
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 **Meeting** will be held on **Wednesday 6 June 2018** in the Community Room of Walter Powell School at **7.30 p.m.**

T M Chapman

Theresa M Chapman
Parish Clerk
01249 890379

Agenda

Public Question Time (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 accurate answers to all questions, but in some cases further research may be necessary when an answer will be given by the Chairman as soon as is possible.

Reports from Unitary Councillor and Council Representatives (Limited to 10 minutes)

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

0. **Apologies for Absence**
To **note** and **accept** apologies received from any Councillor (Cllrs Binstead & Hourigan)
1. **Declaration(s) of Interest**
To **receive** Declarations of Interest in accordance with the Local Authorities (Model Code of Conduct) Order 2007.
2. **Casual Vacancy**

To **co-opt** Meriel Griffiths to serve on the Parish Council until the next elections
3. **Minutes and Matters Arising**
 - i To **approve** and **sign** as a true record the Minutes of the Annual Meeting of the Parish Council held on Wednesday, 2 May 2018 and to **consider** Matters Arising not covered elsewhere on the agenda.
 - ii To **nominate** a Defibrillator guardian.
 - iii Update on ownership of the Play Area.
 - iv Update on purchase and installation of the Speed Awareness Camera (see also item 5ix).

- v Privacy Statement – see item 6i
 - vi To **note** that both Arkells and Wiltshire Council have been informed that the Parish Council is no longer seeking to designate the pub as an asset of community interest.
4. **Planning Matters (HC)**
*See **online** as Wiltshire Council no longer issue paper copies to Councils.*
<http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>
Prior to the consideration of each Planning Application the opportunity will be given for Applicants and their Representatives and any other interested parties to address the Council. (Limited to 3 minutes per person).
- i **Planning Applications since the last meeting**
18/03524/FUL - Change of Use of Land to a Private Gypsy and Traveller Caravan Site Consisting of Three Pitches Each of Which Would Contain One Mobile Home, One Utility Dayroom and One Touring Caravan and Associated Works on land to the Rear of The Paddock, Heath Lane, Startley.

18/04525/TPA – 8 Paddock Close – fell one Norway Maple.
 - ii **Applications Determined by Wiltshire Council since the last meeting**

18/03034/TCA – Glebe House – fell eucalyptus
 No objection.

18/03890/TCA – The Beeches – fell one holly tree
 No objection.
5. **Finance and Audit (SB/TMC)**
- i To **consider** the internal audit findings letter and to **agree** management responses.
 - ii To receive and **note** the Annual Internal Audit report.
 - iii To **receive** the Annual Governance and Accountability return, section 1, Annual Governance Statement and to **determine** the Council's responses to the internal control statements and the rationale for the answers; to **complete and approve** section 1 and to **authorise** the Chair and Clerk to sign same.
 - iv To **receive** the Annual Governance and Accountability return, section 2, Accounting Statements 2017/18, as certified by the Responsible Financial Officer; to **approve** section 2 and to **authorise** the Chair to sign same.
 - v To **certify** the Parish Council claim that it is exempt from external audit.
 - vi To **approve** and sign the supporting statements for publication – bank reconciliation, explanation of significant variances, spend over £100, fixed assets schedule.
 - vii To **agree** the publication period for the exercise of electors' rights (30 consecutive days including the first ten working days of July).
 - viii To **appoint** Nick Frost as the internal auditor for 2018/19.

- ix To **ratify** the Chair's decision to place the Council insurance for 2018/19 with BHIB, Aon having withdrawn from the Parish Council market.
- x To **ratify** payments made between meetings as per the attached schedule and to **approve** payments as per the attached schedule.
- xi To **consider** the granting on read only access to the Parish Clerk via the internet to the Council bank accounts for the purpose of accessing and downloading bank statements.
- xii To **consider** the options for future payments of PAYE in the light of HMRC's request that Councils cease to pay by cheque.

6 **Governance (CB/TMC)**

- i To **consider** the draft Privacy statement as pre-circulated **for adoption** under GDPR.

7. **Updates (if any) on Standing items**

- i Allotments and Free Gardens (DB/MH)
- ii Cemetery
- iii Community Room (FH/SM)
- iv Emergency Planning (CB/AG)
- v Footpaths & Rights of Way (SB/MH)
- vi Highways & Parish Steward (SM/MH)
- vii Play Park (FH)

8. **Correspondence**

To **note** that there were no items received for information as circulated between meetings that Councillors have brought forward for discussion or decision.

- i National Pay Award for Local Government staff - notification of changes to the pay-scales.
A matter for the Parish Councillors sitting in private session at a date t.b.a.

9. **Councillors' Observations and Items for Next Agenda**

Councillors are asked to consider any items for the next agenda, and to make any observations. No decisions can be made on items under this heading.

The following items will be considered at the July meeting:

- The draft Community Emergency Plan;
- Possible CATG funding application for West Street footpath to be formed by piping the ditch and flattening the verge.

10. **Dates for Future Meetings**

The next meetings of the Parish Council will be held at 7.30 p.m. on Wednesday
4 July 5 September 3 October 7 November 9 January 6 February 6 March.