



## COUNCIL MEETING

Purton Parish Councillors are summoned to attend the meeting of Purton Parish Council to be held at the Village Hall, Station Road, Purton on **Monday 12<sup>th</sup> November, commencing at 7.00 p.m.**

Wednesday 7<sup>th</sup> November 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 8<sup>th</sup> October 2018.  
**ATTACHED**

**To consider and ratify the following Committee minutes :-**

Play Area and Recreation Committee minutes  
Burials Committee minutes

Monday 15<sup>th</sup> October 2018  
Monday 15<sup>th</sup> October 2018



**For noting :**

Purton Institute and Village Hall Charity minutes

Monday 30<sup>th</sup> July 2018

**5. CO-OPTION OF NEW COUNCILLOR**

Council to consider the co-option of a new Councillor, Jim Reid who is a resident of Purton and meets all the necessary legal requirements to be eligible. Purton Parish Council currently has the ability to co-opt 1 new Councillor following the resignation of Jamie Hurwood. If agreed the newly co-opted Councillor to sign their "Declaration of Acceptance of Office", to be duly authorised by the Clerk and join the Council meeting being held.

**6. CONSIDERATION OF COMMITTEE STRUCTURE**

- a) Council to consider a request from Councillor Sue Relfe to join the Burial Committee and Councillors Grant and Emily Seabrook to join the Finance, Staff and General Purpose Committee.
- b) Consideration also given to any other Councillor who wishes to join one of the existing committees to which they currently do not serve.

**7. COUNCILLOR SURGERY**

Council to consider the continuation of the trial Councillor Surgery sessions run quarterly. To date we have had minimal attendance or questions raised (2 residents apart from when the Scarecrow trial was on and we added a survey on Play Parks – 11 residents).

**8. 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.

**9. UNITARY COUNCILLORS REPORT**

Report from Councillor Jacqui Lay. **ATTACHED**

**10. FINANCE**

- a) To receive and approve the Income and expenditure sheets for October 2018 (attached for members consideration) **ATTACHED**
- b) To agree to a transfer of £15000 from our Nationwide Account to meet the Councils expenditure for November.
- c) Council to consider a formal request from the Trustees of the Purton Institute and Village Hall Charity to donate £3000 for professional services and assessment regarding the charity in its current format and future viability.
- d) **Bank Reconciliation**

<b>As at 31st October 2018</b>	Current	Business	Fixed Term	Total
	Account	Saver	Deposit	
	Account	Account		
Balance per Bank Statement	£12,889.70	£272,998.10	£80,000.00	£365,887.80
<i>Less unrepresented items</i>	£ 300.00	£ -		£ 300.00
<b>Balance per Cash Book</b>	<b>£12,589.70</b>	<b>£272,998.10</b>	<b>£80,000.00</b>	<b>£365,587.80</b>

**11. CENTOAPH**

For information and noting. A long serving volunteer of the cenotaph working group has retired. The Clerk has duly sent a thank you letter. The work carried out by this volunteer will now pass to the Groundstaff, which is the maintenance of the hedging to the rear of the Cenotaph. The Clerk has arranged for the ground staff to meet with one of the volunteer team to ensure they are aware of what is required.



**12. PURTON YOUTH CLUB**

The Clerk requested a report from CMAS regarding the usage of the club. Attached is the report and also future contract with costings. **ATTACHED**

- a) Council to consider continuation of this service.
- b) Council to consider continuation in current format or amendment criteria as to who can attend. Clerk to advise.

**13. AREA BOARD**

- a) Email correspondence from Councillor regarding the Councils decision to not pursue Issue number 6455 "20mph speed restriction on The Hyde". **ATTACHED**
- b) Royal Wootton Bassett and Cricklade Community Policing Minutes – held as part of the Area board meetings. **ATTACHED**. Consideration to be given to Councillor Kevin Law representing the Council given the revised time/location and requirements of Councillor participation.
- c) Minutes of meeting held on Wednesday 26<sup>th</sup> September 2018. **ATTACHED**

**14. NEIGHBOURHOOD PLAN**

The Neighbourhood Plan referendum was held on Thursday 1<sup>st</sup> November 2018.  
Results **ATTACHED**

