



COUNCIL MEETING

Purton Parish Councillors are summoned to attend the meeting of Purton Parish Council to be held at the Village Hall, Station Rd, Purton on **Monday 10th December 2018, commencing at 7.00p.m.**

Wednesday 5th December 2018

Clerk to the Council
Deborah Lawrence

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, age and any disability), Crime and Disorder, Health and Safety and Human Rights.

Public Questions Time - *Members of the public are permitted to speak and ask questions during public question time. There is a limit of three minutes speaking time per person. Council is not required to give an immediate answer to a question or debate it at the meeting. Once Public Question Time is over and the Council/Committee has started the main meeting members of the public are welcome to remain for the duration of the meeting but may not participate further. There are occasions however when the public and press maybe excluded from a meeting due to the nature of the business to be discussed.*

All mobiles phones to be on silent or switched off during meetings and not to be used unless in an emergency.

AGENDA

1. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

2. DECLARATION OF INTERESTS

Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room when the meeting discusses and votes on the matter.

3. DISPENSATION REQUESTS

To receive and consider any requests for dispensation.

4. MINUTES OF PREVIOUS MEETING

To receive and approve the minutes of the Council meeting held on Monday 12th November 2018.
ATTACHED

For noting ATTACHED:

Purton War Memorial and Village Centre Charity

Monday 24th September 2018

Monday 29th October 2018



5. COUNCILLOR SURGERY

For information : The Clerk has requested support from PIPS to hold two surgeries at their café. The proposed dates are : Saturday 9th February at 10am and 12th July at 2pm. The dates chosen are a weekend and weekday to allow a mix of Councillors to be available. Council to consider participation by individual Councillors and advise the Clerk.

6. PUBLIC QUESTION TIME

Members of the public are invited to make representations to Purton Parish Council on any matters relating to the work of the Council. (Public Bodies admission to meetings) Act 1960.

7. WILTSHIRE COUNCILLOR

- a) Report from Councillor Jacqui Lay. **ATTACHED**
- b) Councillor Jacqui Lay would like Council to consider placing draft minutes on our website for all committees after the meeting has taken place and not waiting for ratification at full Council.

8. FINANCE

- a) To receive and approve the Income and expenditure sheets for November 2018 (attached for members consideration) **ATTACHED**
- b) For information : No transfer of funds is required this month due to funds being received from the CIL contributions for the Witts Lane development.
- c) **Bank Reconciliation**

As at 30th November 2018	Current	Business	Fixed Term	Total
	Account	Saver	Deposit	
	Account	Account	Deposit	
Balance per Bank Statement	£31,279.98	£257,998.10	£80,000.00	£369,278.08
<i>Less unrepresented items</i>	£ -	£ -		£ -
Balance per Cash Book	£31,279.98	£257,998.10	£80,000.00	£369,278.08

9. AREA BOARD

Council to consider attendance at the Malmesbury Community Area Board Cyber Crime Workshop on 8th January at 7pm. **ATTACHED**

10. NALC

Chief executives bulletin for information. **ATTACHED**

11. PLANNING and HIGHWAYS

- a) **Council to consider the following applications** (attached list of comments received via email to date)
 - 18/10839/TCA – 3B HIGH STREET,** Re-pollard 3 lime trees to 6 metres, 20% reduction to group of 6 Yew trees.
 - 18/10844/FUL – WHITE LODGE, BRAYDON,** Extension to steel framed pig buildings.
 - 18/08611/FUL – ELM GROVE SADDLERY, STATION ROAD.** Amended Plans. Change of use from retail unit to 2 no. residential unit
 - 18/09261/LBC – THE MILK HOUSE, CHURCH END,** Listed building consent to works carried out to roof and dormer roof. Pervious application No.06/01623/LBC.
- b) **Applications where permission was granted.**
 - 18/06382/FUL – 3 BUNCE COURT,** Proposed two storey side extension. **Approve with conditions.**



18/08290/OUT – 4 COMMON PLATT, Erection of dwelling (all matters reserved)

Approve with conditions

18/08327/FUL – 6 RAY CLOSE, Garden shed (Retrospective) **Approve with conditions.**

18/08392/FUL – PLAIN FARM, LYDIARD PLAIN, Construction of extension to silage clamp. **Approve with conditions**

18/08971/FUL – HUNTERSBROOK HOUSE, 9 HOGGS LANE, Two storey rear extension.

Approved with conditions.

