

# GREAT BEDWYN PARISH COUNCIL

## Notice of Parish Council Meeting

You are hereby summoned to the Full Council meeting of Great Bedwyn Parish Council. Held on Thursday 14<sup>th</sup> September 2023 in the Memorial Hall, Frog Lane, Gt. Bedwyn commencing at 7:30. **The public are welcome to attend the informal session prior to the meeting from 7.00pm**

The public should request any supplementary information noted on this agenda from the Clerk who will be happy to supply a copy in advance of the meeting. It is not possible to display this information on our website or noticeboards. Copies will not be available on the evening of the meeting.

Clair Wilkinson, Clerk to Great Bedwyn Parish Council, 7<sup>th</sup> September 2023, clerk@greatbedwyn-pc.gov.uk

### **AGENDA – Full Parish Council Meeting**

1. **Public recess.** A maximum of **15** minutes for members of the public to address the council with regards to items on the agenda. A member of the public shall speak for no longer than 5 minutes. A question to the council does not require a response at the meeting or start a debate or discussion. The Chairperson may direct that a verbal or written reply be given. \*
2. **To vote to co-opt any candidates for Councillor.** See supplementary information for candidate details.
3. **To receive apologies from Cllrs with reason and vote on their approval.**
4. **Councillors to state any declarations of interest for agenda items.**
5. **Review and approve July 2023 Full Council minutes.**
6. **Review Action points from July 2023 Full Council minutes.**
7. **To approve the draft emergency plan created by the Safety Committee representatives.** See supplementary information for the draft plan. This item will be discussed if the relevant information is received prior to the meeting.
8. **To review new white line suggestions from the Safety Committee representatives and vote on whether to request inclusion to the LHFIF group at Wiltshire Council.** See supplementary information for the draft list. This item will be discussed if the relevant information is received prior to the meeting. **This agenda item includes the approval of a quote (from 3 gathered) to print questionnaire leaflets to be distributed to residents with regards to reducing congestion and improving pedestrian safety.**
9. **FINANCE.** To approve £4.99 expenses costs for strimmer wire for the handyman (Lost receipt)
10. **FINANCE.** First look at budget and precept requirements for the 2024/25 financial year. Cllrs to come to the meeting with items for inclusion for projects for 24/25. See supplementary information for details provided by RFO.
11. **FINANCE.** To formally note the bank reconciliations carried out by a Cllr each quarter for the councils' bank accounts. See supplementary information for the reports.
12. **FINANCE.** Review donation data for who GBPC funds with donations and amounts given. To be reviewed in conjunction with adopting a policy on local donation requirements to ensure local needs are met. See supplementary information for data and draft policy.
13. **FINANCE.** Discussion and vote on making a donation to the Bobby Van trust for the work they do on home safety for the elderly in Wiltshire.
14. **FINANCE.** To approve the frequency of which the council will look at the budget vs expenditure report and make decisions based on the figures. Report is available for review as supplementary information.

15. **FINANCE.** To look at the costs of emptying the dog waste bins along the canal (x3) and costs of emptying the play area bins. The cost currently would be £5 per bin per empty. See supplementary information for more information.
16. To provide clarity on a resident's feedback on correspondence with regards to SID placement. See supplementary information for more information.
17. To review SID data gathered to date and vote on any ways this data can be used or shared effectively. To also review and approve V1 of the data download procedure. See supplementary information on data gathered and draft procedure.
18. To discuss and vote on whether to create a formal Safety Committee that convene legal meetings when items require discussion and approval/referral to full council. See supplementary information for more information.
19. To approve the new council policy on Grants and Donations. See supplementary information for the policy.
20. Playground update from Cllr Nicholson if required.
21. To acknowledge the written report from Cllr Wyatt on the Great Green Bedwyn Project if received.
22. To vote on the retrospective approval of costs from the Great Green Bedwyn Project since the August 23 See supplementary information for any payments.
23. Discussion and vote on any changes to be made on the grass cutting arrangements for the playing field. (Cllr Nicholson) See supplementary information for further information.
24. **FOR INFORMATION.** Planning report – applications received since last meeting. (For information only. Planning committee to report on voting decisions) Visit [www.wiltshire.gov.uk/planning-building-control/planning](http://www.wiltshire.gov.uk/planning-building-control/planning) for full application details. GBPC comments are in brackets.

