

Wickwar Parish Council

**AGENDA**

**A meeting of the above Council will be held at the Town Hall on Wednesday, October 3rd 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.  
  
To AGREE whether the Draft Minutes of the meeting held on the 2<sup>nd</sup> August 2018 should be signed and agreed.
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:**  
PK18/3118/PDR - 134 Inglestone Road Wickwar Wotton Under Edge South Gloucestershire  
Erection of rear conservatory to provide additional living GL12 8PJ accommodation.
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 Note Repairs to play equipment as per ROSPA 2018 report. Invoice £992.28 – Paid September 2018
  - To NOTE and RECEIVE Play equipment inspection
  - Youth Club –
  - Town Hall – To CONSIDER and AGREE essential works to be undertaken on the Town Hall Clock by experts Cumbria Clock Company - £3815.00 (plus VAT)  
Parish Council to consider further quotes if possible.  
To CONSIDER Heaters for the Town Hall
  - Community Centre – Meeting 17<sup>th</sup> September 2018
9. **General Business**
  - To CONSIDER High Street crossing point Issues raised with Ward Councillor M Lewis, Luke Hall MP and Highways Officer Tracey Hamblett. Awaiting response
  - National day of commemoration on Nov 11<sup>th</sup> – Community involvement
  - To review contacts of employment for all parish council employees
  - To CONSIDER and AGREE Parish Council Risk Assessment Document

- To CONSIDER safe for the Town Hall
- To CONSIDER and AGREE grant application for Firework display Holy Trinity Church Wickwar
- To CONSIDER and AGREE grant application Wickwar Toddler group
- To CONSIDER 'clean up dog poo stickers' reference parishioner.
- To CONSIDER and AGREE grant application Wickwar out of school Club.

10. **Burial Matters**

IRO Thelma M Cox – Burial Plot 288

To note Councillor Mrs A Carroll to attend Institute of cemetery management course.  
£204.00

11. **Finance**

Wickwar Parish Council conclusion of Audit year ending 2018. Auditor PKF Littlejohn.  
External Audit Report 2017/2018 none. Notice of Conclusion of Audit was placed on the  
Parish Notice Board and Wickwar web site along with Section 1 Annual Governance  
Statement, Section 2 Accounting Statement and Section 3 External Auditors Report, 12<sup>th</sup>  
September 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 (October 2018)	£308.91
HMRC Tax NI (August 2018)	£308.91
Mr C Marshall – Play equipment repairs (Paid)	£992.28
South Glos Council – Dog bins and grass cutting (VAT £64.21)	£385.24
P Trull – Safety Deposit box (Amazon UK) (VAT £9.75)	£58.48
Institute of Cemetery and Cremation Management (VAT £34.00)	£204.00
Mr M J Trull – Watering Town Hall hanging baskets June – October 2018	£250.00

**Staff costs**

P Trull – October 2018	£1263.41
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**Direct Debits Standing Orders August & September 2018**

Town Hall N Power	£18.00
Plus net Town Hall	£18.60

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