

## TOCKENHAM PARISH COUNCIL

18 Feb 2020

Dear Councillor,

You are summoned to a Meeting of the **Tockenham Parish Council**, which will be held on **Tuesday 3<sup>rd</sup> March 2020** in the **Village Hall, Tockenham** at 7.30 p.m.

**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

1. **Apologies for absence**
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 7<sup>th</sup> January 2020

4. **Clerks Report**
  - Wessex Flood Warden Newsletter
  - Wiltshire Council Wiltshire News
  - PCS UK Defib and CPR Training
  - Local Government Boundary Commission Survey
  - RWB Community Matters
  - Highways Newsletters January and February
  - Rural Bulletin
  - Electoral Register
  - Wessex Community Action Learning and Development Programme
  - Report on Wiltshire Housing Site Allocations Plan
  - Consultations on Neighbourhood Plans
  - Hugo Fox Websites
  - Open Space and Green Infrastructure Survey
  - On line Registration of Interests Parish Councillors
  - Changes to kerbside collections
  - Planning Portal technical issues Wiltshire Council

Best-Kept Village Competition  
Update on visit to MOD Lyneham

## 5. Planning Applications

**19/11289/FUL 12 Tockenham Corner proposed part single/part 2 storey side and rear extension. Comments by 3<sup>rd</sup> Jan 2020 -Merely an extension request for original application 16/07394/FUL – Parish Council approves revised application.**

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

### a) Invoices

- i) Clerks Salary
- ii) HMRC Clerk PAYE
- iii) HMRC penalty re 2018
- iv) Black Nova website hosting
- v) Community First Insurance
- vi) Bevirs-Law - £6 for and registry request

### b) Finance

- i) Income & Expenditure and Bank Statement
- ii) Precept
- iii) HMRC/P45/P60 updates

## 7. Website

Areas for improvement - Audit/Finance Folder needed  
Feedback from updating of information and training

## 8. Highway Matters

Tockenham PC				
Issue	Date Reported	By Whom	To Whom	Progress

- a) Speeding signs - update on bin signs –**DK enquiring costs from Wiltshire Council. An official request to be put to CATG for 4 No Footway signs DK DK proposed parish council pay 50% of signage costs TM seconded and unanimously resolved. DK will contact Wiltshire Council with official proposal**
- b) Update Flooding at Primrose Hill, Update Flooding near Preston Lane – **continue to monitor throughout wet season, GC working with parish steward who has already carried out rodding work at Preston Lane**
- c) Footpath steps at 38 West Tockenham – **To request revised design to protect bottom step from heavy traffic. Pending**
- d) **Gigaclear – more road works expected in parish –ongoing Still waiting update on W C road inspection on 18<sup>th</sup> Dec**

- e) **Parish Steward Scheme** – Signs and foliage require cleaning and pushing back. Grit bins to be checked and grit inside to be dug over. Grips along C120 need re-doing after Gigaclear works. **GC now has a good working relationship with the parish steward and making good progress with required work.**

Note – Potholes to be a priority by W C Highways.. Pothole by Bluebell Wood to be requested. Ref ditches at Greenway – propose see what Wiltshire Council do in current clear-up before ask Parish Steward to take any further

f) **Road Closures**

17<sup>th</sup> February – 5<sup>th</sup> March – **C120 Greenway (Between A3102 & Bushton)**

6<sup>th</sup> March – 11<sup>th</sup> March – **C131 Preston Lane**

12<sup>th</sup> March – 23<sup>rd</sup> March – **C15 between Bushton & Hilmarton**

24<sup>th</sup> March – 27<sup>th</sup> March – **C111 Hilmarton to A3102**

**9. Neighbourhood Area Plan** – Final Report now received from External Examiner Deborah McCann. W C Planning Dept. now working on final Referendum

**10. Meeting Dates April 2020 – March 2021**

**11. Play Area –**

Preservative due to be added to all wood. **To be carried out in spring**

Goal Posts need painting – Cllr D Kirby to request Village Hall Committee to add to

work. **To be carried out in spring by Volunteers through the Village Hall**

**GC to check inspection requirements, carry out inspection and set up inspection rota from March 2020**

Future of Flag post – scheduled to get down and examine. Then decide on requirements.

**Currently serviceable, dates and occasions of use required.**

**Unanimously agreed flag to be raised 23<sup>rd</sup> March St Georges Day, 21<sup>st</sup> April HM**

**Queen’s birthday, 8<sup>th</sup> May VE day, 11<sup>th</sup> November Remembrance Day and day of Village Fair.**

Storage Unit – fee to cover landowner’s legal expenses now provided **Lease set-up still pending**

**12. Area Board –**

Meeting 22<sup>nd</sup> Jan cancelled

25<sup>th</sup> March Strategic Needs meeting – to agree at least 5 “active”

Community Area Priorities

**13. Bi-Annual Litter Pick- Saturday 28<sup>th</sup> March 10am**

**14. 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.

**Date of Next Meeting:**

**Annual Parish Meeting Wednesday 8<sup>th</sup> April 2020**

**Annual Parish Council Meeting on Monday 4<sup>th</sup> May 2020 at 7pm.**

**The Bi-Annual Tockenham Litter Pick will take place on Saturday 28<sup>th</sup> March at 10am.**