



Wickwar
Parish Council

Wickwar Parish Council
c/o 22 Inglestone Road
Wickwar
Wotton-under-edge
Gloucestershire
GL12 8NH

Clerk: Rachel Davis
07895 527353

clerkwickwarpc@gmail.com

AGENDA

Councillors are hereby summonsed to attend a Meeting of Wickwar Parish Council to be held

at: 7.00pm
on: Wednesday 3rd July 2019
at: Wickwar Town Hall.

Signed Clerk to the Council:

Dated: 26th June 2019

1. Public time (Duration 20 minutes maximum)
2. To RECEIVE and DECIDE whether to accept Apologies for Absence.
3. To NOTE and RECORD Declaration of Interests relevant to this meeting.
4. To AGREE whether the minutes of the last meeting should be signed as an accurate record of the meeting.
5. To CONSIDER and take a DECISION on an application for co-option. (circulated)
6. To NOTE the Clerk's Report on matters arising from previous minutes/ not covered elsewhere on the agenda, and take decisions as necessary. (circulated)
7. To RECEIVE the register of correspondence received (list available at the meeting)
Planning
8. Planning – For the Council to REVIEW and COMMENT on planning applications received before the meeting.
<p>P19/6754/TCA 66 High Street Wickwar Wotton Under Edge South Gloucestershire GL12 8NP: Works to crown reduce 1no. silver birch tree by 1 metre, in Wickwar Conservation Area.</p> <p>P19/7176/TCA 42 High Street Wickwar Wotton Under Edge South Gloucestershire GL12 8NP: Works to crown reduce 1 no. Silver Birch tree by 3m in height and 1m in lateral spread, situated in the Wickwar conservation area.</p> <p>P19/7205/NMA Little Shortwood Farm Wickwar Road Yate Bristol South Gloucestershire BS37 6PA: Non-material amendment to PK16/3214/F to increase building dimensions.</p>

Reports
9. To RECEIVE a report from the Ward Councillor.
10. To RECEIVE verbal reports from Councillors who are Trustees of Committee members of the organisations listed below, and to take decisions are necessary: 10a. King George V Playing Fields 10b. Wickwar Youth Club 10c. Wickwar Community Centre 10d. Wickwar Town Hall
11. To RECEIVE a verbal report from Councillors who attended the local Community Engagement Forum meeting on 24 th June 2019.
12. To RECEIVE the play equipment inspection. (Circulated)
General business
13a. To CONSIDER and take a DECISION on the clock-winding arrangements whilst the town hall clock is being refurbished.
13b. To NOTE and APPROVE the lease of the Buthay land to Merlin Housing Society Limited. Chairman and Clerk to sign.
13c. To CONSIDER recommendations for online banking and AGREE a new bank. (report circulated)
13d. To NOTE outstanding actions identified in the internal audit report for 2018/19 and AGREE a working group to prepare recommendations to the Council. (circulated)
13e. To AGREE the purchase of a data projector for use in meetings.
13f. To CONSIDER estimates for playground maintenance recommended in the ROSPA annual playground report and APPROVE funding.
13g. To NOTE the outcome of the Council's REMR grant application and APPROVE funding for the new play equipment identified and a picnic table.
13h. To CONSIDER and take a DECISION on the estimate from Marmax for a second picnic table at King George V Playing Fields. (circulated)
13i. To CONSIDER quotations for pitch maintenance and goal post repositioning at King George V Playing Fields and take a DECISION on the level of financial contribution from the Council.
13j. To CONSIDER and AGREE proposals for a public consultation on new play equipment and the future of the play area. (report circulated)
13k. To DISCUSS and take a DECISION on possible sites for reduced verge cutting and wildflower sowing in the parish.
13l. To REVIEW and APPROVE an amendment to the Standing Orders regarding delegation to respond to planning applications.
13m. To REVIEW and APPROVE changes to the cemetery regulations. (circulated)
13n. To REVIEW and APPROVE renewal of membership of the Gloucestershire Playing Fields Association.
Requests for financial assistance
None
Burial matters
None
Finance
14. To APPROVE accounts for payment and NOTE additional payments made in line with Financial Regulations. (These are listed in the attached payment schedule).
15. To NOTE the monthly bank reconciliation for May 2019, and the Councillor check of the bank reconciliation. Chairman to sign as a true record. (Circulated)
16. To NOTE the budget monitoring report to 31 st May 2019, prepared by the Clerk. Chairman

to sign as a true record. (Circulated)
17.To NOTE action taken by the Clerk in relation to the credit balance on the Council's HMRC account.
18.To REVIEW and APPROVE changes to the asset register for 2019/20 and the total value of assets. (Circulated)
19.To REVIEW and APPROVE the Council's budget for 2019/20. (circulated)
20.To REVIEW and APPROVE the allocation of the Council's general and earmarked reserves for 2019/20. (report circulated)
21.To APPROVE transferring a portion of the Council's reserves to a specified deposit account.
22.To REVIEW and APPROVE the upper limit for Section 137 funding for the 2019/20 financial year.

Tn no	Cheque	Gross Vat	Net	Invoice	Details	Cheque	Total
					date		
205	002844	£679.42	£0.00	£679.42	03/06/19	Hm Revenue & Customs - NIC repayment of Employment Allowance 2017/18, 2018/19	£679.42
207	002845	£196.47	£32.74	£163.73	23/05/19	South Gloucestershire Council - Grass cutting and dog bins	
208	002845	£270.56	£45.09	£225.47	23/05/19	South Gloucestershire Council - Dog bins	£467.03
212	002846	£51.92	£0.00	£51.92	13/06/19	A S CARROLL - Expenses plants for horse trough	£51.92
211	002847	£27.97	£0.00	£27.97	16/06/19	P TRULL - Expenses plants for small village planter	£27.97
210	002848	£34.19	£0.00	£34.19	17/06/19	R E DAVIS - Expenses June ink & stationery	£34.19
213	002849	£229.50	£0.00	£229.50	17/06/19	Gloucestershire Association of Parish and Town Councils - Internal audit 2018/19 and mileage	£229.50
214	002850	£137.31	£0.00	£137.31	26/06/19	HMRC - July Tax & NI R Davis, A Mackie	£137.31
216	002851	£160.00	£0.00	£160.00	10/07/19	ANNETTE MACKIE - April - July 2019 salary	£160.00
215	002852	£250.40	£0.00	£250.40	10/07/19	J CLEMENTS - June - July 2019 salary	£250.40
217	S/O REDAVIS19 _07_10	£1,002.86	£0.00	£1,002.86	10/07/19	R E DAVIS - June 2019 salary	£1,002.86
Total		£3,040.60	£77.83	£2,962.77			

Signature
Date

Signature