**MINUTES OF THE**

**TOCKENHAM PARISH COUNCIL MEETING HELD ON**

**TUESDAY 8th January 2019**

**Present** Councillor Mrs D Kirby (Chairman), Cllr Mrs T Madgwick, Cllr G Cowling and Cllr M Marmoy.

**Also Present,** Wiltshire Councillor Mrs A Bucknell and Miss Danielle Crawford (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.

**ORDINARY MINUTES**

**Public Question time**: There were no questions received

Cllr M Marmoy officially resigned as Councillor and Mrs T Madgwick was opted as new Councillor. Cllr Mrs D Kirby proposed, Cllr G Cowling seconded and **RESOLVED UNANIMOUSLY**

**01/19. Apologies for absence:** Cllr Mrs S Still

**02/19. Declarations of Interest – in accordance with the Wiltshire Council’s Members Code of Conduct, as adopted July 2012 –** There were no declarations of interest

**03/19. Minutes:** Members had previously been circulated with the Minutes**:**

The Council received, approved and signed as a true record the Minutes of the meeting of the Parish Council held on Tuesday 6th November 2018. Cllr Mrs D Kirby proposed, Cllr G Cowling seconded and **RESOLVED UNANIMOUSLY**

**04/19 Clerks Report:** The following items were received

1. Cyber Crime Workshop **(noted)**
2. Cllr Wayman’s December Highways Letter (**noted, points to note an additional £8m is being spent on the highway maintenance program and Capital Expenditure is up in 19/20 to around £20m)**
3. Wiltshire Housing Site Allocation Plan Update **noted and advised the consultation dates are extended.**
4. National Armed Forces Weekend (Parish Council support will cost £300) noted **that the Council would not benefit from this and therefore will not donate this time around.**
5. Update on PC Visit to MOD Lyneham: **2019 will see an increase of around 500 soldiers living on site as 5 Force Support Battalion start to arrive from Germany.   
   Five new residential blocks are under construction on the base, these will be 4 stories high. The MOD will continue to lease almost 100 houses to civilians.  
   It was confirmed that around 5k personnel lived in or around camp when it was an RAF base therefore the proposed new personnel level of 4k should not create any disturbance locally.   
   The only other highway matter to be noted is the application for the 30mph limit to be extended and further pavements and traffic lights to be installed on A3102, to include past Melsome Road – this application is still in discussion with highways.**

**05/19 Planning Applications**

Update on Binall Stables **– No update has been received at time of the meeting**

Update on Barbell’s sign – Parish Council agreed it was out of keeping with the surroundings and too large. The Council have proposed a smaller sign more in keeping with the area and other highways signs.

Update on Village Storage Unit – An application has been made for the Planning condition to be lifted. The Council support this application. (Clerk to complete Planning Form accordingly)

**06/19 Finance and Administration** – The Parish Council considered financial matters and received notification of Invoices for payment.

The Council Budget for 2019-2020 and 2019-20120 Precept requirement was considered and adopted. The Precept requirement was set at £7,000.00 and the Wiltshire Council paperwork completed and signed. Proposer Cllr G Cowling and Seconded Cllr Mrs D Kirby and unanimously **RESOLVED**

**Internal Audit, Mr Mike Cook has agreed to conduct the internal Audit.**

1. **To approve any payments required**:

i) Clerks Salary – December 2018, January 2019 £183.33

ii) HMRC Clerk PAYE – December 2018, January 2019 £50.00

iii) Clerk Stationery, Paper and Printing cost £30

iv) Black Nova Designs (yearly hosting) £70.00

Councillor Mrs D Kirby proposed Councillor G Cowling seconded and **RESOLVED UNANIMOUSLY to approve the above payments.**

To confirm Cllr T Madgewick to be added as a signatory and Cllr M Marmoy to be removed from signatories.

**07/19. Highway Matters**

* 1. Metro Count required – **Requested from Highways, the decision is pending**.
  2. Dip in road at The Hillocks – **Being progressed within the Highways systems**
  3. Proposed road closure at railway bridge, Trow Lane – **noted this is a night closure midnight – 8.30am 12th – 20th January 2019**
  4. Flooding – at Primrose Hill and on the C120 before Preston Lane – **Wiltshire Cllr A Bucknell to investigate and report**
  5. **Parish Steward Scheme** – New Programme now received. - **To report Single track sign at Tockenham Corner and Welcome sign by Sewage Works need cleaning. Bus shelter tidy also to be added to programme.**
  6. Notice-Board Maintenance and repairs suggestions by Cllr M Marmoy. – **DK to discuss with Kevin Carter**

**08/19. Neighbourhood Area Plan** –

Awaiting consultation date from Wiltshire Council

**09/19. Play Area**

New sign now in situ

Grass Cutting Rota – **DK to confirm last year’s volunteers are happy to help this year.**

**10/19.** **Area Board**

a) Update from November meeting (G.C.) – New Special needs school to be proposed and in planning consultation.

b) Attendee for January meeting – Purton 23rd January **Cllr Mrs D Kirby to attend but Cllr G Cowling to be available if required,**

c) Update on grant for Storage Unit **– Once the planning condition has been removed, DK to complete the grant paperwork.**

**11/19. 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

Nothing to report

**12/19 Date of Next Meeting –** The next Ordinary Meeting of the Council is scheduled for 5th March 2019, 7.30 p.m.