

TOCKENHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
Wednesday 3rd March 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), Cllr S Still (SS), County Cllr A Bucknell (AB), 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- None

Reports from Wiltshire Councillor AB sends items through to the parish council as they come up. There will be a rise in council tax this year but there are provisions in place to help people who are struggling with payments.

15/21 Apologies for absence – Cllr A Carpenter (AC)

Declaration(s) of Interest - In accordance with the Parish Councils (Model Code of Conduct) Order 2001 and revised (Model Code of Conduct) Order 2007

16/21 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. DK proposed, GC seconded and **RESOLVED UNANIMOUSLY** DK signed

17/21 Clerks Report –

Various Covid 19 updates Noted and circulated to village by DK

Draft Lyneham & Bradenstoke NHP Noted

WALC news & remote events Noted General newsletter

Letter to Community from Commandant MOD Lyneham Noted

Briefing Note Future Chippenham programme Public Consultation Noted

Wiltshire Local Plan & Gypsy & Travellers Plan Consultations Noted

Royal Wootton Bassett & Cricklade Our Community Matters Noted

Proposed Telecoms Development Preston Lane Consultation Planning application will be submitted to Wiltshire Council in due course

CPRE Wiltshire & Hills best kept village competition 2021 Unanimously resolved not to enter this year, due to verges in bad state and covid restrictions

Age UK Wiltshire Information & Advice Service DK circulated around village

Community First Insurance quotes 3 years 1st quote £341.24

2nd quote £290.06 DZ got 3 quotes, **unanimously resolved** to stay with Community First for another 3 years, whose 2nd quote was the cheapest.

BHIB insurance quote 3 years £316.31

Parish steward visits GC steward didn't turn up for visit as on holiday but should be coming to village on Friday instead.

Wiltshire Climate Alliance Noted

Census promotional materials Information on parish council website and DK to put posters up.

Calor Rural Community Fund Noted

Prospective candidates local elections webinar DK attended the first one, there will be another on 8 March. Please contact DK or DZ if you would like details to attend.

All previously circulated

18/21 Planning –

18/08298/OUT – Pound Farm (under Lyneham) Land now in new ownership.

20/11130 New gateway Middle Hill Farm Greenway retrospective planning consent Comments by 22 Feb 2021 Tockenham Parish Council Support this application

21/00101/ENF Land South West of 20 The Hillocks, Lyneham change of use of an agricultural building for the keeping of greyhounds is needed. Currently with the Enforcement Officer. Ongoing **Applethatch, Greenway** – Owner to resubmit original planning application. In meantime, static caravan is a permitted temporary measure.

The Tangle – planning application for change of use of expanse of land to be purchased by owner to add to the garden (was agricultural use) The parish council will support this application

19/21 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) Clerk stationery £19.40
- d) Defib pads £82.47 agreed and paid by Bacs
- e) Bevirs (for Land Registry Compliant Plan) - £216 agreed and paid by Bacs
- f) Insurance Community First £290.06 (per annum, 3 year contract)

HMRC/P45/P60 updates None

Precept DZ has submitted application to Wiltshire Council, this has been approved, payment will be in April.

Unanimously resolved to pay items a, b and c

Action: TM to set up AC to release

Items d and e already paid as previously agreed

Action: Item f DK to check details re playing field then advise TM and AC to release payment

It was **unanimously resolved** that £100 is available for tubs and flowers for the village, this sum has been accounted for in 2021/22 budget

To note Bank balance to date £24,350.37

Income and Expenditure to date £24,348.37

Difference £2 uncashed cheque D Barnes

Draft Asset List **Unanimously resolved** to update asset list for insurance purposes, one memorial bench June Strange £500, one memorial bench Dave Bird £399.

Action :DZ to amend and recirculate for approval.