**PL/2023/04635** GREAT BEDWYN RAILWAY STATION, THE KNAPP, Crown lift by 3m from ground level all trees adjacent to walkways and access (No comment)

**PL/2023/04015** 4 Forestry Houses, Great Bedwyn, Proposed Garage/Store/Workshop Building, Solar Panels & Removal of Chimney (No comment)

**PL/2023/01599 AMENDED** 25 FARM LANE, GREAT BEDWYN, Extensions and alterations to roof. (No comments sent)

**PL/23/05545** D.L. Lemon (Wiltson) Limited, Burial Drove, Wilton Galvanised steel tank for rainwater harvesting to feed cattle. (No objection)

**PL/23/05844** WALNUT TREE HOUSE, BACK LANE, GREAT BEDWYN. Hornbeam tree - Sectional fell to ground level due to it out growing the area and impeding the next door neighbours garage. (Objection sent)

**PL/23/06013** 26 Spaines, Great Bedwyn. Proposed side car port (No comment)

25. **FOR INFORMATION.** Planning applications processed by Wiltshire Council since the last meeting: (For information only)

**PL/2023/03154** 6 Forestry Houses, Forest Hill, Great Bedwyn. Change of use from C3 (residential) to C1 (residential + studio + AirBnB). (WCC approved with conditions)

**PL/2023/03635** Bahama, 6, Great Bedwyn, Proposals for garden room and new utility room (WCC approved with conditions)

**PL/2023/04635** GREAT BEDWYN RAILWAY STATION, THE KNAPP, Crown lift by 3m from ground level all trees adjacent to walkways and access (WCC No objections)

**PL/2023/04015** 4 Forestry Houses, Great Bedwyn, Proposed Garage/Store/Workshop Building, Solar Panels & Removal of Chimney (WCC approved with conditions)

**PL/23/05545** D.L. Lemon (Wiltson) Limited, Burial Drove, Wilton Galvanised steel tank for rainwater harvesting to feed cattle. (WCC approved)

26. **Finance report** – See information from RFO below. (The public can request this information from the Clerk)  
**Payments and income since last meeting:**

**Great Bedwyn Parish Council Finance Report 7th Sept 2023**

**Payments Since Last Meeting**

Date	Payee	Description	Gross £	VAT £	Net £
18/07/2023	Great Bedwyn Memorial Hall	Grant for village hall extension	45,000.00		45,000.00
20/07/2023	Cllr Sims	July Expenses. Items for SID poles	28.13	4.69	23.44
20/07/2023	Great Bedwyn Memorial Hall	Council meeting room hire Q1 2023	70.00		70.00
27/07/2023	Staff salaries (incl. overtime)	July salary	1,091.36		1,091.36
27/07/2023	HMRC	July payroll Tax/NI	309.19		309.19
27/07/2023	DCK Accounting	July payroll	36.00	6.00	30.00
28/07/2023	PCC of Great Bedwyn	Grant for tree work	1,000.00		1,000.00
28/07/2023	Clerk	July Expenses. HP printing.	2.99	0.50	2.49
28/07/2023	Community First	Annual Insurance	692.73		692.73
08/08/2023	Volunteer	June-July expenses: Fuel for playing field grass cutting	34.99		34.99
22/08/2023	Staff salaries	August salary	514.35		514.35
22/08/2023	HMRC	August payroll Tax/NI	128.80		128.80
22/08/2023	DCK Accounting	August payroll	36.00	6.00	30.00
07/09/2023	Great Bedwyn Post Office and Shop	King's coronation breakfast supplies	134.00		134.00
		<b>Total</b>	<b>49,078.54</b>	<b>17.19</b>	<b>49,061.35</b>

**Bank Reconciliation at 7th Sept 2023**

			£	£
Balance b/fwd at 6 Jul 2023			95,408.30	
Receipts			54.35	
Payments				49,078.54
Balance c/fwd 7 Sept 2023				46,384.11
			<u>95,462.65</u>	<u>95,462.65</u>
<b>Balance per bank statements</b>				
TSB Business	51634	07/09/2023	245.00	
TSB Saving Ac	7018306	07/09/2023	35,454.37	
Unity Business	20460060	07/09/2023	11,388.09	
			47,087.46	
Less outstanding cheques / unapproved payments on Unity				
	Chq 300001		55.00	
	OLB56		273.83	
	OLB57		240.52	
	Chq 300003		134.00	
			703.35	
Balance at 7 Sept 2023			<u>46,384.11</u>	

**27. Items for next agenda.**

**Powers that allow the council to act;**

- Item 9 expenses HA 1980 S96
- Item 13. Bobby Van donation LGA 1972 **S137**
- Item 15. Dog bins LA 1983 S5

\*Standing Orders section 3, items e, f, g & h. Approved May 2021 \*\*Local Government Act 1972

Signed: Clair Wilkinson, Parish Clerk