
GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

In accordance with Schedule 12, para 10 (2) of the Local Government Act 1972 **NOTICE IS HEREBY GIVEN** that a **Parish Council Meeting** will be held on **Wednesday 2 June 2021 in the Church** of St Peter & St Paul, Great Somerford @ **7.30pm**.

T M Chapman

Theresa M Chapman
Parish Clerk; 01249 890379; clerk.gspc@gmail.com

Agenda

- 21/06/ 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 Threlfall (if available) & any Council delegated representatives for other functions who are present.
- 21/06/ 1. **Apologies for Absence & Declarations of Interest** (LA Model Code of Conduct Order 2007)
- 21/06/ 2. **Minutes and Matters Arising**
- i To **approve & sign** the Minutes of the Annual Parish Council Meeting and of the Parish Council Meeting, both held 19 May 2021.
- ii To **note** the status of actions detailed on the Action Register.
- 21/06/ 3. **Covid 19 Group & Coronavirus**
- To **receive** any updates on the current situation.
- 21/06/ 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**
- PL/2021/03446** Camblez, Heath Rd, Startley South to junction at Clove House, Startley SN15 5HG – Internal & external structural & non-structural alterations to existing dwelling.
- PL/2021/03741** Kantara, Startley – Single storey side extension & front porch (revision of previously approved application 19/06280/FUL)
- PL/2021/03826** West Street Farm - Change of Use of Land & 2 No. Agricultural Buildings for the Purposes of Self-Storage.
- PL/2021/05121** The Quacks – Fell one lime tree.

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

21/00473/FUL 6 Paddock Close - Removal of oil fired boiler flue. Proposed Air Source Heat Pump or equivalent external to the bungalow. Proposed 2 x Velux Sun Tunnels or equivalent. Proposed detached outbuilding. Proposed replacement of existing single-glazed conservatory with double-glazed conservatory. Proposed creation of 1 additional car parking space by turning part of the front lawn over to hard-standing. **Approved with conditions.**

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 **Communication with the public**

To **consider** the use of available communication methods to publicise planning applications that are to be discussed at Parish Council meetings as Wiltshire Council no longer places green planning notices outside properties.

21/06/ 5. **Finance & Audit**

- i To **ratify** and **approve** the Finance Report detailing payments made in May and to **note** receipts and the bank balances as at end of May 2021.
- ii To **receive** and **approve** Nick Frost's **Internal Audit Report** 2020/21; to **agree** the response to matters raised.
- iii To **appoint** Nick Frost as the Internal Auditor for the year ending 31 March 2022.
- iv To **receive and note** the **Annual Internal Audit Report** 2020/21 for website publication.
- v To **receive** the Annual Governance and Accountability return guidance for 2020/21.
- vi To **receive** the Annual Governance and Accountability return for 2020/21 **section 1, Annual Governance Statement** and to **determine** the Council's responses to the Internal Control statements and the rationale for answers; to **complete & approve** section 1 and to **authorise** the Chair and Clerk to sign same.
- vii To **receive** the Annual Governance and Accountability return for 2020/21, **section 2, Accounting Statements** 2020/21, as certified & signed by the Responsible Financial Officer & reviewed by Internal Audit; to **approve** section 2 & **authorise** the Chair to sign same.
- viii To **sign** the **certificate of exemption** from external audit for the year ending 31 March 2021 as neither income nor expenditure exceeded the £25,000 threshold.
- ix To **approve** and sign the supporting statements for the external auditors (Bank reconciliation; Explanation of Variances).
- x To **approve** and sign the supporting statements for website publication under the Transparency Code (Expenditure >£100; Fixed Asset Schedule).
- xi To **approve** and sign the CIL report to Wiltshire Council and note the requirement for publication on the Parish Council website.

- xii To **agree**, and **authorise** the Chair to sign, the **publication period for the exercise of electors' rights** (30 consecutive days including the first ten working days of July).
 - xiii To **agree**, and **authorise** the Chair to sign, the grant application to Community First Landfill Communities Fund.
 - xiv **Grass Cutting Contract**
To **consider** the scope of the grass cutting contract which falls due for renewal 31 October. This should be considered in the light of any re-wilding proposals. See item **21/06/8.5**
- 21/06/ 6 **Play Park Winkins Lane**
- i **Play Park Project 2**
Update on the installation of the gazebo and benches.
To **agree** the timing and content of the publication release for approval of the grant funders.
- 21/06/ 7. **Community Infrastructure Levy Project(s)**
- i To **consider** a proposal from Cllr Griffiths as how best to progress this project and, if felt fit to **set up** Working Groups to consult with the Great Somerford Community Fund Trustees and other local groups.
- 21/06/ 8. **Highway & Footpath Matters incl Speed Indicator Device**
- i **Matters for Wiltshire Council, for Parish action or for Parish Stewards**
 - ii **Rubbish Bins**
Update on acquisition & installation of a third bin for Hollow Street.
 - iii **Footpaths, Stiles & Kissing Gates**
Brief update on procurement & installation.
Grant application will be considered by Area Board 8 June.
 - iv **Speed matters**
To **agree** that Cllr A Lennox should be funded to attend the next available Streetwork Operatives course pursuant to his work with the Startley Speed Camera.
To **consider** whether former Councillor Mel Hourigan should be retained as the Community Police contact in Startley.
 - v **Wild Life Friendly Village**
Proposal to consider.
- 21/06/ 9. **Governance**
- i Updates (if any) from the Malmesbury Area Board OR Chippenham Area transport Group.
- 21/06/ 10. **Updates (if any) on Standing items**
- i Cemetery
 - ii Communications: PIE & Website
 - iii Community Room
 - iv Defibrillator, First Aid training & Book Exchange
 - v Emergency Plan
 - vi Schools liaison
 - vii War Memorial

21/06/ 11. **Correspondence between meetings**

21/06/ 12. **Councillors' Observations and Items for Next Agenda**

21/06/ 13. **Dates for Future Meetings @ 7.30 pm**

The next scheduled meetings of the Parish Council are 7 July, 1 Sept, 6 Oct & 3 Nov.

Agenda issue date **26 May 2021**