**TOCKENHAM PARISH COUNCIL**

Thursday 4th January 2019

Dear Councillor,

You are summoned to a Meeting of the **Tockenham** **Parish Council,** which will be held on **Tuesday 8th January 2019** in the **Village Hall, Tockenham** at 7.00 p.m.

**Danielle Crawford**

Tockenham Parish Clerk

**NOTICE OF MEETING – Public Notice of the meeting is given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.**

**Public Question Time –** an opportunity for members of the public to address the Council on any Council matter before the meeting commences. (Limited to 10 minutes)

Welcome and acceptance of Councillor Mrs Tracy Madgewick

**Reports from Wiltshire Councillor**

**Report from Wiltshire Police, if any.**

**AGENDA**

**1. Apologies for absence – Cllr Mrs S Still**

**2. Declarations of Interest – in accordance with Wiltshire Council’s Members Code of Conduct, as adopted July 2012.**

**3. Minutes –** To receive and sign as a true record:-

Minutes of the meeting of the Parish Council held on Tuesday 6th November 2018

**4. Clerks Report**

1. Cyber Crime Workshop
2. Cllr Mrs Waymans December Highways Newsletter
3. Wiltshire Housing Site Allocation Plan Update
4. National Armed Forces Weekend (Parish Council Support will cost £300)
5. Update on PC visit to MOD Lyneham

**5. Planning Application**

1. Update on Binall Stables
2. Update on Barbel’s sign
3. Update on Village Storage Unit

**6. Finance and Administration** – To consider financial matters and to receive notification of any further matters for consideration.

To formally set both the Council Budget 2018-2019, and the 2019-2020 precept

To discuss and Agree an Internal Auditor

**a) Invoices**

i) Clerks Salary – December 2018 January 2019 £183.33

ii) HMRC Clerk PAYE – December 18 January 19 £50

iii) Clerk Stationery, Paper and printing costs £30

iv) Black Nova Designs – Yearly Website Hosting £70

**7. Highway Matters**

a) Metro Count required

b) Dip in road at The Hillocks

c) Proposed road closure at the railway bridge, Trow Lane

d) Flooding - at Primrose Hill and on C120 before Preston Lane

e) Parish Steward Scheme - need new programme

f)Noticeboard maintenance and repairs suggestions by Cllr M Marmoy

**8. Neighbourhood Area Plan / Parish Plan –** Update to be received from Councillors,

**9. Play Area –** New Sign

Completion of wood treatment

Grass Cutting Rota

**10. Area Board –** Update on last meeting to be received from Councillors.

a) Update from November meeting (G.C.)

b) Attendee for January meeting

c) Update on grant for Storage Unit

**11.** **Councillors Reports and Items for Next Meeting,** which cannot be dealt with by the Clerk and which do not require a policy decision other than referral to the next meeting.

**11. Date of Next Meeting –** The next Ordinary Meeting of the Council is scheduled for 5th March 2019, 7.30 p.m.