



Burbage Parish Council

Members of the Burbage Parish Council are hereby summoned to attend a Council meeting at Burbage Church Centre on **Monday 10 JULY 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 - if available.
To receive a Police Report – if available.
To receive Village Hall 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

542 Receive and accept apologies for absence:

Clerk

543 Receive Declarations of Interest or requests for dispensation.

544 Receive and confirm as a true record the draft Minutes of Meeting held on Monday 12th June, 2017.

545 Correspondence received since the last meeting:

546 Neighbourhood Planning Steering Group:

GP

- a) Approve the submission of the Neighbourhood Development Plan to Wiltshire Council for the next stage of the adoption process

547 Planning Committee:

SC

- a) Correspondence:
b) Receive report of Issues outstanding from the previous minutes:
c) Chairman to put forward his recommendations on the Housing Allocation Plan
c) Consider any new and existing applications for planning:
d) Arrange date for upcoming planning visits, if required

548 Village Open Spaces Committee:

- a) Correspondence: Email From Komplan about winning match funding for playground equipment
b) Receive report of Issues outstanding from the previous minutes:
See Annexe A below
c) Discuss complaint about upkeep of footpath behind electricity sub-station in Saddlers Way
Review quote to provide new church signs
d) Review the tenders for a new piece of climbing equipment for the playground
e) Playground inspection rota until next meeting:-
15th July – Cllr Terry
22nd July – Cllr Thornton
29th July – Cllr A Wheeler
5th August – Cllr C Wheeler
12th August – Cllr Colling
19th August – Cllr Giddings
26th August – Cllr Fellows
2nd September – Cllr Pearce
9th September – Cllr Rowland

549 Finance & Policy Committee:

GP

- a) Correspondence: Email about the Police and Crime Commissioner's Community Action Fund
b) Receive report of Issues outstanding from the previous minutes:
See Annexe A below
c) Approve payment of electrician's invoice for installing the White Hart defibrillator in the phone box (if available)
d) Discuss whether to renew membership of CPRE, at a cost of £36.00; and whether to increase the donation amount.

550 Clerk/Finance /RFO Report:

Clerk/RFO

- a) Correspondence:
b) Receive report of Issues outstanding from the previous minutes: None
c) Receive current liquidity statement & Bank Reconciliation for 30th June 2017:

d) Note receipts since last PC Meeting:

Date Cleared	Chq/SO/BACS	Ref.	Details	VAT Excl	Total Recp.
01/06/17	BACS	R17/04	Bank Interest - Base Rate Reward account June 17	11.06	11.06
Totals				11.06	11.06

e) Note payments made as the result of an authorised contract:

Date Invoice Recd	Chq No.	Ref.	Details	VAT Excl	Total Payments	VAT
13/06/17	100551	P282C	Burbage News – half page June 17	15.00	15.00	
Totals				15.00	15.00	

f) Approve new payments:

Cheque Date	Chq No.	Ref.	Details	VAT Excl	Total Payments	VAT
10/07/17	100552	P283C	Bawden Managed Landscapes – grass cutting June 17	536.18	643.42	107.24
28/07/17	100553	P284C	Clerk's salary/BB/phone July 2017	352.50	352.50	
10/07/17	100554	P285C	PAYE for Clerk July 2017	85.20	85.20	
10/07/17	100555	P286C	Clerk's expenses Jun-Jul 2017	26.58	26.58	
10/07/17	100556	P287C	Burbage News – half page July 17	15.00	15.00	
10/07/17	100557	P288C	Bawden Managed Landscapes – grass cutting July 17	536.18	643.42	107.24
25/08/17	100558	P289C	Clerk's salary/BB/phone August 2017	352.50	352.50	
10/07/17	100559	P290C	PAYE for Clerk August 2017	85.20	85.20	
10/07/17	100560	P291C	Burbage News – half page August 17	15.00	15.00	
Totals				2,004.34	2,218.82	214.48

551 Next Meetings:

Clerk

- a) Full Council **Wednesday 13th September 2017** at 7.45pm in the Church Centre
- b) Committee Meetings: **Monday 25th September 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	May	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. Ongoing 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. Cllr Colling outlined the proposal at the Annual Parish Meeting in May. Further information will be gathered about the potential	MR		Ongoing
3. Tree Preservation Orders – The Clerk has submitted the TPO requests to Wiltshire Council. Wiltshire Council is reviewing them. The Clerk was asked to see if any progress has been made.	Clerk	Jul	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. Cllr Stuart Wheeler agreed to chase it again	Cllr Wheeler	Apr	Ongoing
5. Jubilee Tree bench – the Parish Council to purchase and install a plaque on the bench to commemorate the Queen’s Jubilee. Cllr Colling to send Cllr Chris Wheeler a copy of the wording that had been agreed. Cllr Chris Wheeler to obtain the plaque. Also agreed to arrange a memorial plaque for Miss Gladys Smith by the new piece of play equipment funded by her bequest	CW	Apr	Ongoing

Finance & Policy	Who	When	Status
Emergency Plan	SC	Jun	Cllr Colling has sent the draft plan to the Good Companions, the Church, the Village Hall, the surgery, and Woman's Own for comment.
Proposed 20mph limit in Burbage for the roads east of the High Street.	SC	Oct	Ongoing

Clerk/RFO	Who	When	Status