

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 14th March 2024 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, 05 March 2024, 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.** Helen Cooper expected to attend. [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 January 24 Full Council minutes.**
6. **Review Action points from January 24 Full Council minutes.**
7. **To vote on declaring positions of neutrality and legal non-involvement in development decisions made outside the Parish, or that are not considered as a planning application with Wiltshire Council. To consider information from the SLCC* on this matter. [See supplementary information.](#)**
8. **To vote on whether GBPC supports residents to apply for entry into the Best Kept Village Competition.** This will require a group of volunteers to come forward to assist. To vote on any funds the council will spend to assist with this entry. [See supplementary information emailed to Cllrs.](#)
9. **Discussion and vote on the PC's communication strategy to include communicating PC work and activities across a proposed 5 core priorities – Safety, Planning, Communication, Community Care/Outreach, Grants and Funds.** (requested by Cllr White)
10. **FINANCE. To consider and vote on a grant request from ARK of £900 to support a rain garden project at Great Bedwyn Primary School and also consider any other donations to be awarded before the financial year end, to local groups and charities. [See supplementary information.](#)**
11. **FINANCE. To consider and vote on submitting a grant request to Great Western Railway to either provide extra parking or fund improvements for pedestrians over the railway and canal bridge.** (requested by Cllr Wyatt) [See supplementary information.](#)
12. **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.](#)**
13. **FINANCE. To vote on whether to work with the Pewsey Area board on youth provision within Great Bedwyn.** To vote on any funds the council will spend to assist with this project. [See supplementary information.](#)
14. **FINANCE. To approve the updated costs for bin emptying or alter the arrangements. [See supplementary information.](#)**
15. **FINANCE. Updated discussion on training of Parish Cllrs and vote on any funds to spend. [See supplementary information.](#)**

16. **FINANCE.** To vote on approving the delegated power to the Clerk (in conjunction with Cllr Nicholson) to arrange the annual purchase of new bark for the play area. See supplementary information.
17. **FINANCE** To vote on approving up to £100 for the Clerk to spend as delegated powers on a push along mower for allotment tenants to use on site. (requested by the allotment committee in 2023)
18. **FINANCE.** To further the discussion and vote if required on local “Citizens Advice” style provision within the parish from the January meeting. Refer to minute 706.23-16. See supplementary information.
19. **PLANNING.** Updated item - Review of Planning Committee decision making processes and the proposed development of a planning checklist for committee members. (Requested by Cllr White) See supplementary information.
20. **PLANNING.** To ratify the GBPC response to Wiltshire Council’s Local Plan which has been submitted. (The consultation period has now ended) (from the Planning Committee) See supplementary information.
21. **PLANNING.** To consider and vote on PL/2024/00546 Bahama, 6 Great Bedwyn, Marlborough, Wilts, SN8 3LP. If not voted on at planning meeting.
22. To discuss and vote on the final proposed Terms of Reference document (TOR) to enable the Safety Committee to legally convene and hold Committee meetings as required. See supplementary information for more information.
23. To approve any new council policies. Expenses policy for staff and Cllrs. See supplementary information.
24. Playground update from Cllr Nicholson if required.
25. **FOR INFORMATION.** Planning applications voted on by GBPC and any WCC decisions. Visit www.wiltshire.gov.uk/planning-building-control/planning for full application details and any Wiltshire Council decision. You can view all planning committee minutes on our website [Meetings Dates, Agendas and Minutes - Great Bedwyn Parish Council \(greatbedwyn-pc.gov.uk\)](#) to view the results of GBPC’s votes.
26. **Finance report** – See information from RFO below. (The public can request this information from the Clerk)
Payments and income since last meeting:

Date	Payee	Description	Gross £	VAT £	Net £
09/01/2024	Last Landscaping	Grass cutting churchyard Q3 2023-24	1,026.00	171.00	855.00
09/01/2024	DCK Accounting	December payroll	36.00	6.00	30.00
09/01/2024	Clerk	November Expenses. HP Ink & Large 2nd class stamps	16.89	0.75	16.14
09/01/2024	Allbuild	To collect waste from bins	144.00	24.00	120.00
29/01/2024	Volunteer	Jan expenses: Fuel for playing field grass cutting	34.49		34.49
08/02/2024	Clerk & RFO	Jan salaries & pay award backpay	858.89		858.89
08/02/2024	HMRC	Jan payroll Tax/NI	214.80		214.80
08/02/2024	DCK Accounting	Jan payroll	36.00	6.00	30.00
08/02/2024	Handyman	Dec & Jan handyman hours	210.00		210.00
08/02/2024	Ramsbury Estates Ltd	Allotment rent for 25 Sep 23 - 31 Dec 23	132.00		132.00
08/02/2024	Tactical Facilities Management Ltd	Dog waste bin empties 08 Dec 23 - Jan 24	90.22	15.04	75.18
27/02/2024	Allotment Tenant	Allotment deposit refund plot 99C	25.00		25.00
29/02/2024	Clerk & RFO	Feb salaries	546.61		546.61
29/02/2024	Clerk	Clerk Expenses. HP Ink, Large 2nd class stamps, Travel to solicitor and signature witness fee for new allotment lease.	30.02	1.50	28.52
29/02/2024	RFO	RFO Expenses. Lever arch file & storage boxes for accounts filing & 2x 2nd class recorded letters for allotments	55.57	8.51	47.06
29/02/2024	HMRC	Feb payroll Tax/NI	136.60		136.60
29/02/2024	DCK Accounting	Feb payroll	36.00	6.00	30.00
		Total	3,629.09	238.80	3,390.29

Bank Rec to 5th March 24

			£	£
Balance b/fwd at 2 Jan 2024			53,752.12	
Receipts			4,157.59	
Payments				3,629.09
Balance c/fwd 5 Mar 2024				54,280.62
			<u>57,909.71</u>	<u>57,909.71</u>
<u>Balance per bank statements</u>				
TSB Business A/	51634	05/03/2024	145.00	
TSB Saving A/c	7018306	05/03/2024	75.75	
Unity Business A	20460060	05/03/2024	5,740.53	
Unity Savings A/	20482873	05/03/2024	49,204.14	
				55,165.42
Less outstanding cheques / unapproved payments				
	Chq 300001		55.00	
	OLB112		25.00	
	OLB113		319.88	
	OLB114		312.32	
	OLB115		136.60	
	OLB116		36.00	
				884.80
Balance at 5 Mar 2024			<u>54,280.62</u>	

27. Cllrs to state any items for the next agenda.

MEETING ENDS

For information only - Powers that allow the council to act;

Item 8. Best kept village LGA 1972 s.137

Item 10. Grants LGA 1973 s137 or s142 2a) depending on specific organisation funded.

Item 13. Youth project LG(MP)A 1976 s.19(3) or LGPIHA 2007 s.77 / PC(PTPW-B)(PC) Order SI 2008/3095

Item 14. Bin emptying. LA 1983 s.5

Item 15. Training LGA 1972. S111

Item 16. Bark. LGA 1892 s.8 (1)(i)

Item 17. Lawnmower SHAA 1908 s.26

Item 18 Citizens advice provision LGA 1972 s.137

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

Signed: Clair Wilkinson, Parish Clerk

Next council meeting Thursday 23rd May 2024 7.00pm, Village Hall. PLEASE NOTE THE AMENDED DATE AND TIME. Public informal discussion will begin 6.30pm and the council will then hold the Annual Meeting at 7.00pm, moving to the May Full Council meeting on its conclusion.

*Society of Local Council Clerks.