



Burbage Parish Council

Members of the Burbage Parish Council are hereby summoned to attend a Council meeting at Burbage Church Centre on **Monday 14 JANUARY 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

- 719** Receive and accept apologies for absence: Cllr Thornton
720 Receive Declarations of Interest or requests for dispensation.
721 Receive and confirm as a true record the draft Minutes of Meeting held on Monday 10th December, 2018
722 Receive update from the Community Transport Group
723 Receive update from the Pewsey Area Board
724 Correspondence received since the last meeting:

725 Planning Committee:

AF

- a) Correspondence:
 b) Receive report of Issues outstanding from the previous minutes:
 c) Report on planning decisions taken since the last Parish Council meeting:

Reference	Location	Applicant	Proposed Work	Comments to WC by
18/10796/FUL	Ravenswood House Wolfhall Road	Mr & Mrs Del Mar	Single storey conversion and extension of existing garage, also a new timber garage building.	26/12/2018
18/11028/FUL	Pike Cottage Stibb Green	Mr & Mrs Franklin	Single storey glazed rear extension	31/12/18

- d) Consider any new and existing applications for planning, including but not confined to:

Reference	Location	Applicant	Proposed Work	Comments to WC by
18/11760/FUL	Ivy Cottage, 7 Marlborough Rd Stibb Green	Mr & Mrs Martin	Proposal for single storey rear extension and internal alterations to an existing semi-detached dwelling	01/02/2019

- e) Arrange date for upcoming planning visits:

726 Village Open Spaces Committee:

AW

- a) Correspondence:
 b) Receive report of Issues outstanding from the previous minutes:
 See Annexe A below
 c) Review the quotes for the new roundabout for the playground
 d) Review the quotes for cleaning the village benches
 e) Discuss Warren issue 5919
 f) Discuss bypass issue 6626
 g) Playground inspection rota until next meeting:-
 19th January – Cllr Giddings
 26th January – Cllr Pearce
 2nd February – Cllr Terry
 9th February – Cllr Thornton

727 Finance & Policy Committee:

GP

- a) Correspondence:
 b) Receive report of Issues outstanding from the previous minutes: See Annexe A below
 c) Receive the Interim audit report from Mr Phil Gill, Internal Auditor
 d) Approve payment of £40.00 to the Information Commissioner to renew the Data Protection registration
 e) Resolution to make a virement to move budget of £500 from unallocated reserves to Line 19 Village Cleaning

728 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 31st December, 2018.
- d) Note receipts since last PC Meeting
- e) Approve new payments:

Cheque Date	Chq No.	Ref.	Details	VAT Excl	Total Payments	VAT
14/01/19	100660	P391C	Bawden Managed Landscapes – grass cutting December 18	536.18	643.42	107.24
28/01/19	100661	P392C	Clerk's salary/BB/phone Jan 2019	352.50	352.50	
14/01/19	100662	P393C	PAYE for Clerk Jan 2019	85.20	85.20	
14/01/19	100663	P394C	Burbage News invoice January 2019	15.00	15.00	
14/01/19	100664	P395C	Mr P Gill – Interim audit	45.00	45.00	
14/01/19	100665	P396C	Last Landscaping – clean of village ponds	1,620.00	1,944.00	324.00
14/01/19	100666	P397C	Information Commissioner – Data Registration renewal	40.00	40.00	
Totals				2,693.88	3,125.12	431.24

729 Next Meetings:

Clerk

- a) Full Council **Monday 11th February 2019** at 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. CCTV cameras Cllr Pearce to collect all the information from Mrs Liz Rowland.		Oct	Ongoing Cllr Chris Wheeler volunteered to take the lead on this project.
2. Parish Steward –5 main tasks for the Parish Steward are:- 1. Gullies and drains 2. The Wolfhall junction issues 3. Repair surface of entrance to telephone exchange	AW		Ongoing 1. 1. Lorry has cleared some gullies, in Ram Alley and East Sands. Proposal to hire contractor to clear all problem gullies. Proposed Cllr Colling, seconded Cllr Andrew Wheeler, approved unanimously. Cllr Chris Wheeler volunteered to get quotes 2. Parish Steward has passed to Highways 3. No progress from Wiltshire Council Parish Steward visits to Burbage: 9 th , 10 th , and 14 th January 6 th , 7 th , and 11 th February 6 th , 7 th , and 11 th March 3 rd , 4 th , and 8 th April
3. Request from Mr Philip Marsh for bus shelters in Burbage for travellers heading southbound, particularly by Seymour Pond. Persimmon Homes were asked to build a shelter, but have declined. They suggested applying to their charity for the funding. The Clerk was asked to check with Wiltshire Council if a bus shelter would be permitted at that location The Clerk to chase Wiltshire Council for a response.	Clerk	Apr	Ongoing Review in June 2019 when the land is transferred to Wiltshire Council/Burbage Parish Council
4. New litter bin for playground - Proposal to order 2 further bins, up to a cost of £100 each. Proposed Cllr Andrew Wheeler, seconded Cllr Pearce, approved unanimously. The Clerk was asked to place the order.	Clerk	Jul	The two new bins have been delivered

5. Repairs needed in the playground – the basketball back plates need replacing. The playground large gates need combination locks installing, to prevent the gates being left open.	LG/Clerk CW	Dec Dec	Cllr Chris Wheeler to send the Clerk the quote for the new plates. Clerk to add the item to the January agenda Cllr Chris Wheeler has purchased two locks, but they are not yet installed. Ongoing
6. Update on Martingale Road and Seawards correspondence Cllr Chris Wheeler has tried to speak to the replacement contact again, and has chased for a response.	CW	Asap	Ongoing
7. Re-siting the defibrillator at the Three Horseshoes. Suggestion to move it to the cricket club	SC	Dec	Ongoing
8. Damaged footpath signs to be replaced.	SC	Jul	Cllr Colling is in the process of checking which signs need to be replaced. Ongoing
9. Village sweep	CW	Dec	Cllr Chris Wheeler volunteered to contact Wiltshire Concrete to arrange it.
10. Suggestion to put bike rack by bus stop next to the Three Horseshoes	Clerk	Oct	The Clerk has asked CATG for advice. No response has been received.
11. Proposal to site a salt bin by the doctor's surgery	LG	Dec	Cllr Giddings to obtain the bin

Finance & Policy	Who	When	Status