

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

**Tuesday 10<sup>th</sup> May 2022 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 T Madgwick (TM), Cllr J Marshall (JM), Cllr S Still (SS), Cllr Kevin Woolnough (KW) County Cllr Allison Bucknell (AB), R Harris Clerk (RH)

No members of the public attended the meeting

**AGENDA**

**ORDINARY AGENDA:**

- 1.** Public Question Time – an opportunity for members of the public to address the Council on any Council matter. None.
- 2. Apologies for absence - None**
- 3. Report from Wiltshire Councillor**

AB advised that the Area Board is to change the structure of grants. More details to follow. CATG budget has been increased  
Parish and Town councils will no longer be eligible to apply for capital grants as these can be included in Precept.  
CATG will be renamed and remit extended.  
Next CATG meeting is 18<sup>th</sup> May, KW to attend. This meeting will be virtual.  
Next Area Board meeting will be located at Lyneham Primary School on 15<sup>th</sup> June. These are business meetings  
Community Safety meeting will be held on Friday 13<sup>th</sup> May, DK to attend.
- 4. 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.

**4. Minutes –** To receive and sign as a true record the Minutes of Parish Council Meeting held 22<sup>nd</sup> March 2022. **Minutes previously circulated**  
TM proposed and JM seconded the minutes as a true record of the meeting.  
DK signed the minutes
- 5. Clerks Report –**

Community Safety Forum – New Chief of Police gave a talk to the meeting outlining his plans for the future  
Lyneham Banks update - Still subsiding so no work can be started until this stops. Diversions still in place.

Changes to some Parking from 1<sup>st</sup> April 22 Now includes a flat rate for all day Sunday of 70p, regardless of how long you stay.

Key safe for Storage unit – Now purchased.

Old Lawn Mower – It was agreed that a notice would be put into the Parish Magazine asking if anyone was interested in having this, donations in lieu of formal payment. DK

WALC – Debbie Bourne has replaced Katie Fielding. Their new project is Building Bridges.

Community Care Group Meetings – These are going well. Each Parish is putting together information of facilities within their area. These will be published in a directory.

Briefing Note 22-09 – 5-year housing requirement – Shortfall of commitment from Wiltshire Council

Briefing Note 22-10 – Electric vehicle charging points at council premises – Good idea

DEFRA reply re. Peacocks – Peacocks do not come under DEFRA remit; their advice is to call the police unless the owner is known.

Potential Parish Council Forum – Meeting agreed that it is not necessary to restart this forum.

P C Lucy Wright – to attend a meeting. RH to contact Lucy to let her know dates of future meetings and also to invite her to a coffee morning.

Environment Forum – A notice will be placed in the next Parish Magazine inviting interested parties to attend.

Police Recruitment Initiative - Under way.

Parked Scaffolding Vehicle – Now removed.

Litter Pick Update – Went well, 12 – 14 people attended and helped out. Next one will be early autumn. Also, to add to Jan 23 agenda so the spring litter pick can be planned

No -Mow May – will not affect village.

Solar Notice – Noted

£150 energy rebate - added to website and notices to be placed on Parish Notice Boards. DK.

New Shed – to claim VAT

Clerk appraisal – Agreed to be held prior to 5<sup>th</sup> July Parish meeting.

## **6. Planning**

**21/00101/ENF** Land South West 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 An Appeal against the Refusal has been granted and an independent body – the Planning Inspectorate - will make a final decision.

DK has added Tockenham Parish Council's objections. No update at present.

**PL/2021/11276.** 36 Greenway. Tockenham Planning Consultation. This application replaces the previous one. PC support comments submitted. Refused by Wiltshire Council.

**PL/2022/02285** – Barton Cottage – Change of use from garage to residential use - plus small rear extension. P C Supported. Awaiting Planning Department decision.

**7. 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) Internal Audit - £60 – hold until invoice received.
- d) Dog signs - £20.00 to JM
- e) Trough – £38.50 to JM
- f) Key safe – to DK £25.00
- g) Balance of Shed £4,080.00 to Bulldog Fencing
- h) Petrol for Mower - £10.14 – to JM
- i) Litter Pick refreshments - £2.45 to JM
- j) Increase in Insurance to cover new shed - £36.00 to Community First

**Invoices approved unanimously.**

Proposed by DK and seconded by SS. TM to set up payments, KW to release.

