

**TOCKENHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
Tuesday 7th January 2020 at 7.30PM**

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

1 member of the public attended

ORDINARY MINUTES

Public Question time:

- 1) Timescale completion of work by Thames Water - **Unknown (but permission for road closure lasts until March)**
 - 2) Reinstatement of verges and cleaning of road – **AB advised Thames Water should leave as it was before they started work.**
- AB will also chase Wiltshire Council for its report after their inspection of C120 after Gigaclear works**

Reports from Wiltshire Councillor: None

01/20. Apologies for absence: None

02/20. Declarations of Interest – in accordance with Wiltshire Council's Members Code of Conduct, as adopted July 2012.

GC declared an interest in Finance item 6a iii and iv

03/20. 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 Wednesday 13th November 2019 DK proposed, GC seconded and **RESOLVED UNANIMOUSLY**

04/20. Clerks Report: The following items were received

- a) Flood resilience workshops **Noted, not appropriate for Tockenham**
- b) Community Policing Team changes **Noted RWB Sgt Kate Smith, rural Andy Singfield**
- c) Cllr Wayman's Nov and Dec newsletters To Note - **£7.3 million added to Wilts Central Government Pothole fund**
- d) Wiltshire News Wiltshire Council **Noted**
- e) North Swindon Big Band Concert 27th Jan **Noted**
- f) Special Education Needs/Disability Strategy Wiltshire Council **Noted**
- g) RWB & Cricklade Community Policing Liaison Group Meeting 22nd Jan **Noted**
- h) MOD Lyneham Newsletter **Noted**
- i) Community Foundation Surviving Winter Fund and Safe + Warm **Noted DK will put on notice boards and circulate by email**
- j) Invitation to visit MOD Lyneham **Noted DK & AC to attend**
- k) Invitation to Focusing on the Future Event – 9th January at Monkton Park **Noted AB will circulate presentation notes**
- l) Designation of Brinkworth and Grittenham Neighbourhood Area **Noted**
- m) Community Area Strategic Needs Assessment – Briefing Note 19-039 **Noted. Will be discussed at March Area Board meeting**

05/20. Planning:

- 18/08298/OUT – Pound Farm (under Lyneham) **Application refused by Wiltshire Council**
19/11289/FUL 12 Tockenham Corner proposed part single/part 2 storey side and rear extension. **GC advised this was continuation of application from 2007**

06/20. Finance and Administration – The Parish Council considered financial matters and received notification of Invoices for payment

a) Invoices

- i) Clerks Salary £283.43 (includes payment extra hours)
- ii) HMRC Clerk PAYE NIL
- iii) £11.97 for gift – payable to GC
- iv) £20.00 shovels -payable to GC

Proposed: DK seconded AC and **RESOLVED UNANIMOUSLY** to approve the above payments

Update on P45/P60 situation previous clerk – **none to date**

Letter sent to HMRC with new contact details for Parish Council – no response to date

b) Finance

- i) Budget and precept 2020/21 – (including Council Tax Setting Programme)
Budget for 2020/21 was discussed in full.
DK proposed precept stays at £7,000 as discussed at November meeting, seconded by GC, **RESOLVED UNANIMOUSLY**
- ii) Audit 2019/20 Internal audit DK advised Mike Cook will carry out internal audit
AGREED UNANIMOUSLY
- iii) Income & Expenditure and Bank Statement Expenditure 1st April – 1st Dec 2019
£3,439.14. Cheque no 597 and 600 not cleared .Vat refund £120.93 recd. Bank statement as at 10 Dec £21,106.67
AGREED UNANIMOUSLY

07/20 Highway Matters

- 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) Missing Greenway sign – **AB pursuing with Highways Dept. Now in place**
- c) 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 site**
- d) Refill of Grit Bins – **GC purchased two shovels**
- e) Footpath steps at 38 West Tockenham – **To request revised design to protect bottom step from heavy traffic. Pending**
- f) **Gigaclear – more road works expected in parish –ongoing Still waiting update on W C road inspection on 18th Dec**
- g) **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.**
- h) Temp closure of Trow Lane (part) Tockenham & Brinkworth 20th -31st Jan 2020 **Noted**
- i) “ “ Bowds Lane “ “ 13th – 17th Jan 2020**Noted**

08/20 Website

Areas for improvement **TM to forward new photo for welcome page**

Add an Updates Page.

Training for clerk **DZ to receive word press training on 9.1.20, information on site to be brought up to date.**

09/20 Neighbourhood Area Plan Formal Regulation 16 Consultation now complete.
Report has been received from External Examiner Deborah McCann. Although

happy with most of her comments, the Steering Group have gone back with an objection to one of her proposals. Awaiting her feedback.

10/20 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 23rd March St Georges Day, 21st April HM Queen's birthday, 8th May VE day, 11th November Remembrance Day and day of Village Fair.

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

11/20 Area Board – Update from meeting on 27th November in conjunction with RWB Environment Group. AC attended and said it was very enjoyable. **AB said it was very successful with stalls and discussions. Wiltshire Council are looking to hold similar events in the future focusing on Health and Well Being, Young People.**

Meeting 22nd Jan cancelled. Next meeting Strategic Needs 25th March 2020

12/20 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. None

13/20 Date of Next Meeting – Tuesday 3rd March 2020 at 7.30pm

Change of date for Annual Parish Council and Annual Parish Meeting 2020 –After discussion it was unanimously resolved as follows :

Annual Parish Meeting on Wednesday 8th April 2020 at 7pm

Annual Parish Council Meeting on Monday 4th May 2020 at 7pm.

The Bi-Annual Tockenham Litter Pick will take place on Saturday 28th March at 10am.

Meeting closed at 9pm