

Lydiard Millicent Parish Council

Notice of Meeting and Summons to Attend

To: **ALL MEMBERS OF LYDIARD MILLICENT PARISH COUNCIL:**

Councillors Dean Cobb, Roland Dodge, Andrew Harris (Chairman),
Jonathan Hearn, Andre Kayani, Vernon Montgomery, Alan Pflieger
(Vice Chairman), Mike Sharp.

**In accordance with schedule 12, para 10(2) of the Local Government Act 1972 –
Notice is hereby given that a meeting of Lydiard Millicent Parish Council will be
held on Thursday 9th March 2017 in the Parish Hall, Lydiard Millicent,
commencing at 7.30pm.**

Deborah Bourne

DEBORAH BOURNE
Parish Clerk

3 March 2017

Public Question Time: Members of the public are invited to make representations to Lydiard Millicent Parish Council on any matters relating to the work of the Council (Public Bodies [admission to meetings] Act 1960), before the meeting commences (limited to 10 minutes). Every effort will be made to give accurate answers to all questions, but in some cases further research may be necessary when an answer will be given by the Chairman or Clerk as soon as possible.

Neighbourhood Watch Representative, Community Speed Watch Co-ordinator, Chairman LMaP Neighbourhood Plan Steering Group, will all be invited to address the Council at this time.

Report from Wiltshire Councillor: An opportunity to put questions to and receive information from the local Unitary Councillor Mollie Groom.

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest:** To receive Declarations of Interest in accordance with the Code of Conduct adopted by this Council in July 2012. Members are reminded that it is their personal responsibility to make sure their entry on the Register of Interests shown on the Wiltshire Council website contains up to date information. If changes are needed please contact the Clerk, who can arrange for the changes to be carried out.
3. **Minutes:** To confirm and sign as a true record Minutes of the Meeting held Thursday 2nd February 2017.

4. **Attendance at Meetings with Outside Bodies**

A number of members have requested the opportunity to report back to Council on meetings they have attended as Parish Council Representatives. Councillors will be invited to give a report on meetings they have attended on behalf of the Parish Council. Reports under this item will be for information only.

5. **Planning Matters:**

a. The Council is asked to note the following decisions made by Wiltshire Council since the last meeting:

- 16/12421/FUL – Oaklands, Wood Lane, Braydon
Erection of replacement dwelling, new garage with ancillary accommodation above, new stable building and widened access
Decision : Approve with Conditions

- 16/12386/FUL – Hillview, Stone Lane, Lydiard Millicent
Creation of new vehicular access in association with new dwelling (revision to 16/09171/FUL)
Decision : Approve with Conditions

- 17/00007/TCA – The Vicarage, The Butts, Lydiard Millicent
2 Metre reduction to 3 Ash Trees and 3 Prunus
Decision : No Objections

b. The Council is asked to confirm the Planning Working Group comments on the following Planning Applications from Wiltshire Council, and Planning Appeals from the Planning Inspectorate:

No Planning Applications have been received this month.

6. **Review of the Councils Financial Regulations**

Appendix A

It is best practise for Councils to review their Corporate Governance documents on a regular basis. Overarching documents include the Councils Standing Orders, Financial Regulations, Code of Conduct, Publication Policy, with other smaller documents making up the remainder of the Councils Governance. These documents were last reviewed in 2014.

The Council was asked at the last meeting to review the suggested amendments to the Financial Regulations; and to forward any comments to the Clerk prior to this meeting. Two replies have been received and the observations have been taken into account for this meeting. A full list of changes is attached for information. In particular, the change at item 6.18/20 is brought to the Councils attention, on discussion with the Chairman of Finance it is recommended that the Council applies for a Credit/Debit card as detailed under item 6.18 & 6.20.

One Councillor has requested the amount of expenditure at Item 4.5 be reduced to £500; item 4.1 has an anomaly with a gap in the limits for expenditure, consideration should be given to increasing / decreasing the thresholds to £1,000 or adding a middle band £501 to £1,999 in consultation with Chairman of Council.

Item 8.3, a copy of Bank Statement to be sent to Chairman, does not currently happen. The Council is asked to consider whether this should be arranged or removed from the Financial Regulations.

On agreement of the above observations, and those previously noted, the Council is asked to now adopt the Financial Regulations.

7. **Finance** Appendix B
- a. To note Bank Balances, and Budgets to end December 2016
 - b. To note payment of regular monthly and standard accounts; which have previously been reviewed and signed by two Councillors as required under the Council's Financial Regulations.
 - c. To authorise non standard payments, Clerks reimbursements and expenses.
 - d. Authorise movement of monies to investment accounts

8. **Cricket Square**
- During budget setting for 2017/18 the Council specified £4,850 for the Recreation Field. This figure includes an amount for grass cutting and white line marking.

Purton Cricket Club have approached members requesting the Cricket Square be reinstated, with the Parish Council paying for the materials and labour being supplied by volunteers of the Cricket Club. Several professional grounds men have been approached for advice on the best way forward, differing opinions have been offered. At this stage, there are possibly two directions the Council could take.

- 1) Continue to fund the repairs to the cricket square with Purton Cricket Club supplying the manpower. If this option is favoured it is recommended that a legal agreement be drawn up to enable both sides to be clear on their obligations.
- 2) Offer Purton Cricket Club an exclusive use agreement, allow them to repair the square to a standard they are happy with; this would lessen the burden on Lydiard Millicent Council Tax payers, with the Cricket Club taking more of the risk.

The Council is asked how it wishes to proceed with this project.

9. **Website**
- A progress report will be given on this project.

10. **Communications**
- At this time, when Parish Council elections are due to take place, members are asked to consider how it communicates with its residents. One of the most important tools in good Community Engagement is positive two way

communication. This can be achieved in a number of ways; a suggestion for this moment in time is a drop in session for residents to ask about the elections in May and how they can become involved. Ideally this should happen in the next couple of weeks, as nominations to stand for election must be completed and returned to Wiltshire Council by 4th April 2017.

The Council is asked to decide on a date and time to meet so that discussions can take place on how to improve communications and also to encourage more proactive interaction between the Council, Councillors, and Residents.

11. **Working Group Reports**

Appendix C

- a. *Highways and Footpaths*
- b. *Open Spaces and JCH*
- c. *Finance and Administration*

No reports have been received by the Clerk for the above Working Groups.

12. **Correspondence Received**

Any correspondence not already brought to Councillors attention can be noted at this time.

13. **Annual Parish Meeting**

The Annual Parish Meeting date had previously been agreed as Thursday 25th May. This meeting is separate to the Parish Council meetings, and is called by the Chairman of the Council for all residents of the parish.

The Council is asked to confirm this date is still acceptable and to make suggestions for invitees and topics to be highlighted.

14. **Date of Next Meeting**

The next meeting of Lydiard Millicent Parish Council will be on Thursday, 6th April 2017, commencing at 7.30pm in Lydiard Millicent Parish Hall.