
GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

**Parish Council Meeting
Wednesday 7 April 2021 at 7.30 p.m.
Via Zoom Video Conferencing software**

Zoom login details are on the village noticeboard

Agenda

- 21/04/ PQ **Public Questions (Limited to 10 minutes)**
T Opportunity for members of the public to address 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) & any Council delegated representatives for other functions who are present.
- 21/04/ 1. **Apologies for Absence & Declarations of Interest** (LA Model Code of Conduct Order 2007)
Apologies Cllr Griffiths.
- 21/04/ 2. **Minutes and Matters Arising**
- i To **approve & sign** the Minutes of the Parish Council Meeting held 3 March 2021.
- ii To **note** the status of actions detailed on the Action Register, in particular
20/11/2.2: Works to West Street verge / footpath.
20/11/10: Theft of Post Box in Startley – Clerk’s letter to Royal Mail resulted in a holding response from Royal Mail but no action promised.
21/03/5.6: Bank mandate – Cllr Griffiths added as cheque signatory / online authoriser.
- 21/04/ 3. **Covid 19 Group & Coronavirus**
- To **receive** updates on the current situation.
To **note** the request from the Somerford Guide Pack to use the **Community Room** after Easter. (The Government Roadmap permits supervised children’s groups from 12 April).
To **decide** whether to open the Room for (a) the Guides (b) other community groups.
To **decide** on Covid related precautions /amendments to the current Conditions of Hire (Covid risk assessment). ACRE Guidelines and the Government’s Guidance on Secure Use of Community Facilities were issued to all Councillors 22 March.
- 21/04/ 4. **Planning** *Opportunity for Applicants, Reps, Others to address Council (3 mins per person).*
<http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>
- i **Planning Applications for consideration**
- 21/01830/FUL** 55 Great Somerford – Single storey extension to existing private residential dwelling. Associated extension to existing garage and provision of new boiler room.

ii **Applications Determined by Wiltshire Council since the last meeting**

21/00335/TCA School House – 1.5m reduction to one mountain ash. **No Objection.**

21/00340/TCA Manor Stables Cottage – 1 metre reduction to maple tree. **No Objection.**

21/01467/TCA Forge Cottage – Fell 25m of leylandii hedge (T1); fell 19m leylandii hedge (T2); 30-% crown reduction to 3 apple trees & 1 damson (T3). **No Objection.**

iii **Planning Applications Received since the issue of the agenda**

iv **Planning Applications Determined by Wiltshire Cncl since issue of the agenda**

v **Broadfield Housing Development** - Any updates.

vi **Somerbrook Housing Development**

To **note** concern expressed lest the pedestrian walk through to allow children to access the School via **Frog Lane** might be abused by cars and motorbikes unless a sign or a bollard were erected. The resident in question was advised that the Parish Council has no power in this matter and only Wiltshire Council has the authority to insist or not that bollards be erected. The Parish Council has passed the enquiry on to Wiltshire Council.

21/04/ 5. **Finance**

- i To **ratify** and **approve** the Finance Report detailing payments made in March (as pre-approved in principle in March minute 21/03/5.2), payments made early April and to **note** receipts and the bank balances as at end of March 2021.
- ii To **note** the Receipts & Payments accounts to the end of March 2021, financial year end, and to **receive** the bank reconciliation as checked by Cllr Blount.
- iii To **appoint** the Internal Auditor for the year ending 31 March 2021.
- iv To **decide** to apply for exemption from external audit for the year ending 31 March 2021 as neither income nor expenditure exceeded the £25,000 threshold.
- v To **consider** proposed spending plans for the Community Infrastructure Levy (CIL) monies expected over the next two years and to **agree** what to recommend to parishioners at the Annual Parish Meeting.

21/04/ 6 **Play Park Winkins Lane & Other Capital Projects**

i **Play Park Maintenance**

Updates on works to the slide (minute **21/01/6.1**) and swing frame (minute **21/03/6.1**). Arrangements for topping up bark (minute **21/01/6.1**)

ii **Play Park Project 2**

To **note** that the climbing frame will be installed 26 April; to **agree** which Councillor(s) will be in attendance on the day.

To **decide** on the style of gazebo shelter to be purchased and procurement of benches.

To **decide** how to outsource the installation.

21/04/ 7. **Highway & Footpath Matters incl Speed Indicator Device**

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

- i **Flooding, Potholes, Mud, Other** - No further action re mud in Winkins Lane.

- ii **Rubbish Bins**
To **consider** catalogue prices and styles and **decide** what to buy and when.
- iii **Footpaths, Stiles & Kissing Gates**
To **receive** a report on the model and location of replacements.
To **agree** the procurement process and timing.
- iv **Speed matters**
The £148 annual subscription to the AutoSpeedWatch will permit the Startley Speed Camera to produce "Heat Maps" showing periods of maximum speeding activity for the Community Speed Watch Division in the Devizes Police HQ which can arrange for a Police Unit to visit Startley and carry out their own speed checks.

21/04/ 8. **Governance**

- i To **consider** the agenda for the Annual Parish Meeting 5 May by Zoom.
David Cain will attend to report for the School.
A report will be provided by the Trustees of the Great Somerford Community Fund.
- ii To **decide** on future meeting arrangements given the Government's non-extension of the Coronavirus Act 2020 clause 78 Local Authority Meetings.
- iii To **review** and, if felt fit, **approve** the amended Parish Council Standing Orders.
- iv To **review** and, if felt fit, **approve** the amended Parish Council Code of Conduct.
- v To **review**, and, if felt fit, **approve** the Parish Council Finance Regulations.
- vi To **approve** the Parish Council Reserves Policy.
- vii To **add** to the 2021 Risk Register Community Room Covid secure operations.
- ix To **review** the 2020 Emergency Plan and to **note** the need to appoint a new Emergency Plan Co-ordinator at the Annual Parish Council Meeting.
- x **Insurance** quotes received from Came & Co and Community First; BHIB's is pending.

To be **updated** on any matters from Malmesbury Area Board.

21/04/ 9. **Updates (if any) on Standing items – by exception only**

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| i Cemetery | ii Communications - PIE & Website | iii Community Room – shed repainting |
| iv Defibrillator | v Telephone Book Exchange | vi War Memorial – date of spring clean/spray. |

21/04/ 10. **Correspondence between meetings**
A request from Wiltshire Search & Rescue for a donation.

21/04/ 11. **Councillors' Observations and Items for Next Agenda**

21/04/ 12. **Dates for Future Meetings**
The next scheduled meetings of the Parish Council are 5 May (APM), 19 May (APCM), 2 June & 7 July. All @ 7.30pm.