

TOCKENHAM PARISH COUNCIL

23 June 2020

Dear Councillor,

You are summoned to a Meeting of the **Tockenham Parish Council**, which will be held on **Wednesday 1st July 2020** at 7p.m. via Zoom

Diane Zeitzen

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)

Reports from Wiltshire Councillor

AGENDA

ORDINARY AGENDA:

Public Question Time – an opportunity for members of the public to address the Council on any Council matter. In light of coronavirus any questions to be submitted to the clerk before the meeting

Reports from Wiltshire Councillor

1. **Apologies for absence**
2. **Declaration(s) of Interest - In accordance with the Parish Councils (Model Code of Conduct) Order 2001 and revised (Model Code of Conduct) Order 2007**
3. **Minutes** – To receive and sign as a true record the Minutes of Annual Parish Council Meeting held 4th May 2020 (**Draft minutes previously Circulated**)
4. **Clerks Report –**
 - a) **Shield Wiltshire**
 - b) **Bobby Van News**
 - c) **Covid 19 Support Funding Opportunities**
 - d) **Re-allocation of Road Space – message from Cllr Wayman**
 - e) **Link to Walking in Wiltshire**
 - f) **Briefing Note 20-20 – 5 year Housing Land Supply**
 - g) **NALC Website Accessibility Requirement**
 - h) **Wales and West Utilities Launch Safe and Warm Fund**
5. **Planning –**
18/08298/OUT – Pound Farm (under Lyneham) Meeting to discuss 27th May

20/02857/FUL Barton Cottage – amended application. Parish Council comments submitted to Wiltshire Council.
Query need for Planning Permission on cottage on Primrose Hill

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

To approve any payments required

Invoices

- a) Clerks Salary
- b) HMRC Clerk Salary
- c) Internal Audit A Duffield £50.00
- d) Preservative etc. for Play area - £113.33 payable to Geoff Cowling
- e) Village plants - £97.46 – payable to Julie Marshall
- f) Topsoil for Orchard Lane – TBC
- g) Receipt of £10 for sale of flower pots
- h) HMRC/P45/P60 updates

To note Bank balance

Income and Expenditure

Documents circulated to councillors before meeting

7. Audit 2019/20

8. Clerk appraisal and salary

9. Highway Matters

Issue	Date reported	By whom	To whom	Progress
Minor signage C120 Red triangle signs no footway for 500 mtrs	Feb 2020	DK	CATG	All CATG meetings currently cancelled Request submitted to Catg by DK
Minor signage C130 Red triangle signs no footway for 200 mtrs	Feb 2020	DK	CATG	All CATG meetings Currently cancelled Request submitted to Catg by DK
Flooding Primrose Hill	Ongoing	GC	Parish steward	Ongoing- monitor
Flooding Preston Lane	Ongoing	GC	Parish steward	Rodded - monitor
Footpath steps 38 West Tockenham protect bottom step from heavy traffic	Ongoing	DK	Rights of Way Warden	Pending
Gigaclear C120 verges repairs	ongoing	GC	Highways	Brilliant repair work carried out by Wiltshire Council
Verge between Shaw Fam and Red Lion Cottage				Repair of damage in hand
Primrose Hill	ongoing	GC	Thames Water	To return ongoing
Bend by Bluebell Wood sign?				Monitor
Gulley service				DK now has details
Gigaclear				Quite extensive works planned to dig trench through main Street – potentially 14 – 21 August

Parish Steward Visits 2020	24 June, 22 July 23 Sept no visit in Aug			
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10. Standing Orders and Code of Conduct

11. Parish Councillors Roles and Responsibilities

12. On Line Banking

Documents re items 10 – 12 circulated to councillors before the meeting.

13. Neighbourhood Area Plan – Plan document now finalised and passed to Wiltshire Council for preparation for Final Referendum. Referendums suspended due to coronavirus until further notice by Wiltshire Council

- 14. Play Area** – Updates on preservation work
- Replacement of swing chains
 - To consider requirements for maintenance going forward

15. Lease for Village Storage Unit update

16 Website regulations

17. Councillors Reports and Items for Next Meeting

18. Date of Next Meeting – Wed 2nd September 2020