Documents circulated to councillors before meeting

20/21 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	Approved by CATG, who will pay 50% of costs DK signs will be installed w/c 15 March 2021
Minor signage C130 Red triangle signs no footway for 200 metres	Feb 2020	DK	Area Board	Approved by CATG, who will pay 50% of costs DK signs will be installed w/c 15 March 2021 Part payment will be requested by Wiltshire Council
Flooding Primrose Hill	Ongoing	GC		Improvement after Thames Water repaired water leak. Waiting details of land drain location which previously cleared area before becoming overgrown
Flooding Preston Lane	Ongoing	GC		Rodded - monitor
C130 Tockenham Corner to village		GC		Thames Water to reinstate verges in 8 locations. Verge reseeding has taken place at Tockenham Corner & on A3102 approach to Tockenham Corner but appears to have been laid on paper rubbish! Further remedial action delayed until drier weather of April/May
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
Tockenham Wick Flooding		GC	Highways Dept	Meeting has taken place to discuss how to deal with this long standing problem. Further discussions awaited. AB edge of carriageway has come away, not in parish steward remit, awaiting to go in highways programme
Blocked culverts, inc by Greenway Farm		GC	Wiltshire Council	10 culverts in total, waiting delayed visit of contractor Thanks to GC for all his work on roads and flooding . Waiting for Wiltshire Council to clear culverts
Footpath steps by 38 Tockenham	Feb 2021	2complaints from residents ref need for repair.		To consider getting in contractor DK These have been repaired several times but are damaged by passing large vehicles. Several possible solutions, Action: DK to investigate

Temporary road closure at Greenway				Thames Water – 6 th to 12 th April
Parish Steward Visits 2021 24 Feb 24 March 21 April No visit in May				Any issues to be reported to GC for parish steward's next visit

21/21 Neighbourhood Area Plan – Plan document now finalised and passed to Wiltshire Council for preparation for Final Referendum. Referendums suspended due to coronavirus until further notice by Wiltshire Council. DK 9 new NHP referendums to take place with elections so hopeful Tockenham's will be one of them. (Update – now confirmed that the Referendum for the Tockenham Neighbourhood Plan will take place on 6th May alongside Elections.)

22/21 Play Area Major sinkage of ground under investigation DK on 2 occasions Iverde have not kept appointment. Area is taped off. **Action: DK to chase** (Update – Idverde have supplied a quote to fill sinkage with topsoil and then seed - £703.54 +VAT. DK to pursue an additional quote.) DK has had several volunteers to cut the grass, a rota has been set up with cutting commencing mid March

23/21 Lease for Village Storage Unit update DK hopeful this will be completed shortly.

24/21 Website and email host review A thorough discussion was held on the suitability, ease of use and support offered. It was **unanimously resolved** to look at changing to a provider that specifically supplies parish council websites. DZ and AB have been looking at providers for another parish council and one in particular stood out. The gov.uk domain name will be kept. **Action: DZ will set up meeting between potential new supplier and parish councillors**
Councillors Photos SS is happy for her photo to be put on the website
Action: DZ to add photo to website
GDPR Statement TM has drawn up a new GDPR statement this has been unanimously approved. **Action: DZ to add to website**

24/21 Local Elections 2021 The elections will take place on Thursday 6 May 2021. All parish councillor applications forms to be submitted by hand by 8 April to Wiltshire Council. AB said parish councillors are elected to stand for a 4 year term of office. Anyone interested in becoming a parish councillor can contact DK for more information on the role.

25/21 Census March 2021 This will take place on 21 March 2021. Details are on the parish council website and posters will be put on the notice boards.

26/21 Updated Clerk's contract of employment DK the current contract will stay in place

27/21 Village Christmas tree A parishioner will like to organise the planting of a large Christmas tree for the village. DK unfortunately there are very limited options on where it can be planted. **Action: DK will contact the parishioner.**

28/21 Councillors Reports and Items for Next Meeting

- Local Forum – meeting of local councillors with new police leader
- Speeding sub-committee to be set up/Cybercrime advice newsletter to be issued. Farm and neighbourhood watch schemes will be highlighted.

DK unfortunately the present leader is leaving, Kate Smith will be standing in.

Useful Info from Part 2 of Clerk's Training – DK to review

Meeting closed at 8.45pm

Date of Next Meeting:

Annual Parish Council Meeting Wednesday 7pm 12 May 2021 , this may be held via Zoom depending on the situation with coronavirus