



Burbage Parish Council

Members of the Burbage Parish Council are hereby summoned to attend a Council meeting at Burbage Church Centre on **Monday 13 MARCH at 7.45pm**

Joyce Turner, Clerk to the Council, Clerk: clerk@burbage-pc.org.uk 01672 563718

The Public and Press are invited to attend this meeting

- 7.45 pm** To receive a report from Wiltshire Council via Cllr Stuart Wheeler - if available.
 To receive a Police Report – if available.
 To receive Speedwatch report – if available
 To receive questions from members of the public – not to exceed five minutes.
 (These may be answered verbally at the meeting or later in writing at the Chairman's discretion).

AGENDA

Item:

Clerk/Councillor

- 495** Receive and accept apologies for absence:
496 Receive Declarations of Interest or requests for dispensation.
497 Receive and confirm as a true record the draft Minutes of Meeting held on Monday 13th February, 2017.
498 Correspondence received since the last meeting:

JT

499 Neighbourhood Planning Steering Group:

- a) Correspondence
 b) Update on status

GP

500 Planning Committee:

- a) Correspondence:
 b) Receive report of Issues outstanding from the previous minutes:
 c) Consider any new and existing applications for planning including, but not limited to:

SC

Reference	Location	Applicant	Proposed Work	Decision
17/01768/TCA	All Saints Church Eastcourt	Mrs Thelma Henderson	Various Tree Works as per Report on Application.	

d) Note new planning applications:

Reference	Location	Applicant	Proposed Work	Comments to WCC by
17/01485/FUL	11 Well Meadow Burbage	Mr Chris Brennan	Single storey side and rear extension forming linked ancillary accommodation.	29/03/2017
17/02160/TCA	Little Estcotts Fir Green Lane	Mr Rose	Yew tree arch - reduce height by 1m & shape Walnut tree - crown raise by 1m & shorten branches near windows Beech tree - crown raise by 2m & reduce spread of long branches by 4m - 5m	31/03/2017

e) Arrange date for upcoming planning visits.

501 Village Open Spaces Committee:

- a) Correspondence: Email from Mr Gary Rawlinson about tourist information sign
 b) Receive report of Issues outstanding from the previous minutes:
 See Annexe A below
 c) Receive report on the Great British Spring Clean on March 3rd-5th.
 d) Discuss the issue with the tree on Village Hall land causing a nuisance to neighbour
 e) Discuss using the phone box as a Tourist Information kiosk
 f) Discuss the potential sale of the Three Horseshoes public house
 g) Playground inspection rota until next meeting:-
 18th March – Cllr Acheson
 25th March – Cllr Colling
 1st April – Cllr Giddings
 8th April – Cllr Lewis

JA

502 Finance & Policy Committee:

GP

- a) Correspondence
- b) Receive report of Issues outstanding from the previous minutes:
See Annexe A below
- c) Discuss the tenders received for the Grass Cutting contract, and award the contract.

503 Clerk/Finance /RFO Report:

Clerk/RFO

- a) Correspondence:
- b) Receive report of Issues outstanding from the previous minutes:
See Annexe A below
- c) Receive current liquidity statement & Bank Reconciliation for 28th February 2017: **£72,103.62**
- d) Note receipts since last PC Meeting:

Date Cleared	Chq/SO/BACS	Ref.	Details	VAT Excl	Total Recp.
01/03/17	BACS	R16/20	Base Rate Reward Account Interest Mar 17	10.31	10.31
Totals				10.31	10.31

- e) Approve new payments:

Date Invoice Recd	Chq No.	Ref.	Details	VAT Excl	Total Payments	VAT
04/03/17	100518	P249C	Burbage News Half Page March 17	15.00	15.00	
06/03/17	100519	P250C	Expenses – Cllr Pearce	28.65	28.65	
01/03/17	100520	P251C	Expenses – Cllr Acheson	34.25	34.25	
28/03/17	100521	P252C	Clerk's salary/BB/phone March 2017	352.50	352.50	
28/03/17	100522	P253C	PAYE for Clerk March 2017	85.20	85.20	
13/03/17	100523	P254C	Savernake Forest Scout Group - Donation	50.00	50.00	
Totals				565.60	565.60	

