

**AGENDA**

**A meeting of the above Council will be held at the Town Hall on Wednesday, 6<sup>th</sup> June 2018, commencing at 7.00pm.**

Public Time (Duration 20 minutes' maximum)

1. To RECEIVE and DECIDE whether to accept Apologies for Absence
2. To NOTE and RECORD Declaration of Interests relevant to this meeting.
4. To AGREE whether the Draft Minutes of the last meeting should be signed as a record of the last meeting.
5. **Planning – for the Council to DISCUSS and AGREE their response to the following planning applications:**

COM/18/0329/OD - PK11/2742/F 53 Turnpike Gate Wickwar Wotton Under Edge South Gloucestershire GL12 8ND  
PK11/2742/F refused, has planted bushes to include land in curtilage of property.

PK18/1357/F - Wixoldbury Farm Firing Close Rangeworthy Wotton Under Edge South Gloucestershire GL12 8PE  
Change of use of land from agriculture to mixed use agriculture land and Sui Generis to include erection of 8 no. glamping tents and conversion of former chicken shed to Ablution Block with associated works.

PK18/1499/F - 80 Sodbury Road Wickwar Wotton Under Edge South Gloucestershire GL12 8NT  
Erection of single storey side extension to form garage.

PK18/2390/TCA - 4 High Street Wickwar Wotton Under Edge South Gloucestershire GL12 8NE  
DESCRIPTION: Works to fell 1no Sycamore tree situated in the Wickwar Conservation Area.

PK18/2381/O - Land At Poplar Cottage Poplar Lane Wickwar Wotton Under Edge South Gloucestershire  
DESCRIPTION: Erection of 1no. dwelling (outline) with access, layout and scale to be determined. All other matters reserved.
6. To RECEIVE a verbal Report from the Ward Councillor
  - To include providing feedback on Wickwar highway concerns raised with the Ward Councillor.
7. **Register of correspondence received**
8. **To RECEIVE verbal Reports from Councillors who are Trustees or committee members of the organisations listed below.**
  - King George V Playing Fields  
To CONSIDER fencing around play area King George V – Quotes being sought
  - To NOTE and RECEIVE Play equipment inspection

- ROSPA Report 2018
- Football Frolics Saturday 23<sup>rd</sup> June 2018
- Youth Club
- Community Centre -

## 9. General Business

- To CONSIDER the signing of Buthay Lease.
- To CONSIDER High Street crossing point Issues raised with Ward Councillor M Lewis, Luke Hall MP and Highways Officer Tracey Hamblett. Awaiting response
- Consider the development of a neighbourhood plan – Advert April/May and June Parish Magazine
- National day of commemoration on Nov 11<sup>th</sup> – Community involvement
- To CONSIDER Biodiversity Action Plan
- To CONSIDER and AGREE the signing of the Buthay Lease, between Wickwar Parish Council and Merlin Housing Association.
- To NOTE Free access to aerial photography data
- To NOTE and CONSIDER a staff appraisal policy.
- To Note Data Protection Regulation (GDPR). The Government has tabled an amendment to its own Data Protection Bill to exempt all parish and town councils and parish meetings in England and community and town councils in Wales from the requirement to appoint a Data Protection Officer (DPO) under the General Data Protection Regulation
- GDPR – Compliance To CONSIDER and AGREE  
Privacy Statement  
Staff agreement to privacy statement  
Privacy notice for Councillors – Copies emailed,  
Internal register of processing activities  
Schedule of Processing, Personal Data and Data Subjects
- To CONSIDER and AGREE SLCC membership for Clerk - £165.00 per annum
- To CONSIDER and AGREE grant application for Wickwar Youth Club
- To NOTE and AGREE on Parish Council response to Wickwar Forum (Facebook)

## 10. Burial Matters

To agree and sign Wickwar Burial Fees 2018, increase. As voted APM May 2018

### 11. Finance

**To CONSIDER and AGREE signing of the Parish Councils Accounts for the year ending 31<sup>st</sup> March 2018.**

**Section 1 and Section 2 Annual Return**

**Auditors PKF Littlejohn LLP**

**Notice for the Inspection of Accounts wef 4<sup>th</sup> June 2018, ending 13<sup>th</sup> July 2018**

To Note Mr B Hesketh Parish Council external auditor.

ALCA – Pay increase for Clerks with effect 1<sup>st</sup> April 2018.

To NOTE the Wickwar PC Expenditure Table and then DECIDE whether the Following Cheques should be signed:

P Trull HP Ink (VAT £1.33)

£7.99

HMRC Tax NI	£335.34
Paul Flett – Moles KGV	£240.00
Came & Company Local Councils Insurance (Paid 10 <sup>th</sup> May 2018)	£1642.59
Avon Local Councils Association – Playground management course	£35.00
Avon Local Councils Association GPPR Course	£40.00
P Trull – New lock and chain – KGV (VAT £4.20)	£25.22

**Staff costs**

P Trull – June 2018 Salary	Net	£1287.57
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**Direct Debits Standing Orders**

Town Hall N Power	£15.00
Plus net Town Hall	£24.60

For more Information on any item listed on this Agenda, please contact: Mrs P Trull - Wickwar Parish  
Clerk – 01454 299120