

**TOCKENHAM PARISH COUNCIL  
OF THE PARISH COUNCIL MEETING HELD ON  
Tuesday 5<sup>th</sup> September 2017**

**Present** Councillor Mrs D Kirby (Chairman), Cllr Mrs S Still and G Cowling. Clerk:  
Danielle Crawford and Wiltshire Cllr A Bucknell

**ORDINARY MINUTES**

**Public Question time:** No questions were received

**Reports from Wiltshire Councillor:** Cllr A. Bucknell advised the council that consultations about the new Household Recycling plans are taking place.  
Cllr A. Bucknell also advised the Pharmacy in Lyneham is underway to be constructed and opened shortly,

**32/17. Apologies for absence:** Cllr M Marmoy

**33/17. Declarations of Interest – in accordance with the Parish Council (Model Code of Conduct) Order 2001 and revised (Model Code of Conduct) Order 2007:**

None received

**34/17. 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 Tuesday 4<sup>th</sup> July Cllr G Cowling proposed, Cllr Mrs S Still seconded and **RESOLVED UNANIMOUSLY**

The Council received, approved and signed as a true record the Minutes of the Extraordinary meeting held on the 7<sup>th</sup> August 2017 Cllr G Cowling proposed, Cllr Mrs S Still seconded and **RESOLVED UNANIMOUSLY**

**35/17 Clerks Report:** The following items were received

- a) Update on the Future Delivery of Waste Collection and Waste Management Services. **(received and noted)**
- b) Housing Sites Development Plan Document and Leaflet **(received and noted)**
- c) Chance to get involved in commemorating the centenary of the end of WW1 – Free Trees for Communities. **(received and noted that the Council would be interested )**
- d) Autumn Clean planned for 18<sup>th</sup> November **(to be advertised nearer the time)**
- e) Health Watch Roadshow **(received and noted)**

**36/17. Planning: To note the following**

Planning application 17/06165/FUL  
Approved **(received and noted)**

**37/17. Finance and Administration** – The Parish Council considered financial matters and received notification of Invoices for payment

The following payments were considered and approved:

- |      |   |         |
|------|---|---------|
| i)   | Clerks Salary –June and July 2017   | £183.33 |
| ii)  | HMRC Clerk PAYE – June and July 2017  | £50.00  |
| iii) | Community First Insurance 17/18<br>(it was noted to request the insurance be updated to show 2 picnic benches and 2 public seats) | £375.60 |

Proposed Cllr G Cowling and Cllr Mrs D Kirby and **RESOLVED UNANIMOUSLY** to approve the above payment.

No Further Update or forms have been received from the Annual Return dated 31.3.17, need to await feedback from External Auditors.

To note Bank balance as at 12.7.17 to be £16,351.28

### **38/17 Highway Matters –**

- a. Parish Steward Feedback Noted – Cllr Kirby to raise CATG issue with reference to Tockenham Wick highway safety issue.
- b. To report parish steward request to clear verge between Tockenham Wick and bus stop **Noted and reported**
- c. Update on surface dressing – Orchard Lane has not been covered. To query the possibility of having it done at a later date, but, in the meantime, to report the two areas of broken/sunken surface along this road.
- d. Discussed issues raised reference reflective bollards replacement – These were broken when the hedge cutter came along, require replacement bollards on the corner, to be reported to Wiltshire Council. AB to pursue.
- e. To pursue Section 96 application for bottom of Orchard Lane, Cllr A. Bucknell will chase a update on this and will return to the Council with an update.
- f. Issue just put forward to Area Board/CATG - continuing 40mph speed limit along A3102 to beyond junction with Trow Lane **noted**

### **39/17. Neighbourhood Area Plan** Update to be received from Councillors,

DK had previously circulated the finalised Terms of Reference for Tockenham Neighbourhood Area Steering Group and the finalised Consultation Strategy document. In order to follow the Neighbourhood Plan process, these documents now need to be officially approved by the Parish Council.

Cllr Mrs S Still proposed, Cllr G Cowling seconded and **RESOLVED UNANIMOUSLY** to approve both documents - the Terms of Reference and the Consultation Strategy for Tockenham Neighbourhood Plan.

NFU report on “Getting Planning Right” **received and noted**

**40/17. Play Area** – GC reported that the remaining preservation process would be completed once the weather improves.

**41/17 Area Board** – Update on last meeting to be received from Councillors.

To note Juliet Evans will be in the new PCSO in our area.

To note the reducing and recycling proposed plans as above in the agenda.

To note new Community Hub in the library in Royal Wootton Bassett.

**42/17. 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.

To discuss how to deal with Village Fair Assets and Insurance liability.

Discussed and Responsible Finance Office/Clerk advised the Parish Council is only liable to insure items owned or donated to the Council. The Village Fair committee retain ownership to all items, therefore the Parish Council is not liable to cover such items in the insurance.

**Date of Next Meeting** – The next Ordinary Meeting of the Council is scheduled for 7<sup>th</sup> November 2017, 7.00 p.m.