

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 November 2024 in the Memorial Hall, Frog Lane, Gt. Bedwyn commencing at 7:30. **An informal chat session begins at 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, 31.10.2024, 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 2 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 12th Sept Full Council minutes.**
6. **Review Action points from 12th Sept Council minutes.**
7. **AMENITIES.** To look at the grass cutting proposal from Tactical Facilities Management. See supplementary information.
8. **FINANCE.** To review the draft budget for 25/26 and the precept required to support it. See supplementary information.
9. **FINANCE.** To formally note the bank reconciliations carried out by a Cllr since the last meeting for the councils' bank accounts. See supplementary information for the reports.
10. **FINANCE.** To discuss and vote on approving a grant for CPAP. (Cllr Sheerin) See supplementary information.
11. **FINANCE.** To discuss and vote on a grant to the village hall for defib replacement parts. See supplementary information.
12. **FINANCE.** To discuss and vote on a grant to the Drs surgery for replacement defib pads. See supplementary information.
13. **FINANCE.** To vote on a quote for replacing a dog bin. See supplementary information for quotes.
14. **FINANCE.** To note the changing of the account type for the Unity bank account. See supplementary information.
15. **FINANCE.** To approve increasing the corporate limit on the Unity/Lloyds credit card to £600. See supplementary information.
16. **FINANCE.** To approve expenditure of £492 ex VAT for repairs to the Play area. See supplementary information.
17. **FINANCE.** To approve £15 for vouchers for the new Parish Council logo competition. (Cllr Shill)
18. **FINANCE.** To review and offer comments/suggestions on the latest budget/expenditure report. See supplementary information.
19. **To discuss and vote on whether an ACV is required for the Three Tuns pub. (Asset of Community Value)** See supplementary information.

20. **ALLOTMENTS.** To approve sheds and other structures on various plots. [See supplementary information.](#)
21. **SAFETY.** Discussion and vote if required on any additions/changes to SID's in the parish – purchasing new ones or upgrading the current ones to solar charging. (Cllr Sheerin)
22. **POLICIES -** To approve any new council policies. None.
23. **PLANNING.** To discuss and vote on PL/2024/09451. Variation of condition 2 (approved plans) relating to application PL/2023/01105 (approved at appeal ref: APP/Y3940/W/23/3325808) Meadow Farm Transport Yard, Brook St.
24. **PLANNING.** To discuss and vote on PL/2024/09312. Variation of conditions 2 (Scale, Appearance, Landscaping, Access and Layout of site), 3 (Reserved Matters), 4 (Ecology), 5 (Approved Plans), 6 (Phasing Plan), 8 (Staff Accommodation at Stable Belt and North Belt), 9 (Guest Accommodation), 10 (Staff Accommodation), 17 (Hard and Soft Landscaping), 18 (Soft Landscaping), 19 (Estate Management Plan), 21 (Wildlife Habitats), 22 (Surface and Foul Water Drainage), 23 (Water Supply Arrangements) and 25 (Access, Turning Heads and Parking Spaces) to 17/12461/OUT - To enable revised ancillary accommodation proposals including the erection of new buildings comprising an Estate Office, Grand Avenue Lodge, Maintenance Barn, Irrigation Plant and Store, Pool House, a second Substation and Picture Gallery extension to Tottenham House in lieu of some of the previously proposed staff and leisure accommodation, plus revised landscape proposals, creation of subterranean family link between the Main House, Stables and proposed Pool House and associated works. Tottenham House. Savernake.
25. **PLANNING.** To discuss and vote on PL/2024/09243 (Listed building consent. Repairs and extension/alteration to Tottenham House (including the erection of a Picture Gallery extension), the Old Stables, the Octagon Pavilion and other outbuildings and garden walls within Tottenham House and Estate to facilitate re-use as a Country House and Estate. Tottenham House, Savernake.
26. **PLANNING.** To discuss and vote on PL/2024/09601. Crown lift - Tree 1. Beech tree which is approximately 20m high. It is intended with authority to remove smaller lower branches only to approx. 4-5m above the ground. Removal - Tree 2. Norway Maple (Acer) Remove. Hillside, 42 Brook St. Great Bedwyn.
27. **PLANNING.** To discuss and vote on PL/2024/09099. Amendment to planning approval PL/2023/10476 - To enable installation of solar panel system to approved extension. 6 Forestry Houses, Great Bedwyn.
28. Clerk to report on any feedback forms from the Doctors Surgery that require a council discussion/agenda item or for Cllrs information purposes. [See supplementary information.](#)
29. To discuss and vote if required on GBPC taking over the additional play area at Shawgrove and 2 green amenity areas from WCC. [See supplementary information.](#)
30. Feedback on Skills and Knowledge sharing event, plus how the PC can support local businesses and local shopping. (Cllr Sheerin)
31. Playground update from Cllr Nicholson if required.
32. Discussion only on feedback from the public meeting regarding housing supply. (Cllr Sheerin)
33. **Finance report** – See information from RFO to follow. (The public can request this information from the Clerk)

Payments and income since last meeting.