To note Bank balance £33452.87 @ 2 May 22

Income and Expenditure

Precept £10000 paid 25<sup>th</sup> April 22

VAT refund submission to be submitted early June

Documents circulated to councillors before meeting

**8. Audit 2021/22** – Internal Audit + External Audit – (to waive this by completing Annual Governance + Accountability Returns Form. Deadline 1<sup>st</sup> July - External Audit – RH to pursue this and arrange exemption.)

**9. Clerk appraisal** to be carried out by 5<sup>th</sup> July, prior to next meeting.

**10. Highway Matters**

Issue	Date reported	By whom	To whom	Progress
C130 Primrose Hill Collapsed Victorian farm gate drain (Culvert) And entrance to Tockenham Wick which is prone to	Sept 21	KW	Wiltshire Council	KW attended meeting 10th January 2022. Wiltshire Council Highways to replace culvert at P. Hill and to put in culverts at T Wick. Road to be closed 7 <sup>th</sup> – 13 <sup>th</sup> July for works.

flooding				
C120 Mermaid Corner, Greenway to Bushton	Sept 21	KW	Wiltshire Council	KW attended meeting 10th January 22. Culverts/pipes blast cleared 7th Oct 21. Wiltshire Council Highways to re-investigate following 31st Oct 21 flood. Particular areas of concern to be re-blasted. Martin Cook from Wiltshire Council has advised that the main carrier pipe is fractured and needs replacing. Ongoing
Footpath steps by 38 Tockenham	Feb 21	Two complaints from residents re need to repair	Wiltshire Council	KW to pursue through usual Wiltshire Council channels Case number 00051969 Ongoing
A3102 Dip, low area at Tockenham Corner. Increase in standing water.	16 <sup>th</sup> Dec 21	KW	Wiltshire Council	KW to task Parish Steward to clear drainage areas. Ongoing.
Collapsed handrails at 4 + 5 Tockenham	29 <sup>th</sup> Sept 21	KW	Wiltshire Council	KW reported as issue. Case number 00042522. Ongoing
Broken Greenway Sign	Dec 21	DK	Wiltshire Council	DK has written to Chris Clark to ask for sign to be replaced – and if sign can be put on stilts to make it more visible when verges being cut. Cllr AB asked to intervene. Confirmed – Order for new sign raised. Awaiting date for works.
Damage to sign by right turn into Tockenham on A3102.	March 22	DK	Wiltshire Council	Case No. 00057092 Order has been raised for new sign
Parish Steward Visits 2022 Usually first Tuesday or Wednesday in month.				Any issues to be reported to KW for parish steward's next visit
Leak on C120 – road between Binall and Greenway		KW	Wiltshire Council	Road Closure possible up to 09/05/22. Works completed over Bank Holiday weekend (May Day).
Area by Padmead / Heron Pond And area by 38 West	March 22	KW	Wiltshire Council	KW has sent photographs of the areas to AB for advice.

Tockenham				
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**11.** Play Area – All well. Storage unit now erected. Guttering to go up to store rainwater.

No Dogs in Play Area signs now in place.

**12.** Website including amalgamation with village website. Carried forward as this was raised by AB

**13.** Email disclaimers: Update from TM – Agreed not required on Tockenham Parish Council emails.

**14.** Area Board Meeting 15<sup>th</sup> June and 28<sup>th</sup> September. Open to all. DK unable to attend June meeting. KW to try to attend.

**15.** Time Team Plaque – Formal opening during village Jubilee event, with an update on how this happened. KW has purchased a Time Team book which mentions the Tockenham programme, and it was agreed that there should be a silent auction for this during the Jubilee event with any monies raised being put to village projects.

**16.** Metro Count on C120 – still waiting for this to be put in place. Contractor vehicles are driving too fast through the village to be able to stop should anyone step out into their path. DK has raised this with the new Police & Crime Commissioner, who suggested we apply for a 20 mile per hour speed limit to be put in place.

Need to await results of Metro Count.

Police are patrolling tractors.

“No parking” letters have been sent to some houses near the problem area by track entrance. It was agreed that no letter required for horse centre at this stage.

**Date of Next Meeting** Tuesday 5th July 2022 at 7pm

Future meetings: 6<sup>th</sup> September 22, 15<sup>th</sup> November 22, 10<sup>th</sup> January 23, 7<sup>th</sup> March 23.

Annual Parish Meeting 18<sup>th</sup> April 23

Annual Meeting 9<sup>th</sup> May 23.