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# LITTLE SOMERFORD PARISH COUNCIL

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Parish Council Meeting – Little Somerford Village Hall  
Tuesday 4<sup>th</sup> July 2023, 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.

### **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 & Co-option of Parish Councillor**  
To receive Declarations of Interest ref the Local Authorities (Model Code of Conduct) Order 2007. Co-opted Councillor to sign Declaration of Acceptance of Office.
3. **Minutes and Matters Arising/Action Register**
  - i To approve & sign as a true record the minutes of the Parish Council Meeting held 6<sup>th</sup> June 2023.
  - ii To **review** the Action Register.
4. **Planning Matters**  
*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.  
  
**Application Ref PL/2023/04957 - Proposed Works to Trees in a Conservation Area**  
Address: THE MEADOWS, LITTLE SOMERFORD, CHIPPENHAM, SN15 5JW  
Proposal: Spruce Tree. - Predominately dead, with one live branch. - Reduce crown to approximately 4m (above where live branch is)  
Application Link: <https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BIPCz>
  - ii **Applications Determined by Wiltshire Council since the last meeting.**  
To be noted if any received.

**5. Finance**

- i To approve the Finance Report detailing payments (to be) made, receipts and bank balances.
- ii To note Receipts and Payments and to approve the bank reconciliation.
- iii Allotments – to consider allotment rental agreement and note current licence holders,
- iv Paddock Rental – to consider rental agreement and terms and note current licence holder
- v To receive update from WALC regarding Auditor recommendations on MGT finances

**6. Governance**

- i To receive the annual report on Cemetery Matters.
- ii a. To receive the annual report on Footpaths.  
b. To receive update on Self-Closing gates
- iii To review the Emergency Plan and approve any actions
- iv To receive update on MGT meeting and consider and agree actions.
- v To approve the meeting dates for 2024

**7. Speed Indicator Device – to receive update on SID and agree actions.**

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

- i To consider progress on list of issues reported to Wiltshire Council for Parish Steward, and add any new items
- ii To approve arrangements for an Autumn litter pick.

**9. Clerk's Report/ Correspondence Received/ Items for next agenda**

- i Bus Service Survey – agree response

**10. Update on Standing items**

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

- i Website
- ii Defibrillator
- iii Play Park
- iv Telephone Book Exchange
- v Wildlife Friendly Village

**11. Dates for Future Meetings -**

Tuesday 5<sup>th</sup> September, 7<sup>th</sup> November