**MINUTES OF THE**

**TOCKENHAM PARISH COUNCIL MEETING HELD ON**

**TUESDAY 5th March2019**

**Present** Councillor Mrs S Still, Cllr Mrs T Madgwick, Cllr G Cowling

**Also Present,** Wiltshire Councillor Mrs A Bucknell, Mrs Danielle Holmes (Clerk) and 2 members of the public,

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

Mrs A Carpenter was opted as new Councillor. Cllr Mrs S Still proposed, Cllr Mrs T Madgwick seconded and **RESOLVED UNANIMOUSLY**

**01/19. Apologies for absence:** Cllr Mrs D Kirby

**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 8th January 2019. Cllr Mrs T Madgwick proposed, Cllr G Cowling seconded and **RESOLVED UNANIMOUSLY**

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

1. Polling District and Polling Place Review in Progress by WC **(noted)**
2. Register for Best Kept Village Competition (**noted, to not pursue this year)**
3. Big Great Britain spring clean – Noted, **Tockenham 22/3 – 23/4 at 10am, Cllr T Madgwick also discussed the daily litter picking completed by herself and others in the village and to Thank those within the Parish that do this on a regular basis)**
4. BBC2 – Back in Time Series **– noted the requirements to be very specific, Council is not aware of anyone fitting the requirement but will put on the noticeboards incase.**
5. Bus Passes – new form to enable use with Bradies - **noted that a new form is available but they won’t update automatically so you will need to apply each year.**
6. Cllr Waymans January Highway Newsletters – **noted**
7. List of Electors – requested a list for Parish Council Records – **Clerk has requested one copy.**

**05/19 Planning Applications**

Update on Binall Stables **– Class Q issue, no requirement as such just a question to confirm and reply to.**

Update on Barbell’s sign – **Application was withdrawn**

Update on Village Storage Unit – **Planning application agreed, lease in discussion with landowner and Solicitor, awaiting response and action plan. Solicitor costs to be confirmed**

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

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

i) Clerks Salary – February and March 2019 £183.33

ii) HMRC Clerk PAYE – February and March 2019 £50

iii) Tockenhamparishcouncil.gov.uk yearly Domain £48

iv) Community First Insurance Renewal £398.29

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

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

**07/19. Highway Matters**

* 1. Update on Primrose Hill Flooding – **Council discussed and agreed the ditches are the responsibility of the Landowner**
  2. Pond Overflow – AB in discussion with owners of Queens Court – **Wiltshire Council are involved with this and will keep the Council updated**
  3. Water Board will be replacing underground pipes along Orchard Lane in **summer 25th April 2019**
  4. **Parish Steward Scheme** – New Programme now received. –

i) Flooding new Preston Lane – **WC to continue to look into**

ii) Temporary Road Closure at Orchard Lane **noted**

iii) Handrail and Steps of footpath opposite 38 West Tockenham, knocked over again – **to be reported to Steward**

**08/19. Neighbourhood Area Plan** –

Updates were received as follows: Consultation Questionnaire had a total of 11 replies.

Wiltshire Council and the Neighbourhood plan committee have been working hard to update the plan with the necessary compliance, including map updates and official adoption by WC.

Once WC approves the plan, it will be sent for further approval, if it gets approved by that committee and the residents it will be adopted and confirmed in place until 2026. The steering group have been consulted and advised no further amendments are required for approval.

**09/19. Play Area**

i. Grass Cutting Rota issued – **noted first cut is on a sit on mower**

ii. Mower service is being arranged – **Martin Marmoy to up Council on cost and repair**

iii. Parish Noticebaords to be repaired – **Potential to move location but contractor to update on requirements**

iv. Bus Shelter repairs and clean – **Council discussed this and it was agreed, (due to it being owned by the Council) that Clr G Cowling would check painting and cleaning requirements and report back to the Council.**

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

Next meeting 20th March at Bushton. Member of Community Mentoring and Support Group will attend.

It was noted that anyone is welcome to these meetings, however Cllr Mrs T Madgwick and Cllr G Cowling put forward their interest in attending.

**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 9th April 2019, 7.30 p.m.