

**TOCKENHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON**

Wednesday 17th November 2021 at 7pm

Held in the Village Hall in line with latest Covid legislation, with covid safety measures in place

Present: Cllr D Kirby Chairman (DK), Cllr J Marshall (JM) Cllr T Madgwick (TM) Vice Chair, K Woolnough (KW), Cllr S Still (SS) County Cllr A Bucknell (AB), R Harris Clerk (RH)

0 members 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

1. Apologies for absence: All members present.

2. 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. Minutes – Members had previously been circulated with the draft minutes and notes.

The Council received, approved, and signed as a true record the Minutes of the Parish Council Meeting held 8th September 2021.

JM proposed, KW seconded and RESOLVED UNANIMOUSLY DK signed the minutes.

4. Clerks Report –

Various Covid updates Noted and circulated to village

RWB Our Community Matters Noted

Wessex Community Action newsletter – Now more Wiltshire based. Noted

Parish update from Wiltshire Police – Useful document. Noted

Councillor and Clerk training sessions –Please let DK know if you are interested in attending a training event.

Briefing Note 21-15 - Climate Strategy and Natural Environment Plan

Consultation – see later

Virtual Meeting to discuss the Future of our High Streets – 2/11/21. Tockenham does not have a high street.

Neighbourhood Planning Webinar – 9/11/21 - Noted

Local Plan Consultation Report – Next step in Wiltshire Core Strategy.

WALC Newsletters – Note various training offers - Noted

Town and Parish Meeting Notes – from 8th October –Mainly a Clerks meeting.

Community Safety Meeting Minutes – DK or KW to attend meetings.

Wiltshire PCC – Public Survey and Consultation – to 14th November – Finished

Next CATG Meeting – 15th December – KW to attend.

Briefing Note 21-18 – Community Governance Review (Tockenham not included) - Not relevant to Tockenham

Briefing Note 21-19 – Update on Leisure Centres Transferring to Wilts Council – Useful information.

Briefing Note 21-20 – Community Environmental Toolkit – Booklet to be circulated around Councillors and public encouraged to take an interest.

Briefing Note 21-21 – Renewable Energy Policy - Noted

Briefing Note 21-22 – Covid 19 Update – recommended measures - Noted

Briefing Note 21-23 – Democratic Meetings in Person – Noted.

Message from Philip Wilkinson – Speeding and Support for Community Speed Watch Teams – Tockenham does not have a Community Speed Watch Team.

People Survey– DK to complete and return to RH. Councillors to make any comments for inclusion to DK.

All previously circulated

5. Planning

21/00101/ENF Land Southwest of 20 The Hillocks, Lyneham change of use of an agricultural building for the keeping of greyhounds. Opposed by Parish Council. Application refused by Wiltshire Council 17.11.21 Wiltshire Council enforcement still overseeing this.

Pound Farm, Lyneham Reserved Matters Application for land at Pound Farm submitted 16/10/21 – Ongoing.

6. Finance and Administration -To consider financial matters and to pass for payment.

Invoices to be approved

Clerks Salary - £267.70 (calculated as one normal 2 monthly payment plus 3 weeks)

HMRC Clerk Salary – 66.80

New mower – now purchased - £1,230

Winter flowers for village - £28.50 – to JM

Flowers for ex clerk - £35 – to DK

Petrol for mower - £18 – to DK

Poppy Wreath - £25 – to DK

GDPR Data Protection Fee - £40 by 29/11 ICO annual direct debit.

Balance fee for lease - £7 to Bevirs.

Payment to wages officer for year £70.00

Gift for Sonia Woolnough in thanks for her hard work in sorting lease for storage unit. Agreed. To be sourced by DK over next 2 weeks

Invoices approved unanimously. Proposed by TM and seconded by SS.

TK to set up payments, KW to authorise.