**15. PLANNING and HIGHWAYS**

- a) **Council to consider the following applications** (attached list of comments received via email to date)
  - 18/07714/CLE – Folly Down Farm, Packhorse.** Certificate of lawfulness for use of the land as storage, B1 and B8 use. Comments to be received by 12<sup>th</sup> November 2018 (Asked to extend date to 13<sup>th</sup> November 2018)
  - 18/09333/FUL – Plain Farm, Lydiard Plain.** Construction of portal framed cattle building. Comments to be received by 7<sup>th</sup> November 2018. (Date extended to 13<sup>th</sup> November 2018)
  - 18/09275/FUL – 4 Willowbrook.** Erect single storey rear extension. Comments to be received by 2<sup>nd</sup> November 2018. (Date extended to 13<sup>th</sup> November 2018)
  - 18//09885/PNCOU – No Parish Farm, Braydon** Notification for prior approval for a proposed change of use of agricultural building to a dwelling house (class C3), and for associated operation development. Comments to be received 19<sup>th</sup> November 2018
  - 18/10091/FUL – 37 The Hyde.** Single storey rear extension. Comments to be received by 27<sup>th</sup> November 2018
- b) **The following were considered under delegated powers due to response deadlines:**
  - 18/08971/FUL – Huntersbrook House, Hoggs Lane.** Two storey rear extension. **No Objection** to the extension of agricultural livestock building.
  - 18/08830/FUL – Lower Farm, Stoke Common Lane.** Construction of a 2-bedroom bungalow as a residential dwelling. **Objection** was raised to the Construction of a 2-bedroom bungalow as a residential dwelling as the applicant has stated that this dwelling will be for residential use in retirement and not for agricultural needs.
  - 18/09213/FUL – Hayes Knoll Farm, Transport Yard. Hayes Knoll.** Repair of Dutch barn including using same material on the roof, recladding of walls in agricultural style timber boarding rather than corrugated sheeting and change transparent polycarbonate sheeting to glazing. **No Objection** to the repair of existing Dutch Barn including using same material on the roof, recladding of walls in agricultural style timber boarding rather than corrugated sheeting and change transparent polycarbonate sheeting to glazing.



## PURTON PARISH COUNCIL

### **18/09018/CLE – Lower Farm, Mobile Home, Stoke Common Lane. Purton Stoke.**

The existing mobile home based at Lower Farm being used as residential accommodation.

**Objection** was raised to the existing mobile home based at Lower Farm being used as a residential accommodation.

### **18/09524/FUL – 38 Witts Lane.** Proposed single storey extension.

Under delegated powers Purton Parish Council raise **No Objection** to the proposed single storey rear extension.

#### c) **Applications were permission was granted.**

**18/05422/FUL – Casa Paolo, Common Platt.** Erection of 2No dwellings and conversion of existing restaurant premises to provide separate self-contained dwelling house. **Approve with conditions.**

**18/06774/FUL – Restrop Farm, Restrop Road.** Erection of a single-storey link between dwelling and ancillary barn. **Approve with conditions.**

**18/07054/LBC – Restrop Farm, Restrop Road.** Erection of a single-storey link between dwelling and ancillary barn. **Approve with conditions.**

**18/07352/FUL – 73 Pavenhill.** Proposed detached garage. **Approve with conditions**

**18/06148/FUL - 9 Pavenhill -** Retrospective minor amendments to workshop/studio (16/11701/FUL) inclusive of: addition of velux windows, installation of WC & window, timber cladding of building instead of render, installation of rear door. **Approve with conditions.**

**18/07946/FUL – 35 Stone Lane, Lydiard Millicent.** Demolition of outbuilding and swimming pool and erection of 1.5 storey outbuilding. **Approve with conditions.**

**18/08015/FUL – Montana House, Pavenhill.** Proposed rear extension. **Approve with conditions.**

**18/08628/FUL – 9 Hoggs Lane.** Change of use of land from agricultural to residential, the erection of greenhouses, tool shed and compost bins (retrospective) **Approve with conditions.**

**18/07/972/FUL – 6 Lower Pavenhill.** Erection of replacement dwelling and garage. **Approve with conditions.**

#### d) **For information**

a) Wiltshire Council Highways October newsletter – previously circulated via email.

b) Weathercock Stables- for information enforcement letter received, due to lighting installed, not part of the application granted.

e) Public Enquiry date – 29<sup>th</sup> January 2019 Appeal 81 dwellings and associated infrastructure with all matters reserved with the exception of access. Council to consider sending a representative to all or part of this enquiry. (8 days) **ATTACHED**

## 16. **CAT-G**

Chairman of Council to give an update on information received since last meeting.

## 17. **WALC- October Newsletter ATTACHED**

## 18. **THE VERGE, CHURCH STREET**

For information and noting the verge has been planted with 200 Cotoneaster plants.



**19. RIGHTS OF WAY AND OPEN SPACES**

- a) For information Open Space Society draft Strategy Plan 2019/24. **ATTACHED**
- b) Open Spaces Society Autumn brochure available for anyone who wishes to read.

**20. POLICIES FOR CONSIDERATION AND ADOPTION**

Council to consider and adopt the following policies **ATTACHED**

- a) Lone Working Policy
- b) Reporting of staff sickness
- c) Staff Holiday Policy
- d) Use of Council Property and Email Policy

**21. FOR INFORMATION**

Councillors briefing note 370 : Council Tax Single Persons discount Review. **ATTACHED**

**22. 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.

- a) Code of Conduct. Update for noting. **ATTACHED**
- b) Former Youth Club – Land at Reids Piece. **ATTACHED**