18/09007/FUL – HOLLY HOUSE, 34 GREENHILL, Construction of a contemporary timber clad garden studio. **Approved with conditions.**

18/09275/FUL - 4 WILLOWBROOK, Erect single storey rear extension. **Approved with conditions.**

- c) **16/10513/FUL** Restrop Road planning application – update from Chairman of Council.
- d) Speed Indicator Devices – the devices given to the Parish Council cannot be supported as too old and no repairs or software support available; therefore no further progress has been made with regards to this project. Council to consider the purchase of Speed Indicator Devices with support from Area Board.
- e) For noting : Wiltshire Councils Highways newsletter circulated via email previously.

12. CAT-G

- a) Council to consider a revised scheme for Widham/Station Road as provided by Wiltshire Council Highways Officers. This scheme is the only one currently available given highway legislation and road layout. **ATTACHED**
- b) Council to consider a proposal from Wiltshire Council regarding the triangle. No information has been provided to the Parish Council from the developer or Wiltshire Council apart from these diagrams. The Chairman to give an update following the meeting of CATG being held on Wednesday 5th December 2018. **ATTACHED**
- c) Council to also consider an email from a concerned resident over this junction and proposed changes when the shop returns. **ATTACHED**

13. RIGHTS OF WAY AND OPEN SPACES

Council to consider the placement of an information board on the boundary of land to the far end of Battlewell. Agreement on the siting has been soured from the residents of this area and the farmer who accesses this land and cuts the hedging. **ATTACHED**

14. POLICIES FOR CONSIDERATION AND ADOPTION

Council to consider and adopt the following policies and information : (**ATTACHED**)

- a) Asset Register Summary
- b) Training Policy for Staff and Councillors
- c) Training Record for **NOTING** (Councillors and Staff)
- d) Risk Management Scheme.

15. HEALTH AND SAFETY

For information and noting the following documents have been produced and are available for viewing if required.

- a) Risk assessment for Christmas External Decorations.
- b) Safety System at Work – memorial Safety inspections.



16. PLASTIC RECYCLING

A resident has requested the Council consider the option of working with a supplier to dispose of the “difficult” plastics that cannot be removed within Wiltshire Council collections. See email **ATTACHED**.

17. TREE SURGEONS REPORT

Council to consider a report from the Tree Surgeon regarding works required resulting from our inspection policy and programme. The Clerk is awaiting a cost from the company to carry out immediate/6 months pending works. Budget figures have been included of £4000 which is a guesstimate at this time. **ATTACHED**

18. PURTON YOUTH CLUB

For information the Clerk has sent the agreement back to the CMAS to provide the youth services for another financial year. CMAS have advised that they can only take a maximum of 30 children per session on the amount paid for the forthcoming year.

19. INSTITUTE CLOCK

Council to consider the mechanisation of the Institute Clock to remove the need for personnel to access the roof space which is located in the Purton Museum to manually wind. Quotations are sourced and attached for consideration. The clock will still sound and work in the same fashion as always, however there will be no need for human intervention. The mechanism will be hidden within the loft space. Funding has been added to the financial budget figures for 2019/20 if all Council are in agreement. **ATTACHED**

20. ADMISSION POLICY FOR BRADON FOREST SCHOOL 2020/21

Council to consider the attached revised document and formulate a response should the Council feel necessary. **ATTACHED**

21. CCTV AT PURTON VILLAGE HALL

Council to consider funding CCTV at the Village Hall due to anti social behaviour being experienced to the rear of the building. Funding has been put into the 2019/20 budget figures for consideration. **ATTACHED**

22. FOR INFORMATION

- a) Wiltshire Council briefing note 373 Service Devolution and Asset Transfer to Towns and Parishes **ATTACHED**
- b) Wiltshire Council briefing note 372 A vision for special education in Wiltshire **ATTACHED**
- c) Thank you letter from Royal British Legion regarding the remembrance service. For noting.
- d) INTOUCH magazine from HILLS available for anyone wishes to view.

23. EXCLUSION OF PUBLIC AND PRESS

In view of the fact that Publicity would prejudice the public interest by reason of the confidential nature arising out of the business to be transacted in accordance with LGA 1972, Sch 12, para 10(2) (b) and 26 (2) (b). Members of the Public and Press are asked to withdraw.

24. LAND AT REIDS PIECE

Consideration to be given to the decision of the Council minute reference : 246/18(b) redevelopment of the site. Chairman of Council to lead the discussions. **ATTACHED**