

TOCKENHAM PARISH COUNCIL

Thursday 1st September 2016

Dear Councillor,

You are summoned to a Meeting of the **Tockenham Parish Council**, which will be held on **Tuesday 6th September 2016** in the **Village Hall, Tockenham** at 7.00 p.m.

Emily Maiden

Tockenham Parish Clerk

NOTICE OF MEETING – Public Notice of the meeting is given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.

Public Question Time – an opportunity for members of the public to address the Council on any Council matter before the meeting commences. (Limited to 10 minutes)

Reports from Wiltshire Councillor

Report from Wiltshire Police, if any.

AGENDA

1. **Apologies for absence**
2. **Declarations of Interest – in accordance with Wiltshire Council's Members Code of Conduct, as adopted July 2012.**
3. **Minutes – To receive and sign as a true record:-**

Minutes of the meeting of the Parish Council held on Tuesday 28th June 2016.

4. **Clerks Report**

a) Updates to the Electoral Roll

To receive the latest updates for the electoral roll.

b) Junction 16 Improvement Scheme

The Council is informed that there will be a presentation on the proposed new layout of Junction 16 at Manor House, Royal Wootton Bassett, on Thursday 8th September from 6.30pm.

c) Safe Drive, Stay Alive workshop

At the previous Council meeting there was some interest in the Safe Drive Stay Alive event to be held on 22nd September by Wiltshire Council and the Wilts and Dorset Fire Service. Details are available to those who might wish to attend.

5. **Planning Application**

Planning application 16/07304/FUL

On behalf of Mr S Hughes

Proposed two storey side and rear extension at 12 Tockenham Corner.

The Committee is asked for its comments.

6. **Finance and Administration** – To consider financial matters and to receive notification of any further matters for consideration.

a) **Invoices**

- | | | |
|------|---|---------|
| i) | Clerks Salary –August and September 2016 | £166.47 |
| ii) | HMRC Clerk PAYE –August and September 2016 | £41.21 |
| iii) | Mr Geoff Cowling, money for prizes for the flower competition | £40 |

To receive any other invoices for payment.

b) To confirm and sign off the answers to questions submitted by Grant Thornton LLP.

7. **Highway Matters**

New Highways reporting system to be discussed – spreadsheet to be provided to local contact.

Update on surface dressing – some sites have not been covered.

8. **Neighbourhood Area Plan / Parish Plan** – Update to be received from Councillors.

9. **Play Area** – Update to be received from Councillors. Members are advised that RoSPA will no longer attend for site inspections as the cancellation of their service has been confirmed.

10. **Area Board** – Update on last meeting to be received from Councillors.

11. **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.