

TOCKENHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
Wednesday 6th January 2021 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), Cllr A Carpenter (AC) D Zeitzen Clerk (DZ)

1 member of the public attended 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-

The owner of Apple Thatch advised of his temporary static caravan on site, DK said he should have contacted the parish council. AB will advise him on the route to take for submitting a planning application to Wiltshire Council for the temporary static caravan.

Reports from Wiltshire Councillor AB advised Wiltshire Council are back in lockdown mode but are trying to keep all going that they can. Household recycling centres are open and bin collections are continuing. Leisure centres and libraries are closed. The Well Being Hubs are reopened. Business grants are being made available again. Local schools are closed, there is a lack of internet access for some families, this is being looked at. Covid support groups are back in action, people are being told to shield in this lockdown. CATG meeting is being held next week and local plan seminars are being held this month. Community Safety Liaison meetings are going ahead with another planned for Friday. The January Area Board meeting has been cancelled.

1/21 Apologies for absence – Cllr S Still (SS)

2/21 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

3/21 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 11th November 2020. GC proposed, TM seconded and **RESOLVED UNANIMOUSLY** DK signed

4/21 Clerks Report

Various Covid 19 updates – Noted and circulated around village by DK
WALC community volunteers training for emergencies Noted
Royal Wootton Bassett Our Community Matters Noted
Partner updates for Area Board January meeting cancelled
Wiltshire Council Active Community Resources Noted
RWB & C Community Safety meeting with police DK attended item 14
Free Energy Surveys for SMEs and businesses 30% grants available
WALC newsletter Dec 2020 Census briefing 22 Jan DZ to attend
Briefing Note 20 37 Housing Land Supply 4.5 year supply at present

Local Plan Consultation DK to attend 19 Jan RWB
All previously circulated

5/21 Planning –

18/08298/OUT – Pound Farm (under Lyneham) Section 106 now signed, land now for sale
New gateway at Greenway – owner applying for retrospective planning consent
Drury's Abattoir- awaiting further updates
Barn on A3102 change of use required, AB has notified owners
Apple Thatch The owner is applying for permission for a temporary static caravan.

6/21 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 £60.60
- c) Shovel and sticks – price tbc – to GC awaiting stock
- d) Approval to pay for Defibrillator pads – approx. £50
Due Feb/March 2021 TM proposed, GC seconded, resolved unanimously
HMRC/P45/P60 updates None

Payments RESOLVED UNANIMOUSLY.

Action: AC to set BACS payments up, TM to release

Bank balance as at 5 January 2021 £24,987.44 Income and Expenditure Balance as at 5 January 2021 £24,985.44 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

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

Precept 2021/22

At the last meeting after thorough discussion, it was proposed and unanimously agreed to set the precept at £7,000 with confirmation at this meeting.
DK proposed confirming the precept be set at £7,000 (as previous 2 years) GC seconded this

RESOLVED UNANIMOUSLY

Action: DZ to submit request to Wiltshire Council

Documents circulated to councillors before meeting

7/21 Standing orders – adoption of policies

Planning, Financial, Recruitment, Staff Training and Co-Option

TM has amended the policies. DK proposed adopting the amended policies, GC seconded, **RESOLVED UNANIMOUSLY**

TM will also update the clerk's contract of employment

Action: DZ to post amended policies on website.

TM to update clerk's contract of employment

8/21 ICO Registration The parish council is now registered with the ICO and the registration certificate is on the website

9/21 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	To confirm at CATG meeting on 13 Jan 2021. The parish council will have to contribute towards cost of signage
Minor signage C130 Red triangle signs no footway for 200 metres	Feb 2020	DK	Area Board	To confirm at CATG meeting on 13 Jan 2021. The parish council will have to contribute towards cost of signage
Flooding Primrose Hill	Ongoing	GC		Improvement after Thames Water repaired water leak, continue to monitor
Flooding Preston Lane	Ongoing	GC		Parish steward cleared the drains AB will investigate
C130 Tockenham Corner to village		GC		Thames Water to reinstate verges in 8 locations. GC wrote to Thames Water they will come to village on 13 Jan 2021 to discuss problems and rectify
25 Primrose Hill	Jan 2021	GC		Water running from main road into garden. Thames Water to investigate
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 2021	20 Jan 2021			Any issues to be reported to GC for parish steward's next visit 20 Jan
Tockenham Wick	Dec 2020	GC	Parish Steward	Flooding of ditches causing deep potholes. DK will contact Martin Cook to arrange meeting with landowner

10/21 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

11/21 Play Area

Replacement of swing chains. Completed with thanks to Kevin Carter
Major sinkage of ground under full investigation, the area has been taped off. Idverde to visit site January 2021.

Action: DK to check lease agreement

12/21 Lease for Village Storage Unit update - revised drawings supplied to Bevirs and terms agreed.

13/21 Website GDPR/Privacy Policy Current statement under review
Councillors' Photos Actions: SS to submit photo to DZ for website.
TM will review GDPR/Privacy policy

14/21 Councillors Reports and Items for Next Meeting
RWB & Cricklade Community Safety Meeting with Police Inspector Douglas Downing, chair AB, attended by DK. Very interesting meeting, A lot of concerns from villages over speeding. DK has since spoken to the local community police officer Monty Alvin who is keen to give support over this issue.

Meeting closed at 8.30pm

Date of Next Meeting – Wed 3rd March at 7pm 2021, this will be held via Zoom due to the situation with coronavirus