To note Bank balance £26,964.22 as at 17.11.21

Income and Expenditure – noted

Documents circulated to councillors before meeting

7. Highway Matters

Issue	Date reported	By whom	To whom	Progress
Minor signage C120 and C130. Red triangle signs no footway for 500 metres and 200 metres.	Feb 2020	DK	Area Board	Approved by CATG, who will pay 50% of costs Signs installed Part payment will be requested by Wiltshire Council - Not yet requested 17.11.21. Hold open until end of financial year.
C130 Tockenham Corner to village (Primrose Hill)		GC		Thames Water have now confirmed that they are not prepared to do any further work. PC decided not to pursue. KW attended meeting 13/09/21 re missing culvert. Letter sent to Wiltshire Council Highways 28/9 - no reply to date. AB will chase.
Orchard Lane	July 2020	DK		Agreed – No further action to be taken.

Blocked culverts, inc. by Greenway Farm		GC	Wiltshire Council	<p>Wiltshire Council carried out work within their remit to clear and issued report about work completed.</p> <p>Culverts at Greenway have been cleared and jetted by Wiltshire Council. Raised issues re upstream side. KW satisfied good communication with landowners.</p> <p>7/10 culvert cleaned out and clear. 20/10 Flooded but cleared quickly. 31/10 Bad flood but moving well.</p> <p>System not coping but this is not a high priority for Wiltshire Council.</p>
Footpath steps by 38 Tockenham	Feb 2021	2complaints from residents' ref need for repair.		Landowner to pursue possible solution.
Parish Steward Visits 2021 15th September 13th October and 10th November.				<p>Any issues to be reported to KW for parish stewards next visit.</p> <p>Information not being received from parishioners. DK mentioned bus shelter seats dirty. KW to ask Parish Steward to wipe down at next visit.</p> <p>Agreed that a gift to show appreciation to Steward and his boss will be made. KW to arrange.</p>

9. Play Area - JM checked recently. No current problems. Issue reported with new mower at last cut. To be reviewed in March 22. JM to complete rota for next years grass cutting.

10. Lease for Village Storage Unit Update: Now signed. Thank you to Sonia Woolnough and Bevirs Solicitors for their hard work in achieving this.

11. Website New website now up and running. Discussion over village Website amalgamation at next meeting-Deferred to next meeting.

12. Councillor's emails, Councillor's training Sarah receiving emails via her own email address. .gov address to be looked at next year.

13. Email disclaimers Deferred to next meeting.

14. Village Christmas tree:Tree lights to be switched on Friday 3rd December at 6:30pm. Site to be made ready this weekend. Posters to be made to advertise event by KW. KW and JM to talk to Dave Strange about switching on the lights. KW to check if bar will be open.

15. Councillor's Reports and Items for Next Meeting

1) Area Board Meeting 19th January 22, pushing for actual meeting rather than virtual meeting.

16. Working in Partnership to Tackle Isolation and Loneliness Meeting 19th October – DK did not attend. Not applicable to Tockenham as too small a parish.

17. Wild Peacocks around village.DK has written to DEFRA. Reply still awaited. RSPA and RSPB not interested as wild birds. Wiltshire Council unable to act for same reason. This is not a Parish Council issue.

18. Abattoir – Query on hours of operation from resident Wiltshire planning dept have no agreed hours on file therefore nothing can be done.

19. Tockenham Climate Strategy – to discuss at next meeting.

20. Defibrillator Report –All read. New battery will be required in 2023.

21. Time Team Plaque – unveiling?DK to email interested parties to arrange visit to KW to view plaque prior to unveiling. Unveiling to take place in new year.

22. Need for Metro Count? Carried forward.

23.Dates for future meetings. These were set as:

Tuesday 11th January 2022

Tuesday 22nd March 2022

Tuesday 12th April 2022 for Annual Parish Meeting

Tuesday 10th May 2022 for Annual Parish Council Meeting.

Date of Next Meeting: 11th January 2022.