Great Bedwyn Parish Council Finance Report 7th November 2024

Payments Since Last Meeting

Date	Payee	Description	Gross £	VAT £	Net £
03/09/2024	Handyman	July & Aug handyman hours & expenses. 2nd class large stamp	206.55		206.55
12/09/2024	Vision ICT	Biennial fee for .gov.uk domain renewal - November 2024 to October 2026	78.00	13.00	65.00
16/09/2024	Lloyds Bank	Unity card. HP Printer Ink, hazzard tape, planter supplies & stamps	292.86	0.67	292.19
18/09/2024	Unity Trust Bank	Service charge. Moved to T2 account tariff	20.80		20.80
19/09/2024	PKF Littlejohn	External Audit 2023-24	378.00	63.00	315.00
26/09/2024	Great Bedwyn Parish Council	Internal transfer current to savings a/c	13,500.00		13,500.00
26/09/2024	Staff	September salaries	546.61		546.61
26/09/2024	HMRC	September payroll Tax/NI	136.60		136.60
30/09/2024	Unity Trust Bank	Quarterley service charge	18.00		18.00
01/10/2024	Tactical Facilities Management Ltd	Grass cutting, bin empties & slide cleaning	664.75	110.79	553.96
01/10/2024	Wiltshire Neighbourhood Watch	4 street signs	140.00		140.00
01/10/2024	Playsaftey Ltd	Playground inspection and report	127.20	21.20	106.00
01/10/2024	CPA Horticulture Ltd	Playground bark	695.00	115.83	579.17
03/10/2024	Great Bedwyn Memorial Hall	Hall hire July-Sept 2024	105.00		105.00
03/10/2024	DCK Accounting	September payroll	36.00	6.00	30.00
11/10/2024	Handyman	Sept handyman hours & expenses	274.81		274.81
11/10/2024	Clair Wilkinson	Sept/Oct expenses. Travel for allotment inspections, wooden stakes & marker pens for marking plots	45.98	3.76	42.22
11/10/2024	Nina Hempstock	Sept/Oct expenses. Travel for allotment inspections, 2 packs x30 white envelopes & 7 books 2nd class stamps for allotment lease renewals	79.70	1.14	78.56
15/10/2024	Last Landscaping	Grass cutting churchyard Q2 2024-25	1,026.00	171.00	855.00
16/10/2024	Lloyds Bank	Unity card. HP Printer Ink & Microsoft 365 Family	87.98	14.16	73.82
24/10/2024	Staff	October salaries	546.41		546.41
24/10/2024	HMRC	October payroll Tax/NI	136.80		136.80
29/10/2024	DCK Accounting	October payroll	36.00	6.00	30.00
30/10/2024	Unity Trust Bank	Monthly service charge	3.00		3.00
		Total	19,182.05	526.55	18,655.50

Bank Reconciliation at 7th November 2024

			£	£
Balance b/fwd at 3 Sept 2024			48,763.49	
Receipts			30,554.32	
Payments				19,182.05
Balance c/fwd 7 Nov 2024				60,135.76
			<u>79,317.81</u>	<u>79,317.81</u>
Balance per bank statements				
TSB Business A/c	51634	07/11/2024	145.00	
TSB Saving A/c	7018306	07/11/2024	76.47	
Unity Business A/c	20460060	07/11/2024	3,471.15	
Unity Savings A/c	20482873	07/11/2024	56,669.80	
			60,362.42	
Less unapproved payments				
OLB 80		289.86		
OLB 82		136.8		
			426.66	
Add cheques received but not yet banked				
Chq 1		70		
Chq 2		100		
Chq 3		30		
			200.00	
Balance at 7 Nov 2024				<u>60,135.76</u>

34. CONFIDENTIAL ITEM. Exempt items

Certain items are expected to include the consideration of exempt information Finance Committee is, therefore, recommended to resolve "That, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information".

Item restricted:

Items 34. Staff salary spinal point.

Reason for Restriction:

Schedule 12(A) Local Government Act 1972, Paragraph (1,2,3):

1. **Information relating to any individual.**
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that
4. information).

Condition:

Information is not exempt if it is required to be registered under-

- The Companies Act 1985
- The Friendly Societies Act 1974
- The Friendly Societies Act 1992
- The Industrial and Provident Societies Acts 1965 to 1978
- The Building Societies Act 1986 (recorded in the public file of any building society, within the meaning of the Act)
- The Charities Act 1999 Information is exempt to the extent that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Information is not exempt if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to Regulation 3 of the Town & Country Planning General Regulations 1992(a).

35. **To approve the national salary spinal point increases for the Clerk and RFO. See supplementary information.**
36. **Cllrs to state any items for the next agenda.**

MEETING ENDS

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 \(greatbedwyn-pc.gov.uk\)](http://Meetings Dates, Agendas and Minutes - Great Bedwyn Parish Council (greatbedwyn-pc.gov.uk)) to view the results of GBPC's votes.

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

- Item 7 Grass cutting HA 1980 s.96
- Item 10 Grant LG(MP)A 1976 s.19(3)
- Item 11 Grant LG(MP)A 1976 s.19(3)
- Item 12 Grant LGA 1972 **s.137**
- Item 13 Dog bin LA 1983 s.5
- Item 16 Play area LGA 1892 s.8 (1)(i)
- Item 17 Vouchers LGA 1972 **s.137**
- Item 21. SIDS LGRA 1997 s.30 / HA 1980 s.274A
- Item 34. Spinal point increases. LGA 1972 s 112(2)

*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 9th January 2025 7.00pm, (Time TBC) Village Hall. Frog Lane. Great Bedwyn.