - To **note** and accept apologies received from any Councillor.
2. **Declaration(s) of Interest**
To **receive** Declarations of Interest ref the Local Authorities (Model Code of Conduct) Order 2007.
3. **Minutes and Matters Arising/Action Register**
 - i To **approve** & sign as a true record the minutes of the Parish Council Meeting held 11th January 2022
 - ii To **review** the Action Register.
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 for consideration**
To **consider** the Parish Council's response to any applications received.
 - ii 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 date and to approve the bank reconciliation.
- iii To **consider** any S137 donations that the Parish Council would like to make
- iv To be **briefed** on the arrangements for the annual audit
- v To **approve** removal of resigned Councillors as signatories to bank account
- vi To **approve** setting up of monthly standing order to Greenscape Ltd for grass cutting contract from May 2022 (Contract start April 2022)
- vii To **consider** purchase of replacement laptop

6. **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 3rd May
- v To **review** the Parish Council's Risk Assessments and the Risk Register.
- vi To **consider** the Parish Council vacancies and how to recruit new Councillors
- vii To **review** the adequacy of Insurance Cover for 2022/23 consider the desirability of a fresh long term agreement (the current one expires 31 May 2022) and how to obtain three quotes.

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

8. **Items brought forward by Councillors**

- i. To **receive** an update on the Jubilee tree-planting request from WI
- ii To **receive** update on landowner interest on self-closing gates on public footpaths
- iii To **consider** a request from Somerford Garden Club for permission to hold a plant sale on the Millennium Green on Saturday 28th May 2022
- iv To **receive** update on Jubilee Celebration events including Beacon and Street Party
- v To **receive** update on maintenance of Millennium Green benches

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

- i To **consider** request regarding support for a footpath /cycleway along the old railway line to Malmesbury.

10. **Update on Standing items**

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

- i Allotments & Paddock
- ii Cemetery
- iii Emergency Plan
- iv Website
- v Footpaths & Rights of Way
- vi Defibrillator
- vii Play Park
- viii Telephone Book Exchange
- ix Wildlife Friendly Village

11. **Dates for Future Meetings** - 3 May (APM, APCM) 7th June, 5th July, 5th September, 7th November

Rachel Nuttall
Clerk to Little Somerford Parish Council
clerk@littlesomerfordparishcouncil.gov.uk
01249 720978