
GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

Parish Council Meeting Wednesday 13 January 2021 at 7.30 p.m. Via Zoom Video Conferencing software

Zoom logins and passwords can be found on the village notice boards.

Agenda

21/01/ PQT **Public Questions (Limited to 10 minutes)**

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

Reports from Unitary Councillor and Council Representatives (10 minutes)

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

21/01/ 0. **Apologies for Absence & Declarations of Interest** (Local Authorities Model Code of Conduct Order 2007)

21/01/ 1. **Minutes and Matters Arising**

i To **approve** & **sign** the Minutes of the Parish Council Meeting held 2 December 2020.

ii To **note** the status of actions detailed on the Action Register, in particular

- **20/11/2.2:** Update re the works to West Street verge / footpath;
- **20/12/2.2:** Update on works to Community Room Shed;

2. **Award of the tender for the supply of a climbing frame for the Play Area**

To **ratify** the Parish Council's decision to ask the six tenderers to submit a revised figures for a climbing frame suitable for the over 8s on a choice of surfacing (grass matting v bonded much);

To **receive** Cllr Binstead's report on the financial standing of the six tender companies;

To **consider** the tenders and **award** the contract for the climbing frame;

To **decide** which grants will be used to fund this purchase.

21/01/ 3. **Covid 19 Group & Coronavirus**

To **receive** updates on the current situation – Lockdown 3 effective 6 January.

21/01/ 4. **Planning Matters & Area Board**

See <http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>
Opportunity for Applicants, Reps & Others to address Council. (3 mins per person).

- i **Planning Applications reviewed by the Parish Council between meetings**
20/10341/FUL The Hawthorns – Proposed single storey rear extension.
- ii **Planning Applications for consideration**
- iii **Applications Determined by Wiltshire Council since the last meeting**
20/05865/FUL Brook Farm, Frog Lane – Creation of Groom’s Accommodation.
Approved with conditions.
20/08054/FUL The Old Stables, Startley - Rear two storey extension to private dwelling house (Amended description). **Approved with conditions.**
- iv **Planning Applications Received since the issue of the agenda (if any)**
- v **Planning Applications (if any) Determined by Wiltshire Council since the issue of the original agenda**
- vi **Broadfield Housing Development** - Any updates.
- vii **Briefing note from Wiltshire Cllr Sturgis on a revision to the National Planning Policy Framework 2019**
Ref the policy to encourage entry level affordable dwellings specifically for first time buyers and renters at discounted prices, which have to be outside settlement boundaries.

21/01/ 5. **Finance**

- i To **approve** the Finance Report detailing payments made since the December meeting and to **note** receipts and bank balances as at end of December 2020.
- ii To **note** Receipts & Payments accounts to the end of December 2020; to **note** the revised forecast outturn and to **receive** the bank reconciliation (as checked by Cllr Blount).
- iii To **consider** items of capital spend for inclusion in the 2021/22 budget:
 - Footpath Improvements;
 - Adult Outdoor Exercise Equipment; (see 21/01/6.3);
 - Other proposals.

21/01/ 6 **Play Park Winkins Lane & Other Capital Projects**

- i **Play Park Maintenance**
 - Future use of grass matting;
 - Bark replaced & topped up as per ROSPA recommendations;
 - Status of other ROSPA remedial actions.
- ii **Play Park Project 2 – Climbing Frame & Picnic bench**
 - See agenda item 21/01/2
 - **20/12/6.1:** Installation of two picnic benches in the Play Park: completed;
 - To **consider** the provision of a shelter for the Play Area as requested by a group of parent users.
- iii **Adult Outdoor Exercise Equipment**
 - To **receive** feed-back on the public consultation questionnaire;

- To **decide** whether or not to include the purchase of such equipment in the 2021/22 budget subject to a suitable site being identified & funding sourced.
- To **submit** indicative quotes to grant providers if the decision is to proceed.

21/01/ 7. **Highway & Footpath Matters incl Speed Indicator Device**

To **identify** matters for Wiltshire Council, for Parish action or for the Parish Stewards.

- i **Flooding in West Street** – causes, responsibilities of land owners, solutions.
- ii **Speed matters** (if any)
- iii **Mud on local roads & responsibility for clearance** - Shiptons Lane. Proposals.

21/01/ 8. **Governance**

- i To **agree** that the following two items, traditionally considered in January, be deferred to February given the length of this agenda: review of the Risk Register and review of insurance cover for 2021.
- ii **Free Gardens:** To **appoint** five Parish Councillors to serve as the first trustees of the planned Free Gardens Charitable Incorporated Organisation (CIO) as requested by the Trustees of the Free Gardens registered charity.
- iii To **ratify** the change of responsibility for Footpaths from Cllr Binstead to Cllr Gravell (effective 2 December) and to **assign** to Cllr Binstead responsibility for Governance, Risk Management and oversight of the Council’s Finances.
- iv To be **updated** on any matters from Malmesbury Area Board.
- v To **note** the forthcoming National Census on 21 March 2021 and the poster which the Parish Council has publicised on its website. A detailed handbook has been issued to Parish Councillors but is not included in the meeting pack.
- vi To **consider** the Clerk’s proposal to write an article for the Signpost (jointly with the Clerks of Little Somerford, Seagry & St Paul Malmesbury Without) explaining what Parish Councils do and to encourage members of the public to come forward to serve.

21/01/ 9. **Updates (if any) on Standing items – by exception only**

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|--------------------|-----------------------------------|
| i Cemetery | ii Communications - PIE & Website |
| iii Community Room | iv Defibrillator |
| v Emergency Plan | vi Telephone Book Exchange |

21/01/ 10. **Correspondence between meetings**

21/01/ 11. **Councillors’ Observations and Items for Next Agenda**

21/01/ 12. **Dates for Future Meetings**

The next scheduled meetings of the Parish Council are 3 February, 3 March, 7 April, 5 May (APM) and 12 May (APCM). All @ 7.30pm.