

TOKENHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
Wednesday 11th November 2020 at 7pm
Held remotely via Zoom due to situation with Coronavirus

Present: Councillor D Kirby Chairman (DK), Cllr G Cowling Vice Chairman (GC), Cllr T Madgwick (TM), County Cllr A Bucknell (AB), D Zeitzen Clerk (DZ)

1 member of the public attended for part of the meeting

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- None

Reports from Wiltshire Councillor DK thanked AB for the report which was very useful and informative. AB explained the November Area Board will be looking at innovations through the Covid19 pandemic and taking them forward.

81/20 Apologies for absence – Cllr S Still (SS), Cllr A Carpenter (AC)

82/20 Declaration(s) of Interest - In accordance with the Parish Councils (Model Code of Conduct) Order 2001 and revised (Model Code of Conduct) Order 2007 None

83/20 Minutes – Members had previously been circulated with the Minutes: The Council received, approved and signed as a true record the Minutes of the Parish Council Meeting held 2nd September 2020. GC proposed, TM seconded and **RESOLVED UNANIMOUSLY** DK signed

84/20 Clerks Report –

- a) **Various Covid 19 updates** – Noted, very useful, circulated in village
- b) **WALC NALC Planning white paper summaries** – Noted, very useful
- c) **White paper planning for the future government consultation** – Noted
- d) **Area Board Boundary review** – Noted
- e) **Jane Vaughan RWB weekly news** – Noted
- f) **Parish steward** – New steward now in post
- g) **SSEN prepare for winter** -Noted, circulated in village
- h) **WALC October + November newsletters** – Noted
- i) **Financial Planning council tax setting** – Noted for precept setting
- j) **Operational flood groups news** Noted
- k) **Electoral services casual vacancies 6 month rule – (can co-opt if vacancy by 10 November)** Noted – clarified by AB
- l) **Various training courses** Noted, several attended by clerk
- m) **Electoral Register Request** Noted, DZ has requested copy
- n) **RWB Neighbourhood Plan Consultation** Noted, closes 23 Nov
- o) **Army Engagement Broadcast** Noted 24 Nov 7pm DK & TM will attend
- p) **Census 2021** Noted DZ to post notice on website

All previously circulated

85/20 Planning –

18/08298/OUT – Pound Farm (under Lyneham) Section 106 not yet signed, delay due to Covid. Still expected to go ahead.

20/02857/FUL Barton Cottage – amended application - refused

Request from Abattoir – for PC to support their relocation and to build 30+ houses on the site. DK, GC and Stuart Richardson met with planning agent, plans will go against Tockenham Neighbourhood Plan and Wiltshire Core Strategy. Parish Council did not receive any representation at Reg. 14 stage. The abattoir is in discussion with Wiltshire Council with representation of Reg16 notice

New gateway at Greenway – owner will apply for retrospective planning consent, gateway opens on to a highway

25 Primrose Hill now completed and passed by building surveyor under plans from 1970s

86/20 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 £243.00
 - b) HMRC Clerk Salary £60.40
 - c) Clerk training £5 to Compton Bassett Parish Council (website accessibility training)
 - d) Poppy wreath - £25 to DK
 - e) Petrol for mower - £5.55 to DK
 - f) Swing seats and chains - £276.60
 - g) HMRC/P45/P60 updates None
- DK proposed, GC seconded.

Payments RESOLVED UNANIMOUSLY.

Action: DK to set BACS payments up, AC to release (except item d)

Item d) AC to set up TM to release

Bank balance as at 8 November 2020 £25,603.19 Income and Expenditure

Balance as at 8 November 2020 £25,601.19 Cheque £2 to D. Barnes not presented Noted

DK reminded Councillors that the balance includes reserves to cover play equipment and community led plan projects

Budget 2021/22

DK talked councillors through the proposed budget which was shared on screen and discussed thoroughly.

Precept 2021/22

DK proposed the precept be set at £7,000 (as previous 2 years) GC seconded this **RESOLVED UNANIMOUSLY.**

Precept request to be submitted to Wiltshire Council after confirmation at January 2021 meeting

Documents circulated to councillors before meeting

87/20 Standing orders – adoption of policies. DK and DZ have produced draft financial, planning, co-option, recruitment and staff policies.

Action: For approval by councillors and adding to standing orders at next meeting

88/20 ICO Registration After investigation DK proposed the parish council should be registered with ICO, GC seconded. **RESOLVED UNANIMOUSLY.**

Action: DZ to submit registration, payment will be by standing order £35.00 per year

89/20 Highway Matters

Issue	Date reported	By whom	To whom	Progress
Minor signage C120 Red triangle signs no footway for 500 metres	Feb 2020	DK	Area Board	Approved by CATG now with Area Board for discussion at meeting on 25 Nov
Minor signage C130 Red triangle signs no footway for 200 metres	Feb 2020	DK	Area Board	Approved by CATG now with Area Board for discussion at meeting 25 Nov
Flooding Primrose Hill	Ongoing	GC		Improvement after Thames Water repaired water leak, continue to monitor
Flooding Preston Lane	Ongoing	GC		Rodded - monitor
Footpath steps 38 West Tockenham protect bottom step from heavy traffic	Ongoing	DK	Rights of Way Warden	Pending – but unlikely to see any action in near future
C130 Tockenham Corner to village		GC		Thames Water to reinstate verges in 8 locations. GC continuing to chase
Orchard Lane	July 2020	DK		Ground very uneven following repair by Thames Water. Quote to be obtained for repair and supplying top soil. Ed Edgell has carried out some works, will look at again in spring
Parish Steward Visits 2020	18 Nov, 16 Dec, 20 Jan			Any issues to be reported to GC for parish steward's next visit 18 Nov
Tree felling request Greenway		TM	Wilts Council	Completed after contacting Wiltshire Council

90/20 Neighbourhood Area Plan – Plan document now finalised and passed to Wiltshire Council for preparation for Final Referendum. Referendums suspended due to coronavirus until May 2021 by Wiltshire Council

91/20 Play Area

Replacement of swing chains. DK swings and chains have been purchased
Waiting to be installed

To consider requirements for maintenance going forward

Major sinkage of ground DK full investigation underway

92/20 Lease for Village Storage Unit update DK further proposals made, Awaiting response.

93/20 Website GDPR/Privacy Policy Current statement under review
Councillors' Photos SS to submit photo to DZ
Website hits DK very interesting data, website has had 5,787 hits in Last 12 months
Accessibility Statement DK this has been agreed and posted on the website

94/20 Councillors Reports and Items for Next Meeting
Local Forum – meeting of local councillors with new police leader – AC attended
Introduction received email from local officer- P.C. Liam Currant.

Meeting closed at 8.30pm

Date of Next Meeting – Wed 6 January at 7pm 2021, this will be held via Zoom due to the situation with coronavirus