504 Next Meetings:

JT

- a) Full Council **Monday 10th April 2017** at 7.45pm in the Church Centre
- b) Next Committee Meetings: **Monday 27th March 2017** from 7.45pm in the Church Centre

Joyce Turner
Clerk to the Council

Annexe A – Actions outstanding from previous Minutes

Actions currently in progress

Planning	Who	When	Updates

Open Spaces	Who	When	Updates
1. Complaint about access on to the road by the bridges from Footpath 20. The metal crash barrier on the road prevents safe entry to and exit from the footpath, and has resulted in a member of the public having a fall on to the road. Cllr Stuart Wheeler has taken an action to contact the Rights of Way department at Wiltshire Council. The Clerk was instructed to also contact the Rights of Way Officer, copying in Cllr Stuart Wheeler, to stress that this is a safety issue.	Clerk	Feb	Issue logged with Wiltshire Council via the website. Ongoing The Clerk was asked to chase Wiltshire Council for some progress on this issue; and to suggest that a stile is erected across the barrier. Wiltshire Council have logged it as “to be inspected”, but said that since it is not a safety issue then it may take some weeks for the inspection to happen.
2. CCTV cameras – presentation to be given at the Parish Meeting in May, then the matter passed to the new Parish Council	JA/MR	Mar	Ongoing
3. Tree Preservation Orders – The Clerk has submitted the request for the four trees to Wiltshire Council	Clerk	Apr	Ongoing
4. Replacement roundabout sign – the Clerk asked Wiltshire Council to replace the damaged sign at the Hungerford approach to the roundabout. Chased several times by the Clerk. Wiltshire Council say it is in progress.	Clerk	Feb 2015	Ongoing
5. Jubilee Tree bench – the Parish Council to purchase and install a plaque on the bench to commemorate the Queen’s Jubilee.	CW	Apr	Ongoing
6. Parish Steward – Cllr Acheson’s details to be sent to Wiltshire Council as the nominated contact 5 main tasks for the Parish Steward are:- 1. Footpath from Old Bakery to Manor Farm 2. Flooding at the bottom of Westcourt 3. The damaged culvert at East Sands 4. Flooding by Cherry Orchard Cottage, at the end of the lane.	Clerk JA	Jun	COMPLETE Ongoing

7. A report that some trees have been cut down on the Parish Council land by the playground, without permission, by a resident whose property adjoins the land. The Clerk was asked to check the Parish records for the title deeds to this land. The Clerk was asked to write to the householder The fence has been repaired. Letter received stating that a previous resident had been asked to remove the trees by the Parish Council	Clerk	Nov	The title deeds show that the Parish Council is the owner of the land Letter received from householder
8. Request from Mr Philip Marsh for bus shelters in Burbage for travellers heading southbound, particularly by Seymour Pond. Persimmon Homes suggested applying to their charity for a grant. The Clerk was asked to contact Wiltshire Council to see if a bus shelter could be erected on the pavement by Seymour Pond	Clerk	Mar	Ongoing
9. Supply and fit fingerpost signs for Wolfhall/Crofton and Durley. Contract awarded to Chris Wheeler Construction	Clerk	Dec	COMPLETE

Finance & Policy	Who	When	Status
Workplace Pensions compliance	RFO	Feb	The RFO has completed and submitted the declaration of compliance. No action is required by Burbage Parish Council as the Clerk's gross annual pay (£5,252) is below the minimum threshold (£5,824)
Emergency Plan	SC	Jun 16	Clr Colling has sent the draft plan to the Good Companions, the church, the Village Hall, the surgery, and Womans Own for comment.
Proposed 20mph limit in Burbage for the roads east of the High Street.	SC	Oct	Ongoing

Clerk/RFO	Who	When	Status
Reduction of limit for Financial Services Compensation Scheme to £75,000. Limit has been raised back to £85,000	Clerk	Mar	