



Wickwar
Parish Council

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

Clerk: **Rachel Davis**
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AGENDA

All Councillors are hereby summoned to attend a meeting of Wickwar Parish Council to be held
at: 7.00pm
on: Wednesday 5th February 2020
at: Wickwar Town Hall.

Signed Clerk to the Council:

Dated: 29th January 2020

Public time (Duration 20 minutes maximum)

1. To RECEIVE and DECIDE whether to accept apologies for absence and reasons given.
2. To NOTE and RECORD Declarations of Interests relevant to this meeting.
Members are reminded to declare any interest on any item on this Agenda at this point or at any point during the meeting in accordance with Wickwar Parish Council's Code of Conduct.
3. To AGREE whether the minutes of the last meeting should be signed as an accurate record of the meeting. (circulated)
4. To RECEIVE the Clerk's Report on matters arising from previous minutes/ not covered elsewhere on the Agenda. (circulated)
5. To determine which items, if any, of the Agenda should be taken with the public excluded.

Planning

6. Planning - For the Council to NOTE the following planning decisions

6.1 P19/17829/TCA The Chimes 19A Station Road Wickwar Wotton Under Edge South Gloucestershire:
Works to fell 1no. Ornamental Cherry (T1), 1no. Ash Tree and 1no. Hawthorn tree within Wickwar
Conservation Area.

No Objection.

6.2 P19/17624/TCA Gravesend Cottages 21 Station Road Wickwar Wotton Under Edge South Gloucestershire:
Works to crown reduce 1 no. Lime tree to be reduced by up to 9 metres situated within the Wickwar
Conservation Area.

No Objection.

6.3 P19/14962/LB 74 High Street Wickwar Wotton Under Edge South Gloucestershire GL12 8NP: Internal and external alterations to install gas and water supply. Installation of 400mm high external mains gas riser pipe.

Approve with Conditions.

6.4 P19/17754/F

Land At Little Shortwood Farm Wickwar Road Yate Bristol South Gloucestershire: Erection of a building for storage and indoor training facilities in respect of existing dog training business (sui generis) (Amendment to previously approved scheme PK16/3214/F).

Approve with Conditions.

7. Planning – For the Council to REVIEW and COMMENT on planning applications received before the meeting.

7.1 P20/01010/F Ladys Wood Shooting School Mapleridge Lane Yate Bristol South Gloucestershire: Creation of bund.

7.2 P20/01626/TCA The Old Chapel 21A The Buthay Wickwar Wotton Under Edge South Gloucestershire: Works to fell 1 no. Fir tree situated within the Wickwar Conservation Area

Items for decision

8. Items for CONSIDERATION and DECISION

8.1 To CONSIDER and APPROVE the proposed budget for Wickwar Parish Council for the financial year 2020/21 (circulated).

8.2 To CONSIDER and APPROVE the proposed precept demand for Wickwar Parish Council for the financial year 2020/21. Chairman to sign the s41 notification to South Gloucestershire Council (circulated).

8.3 To APPROVE the payment of £950 (+VAT) plus £52 disbursements to Beaufort Montague Harris Solicitors, for arrangement of the ten-year lease of land on the Buthay Lane to Bromford.

8.4 To CONSIDER and APPROVE the payment of £225 (+VAT) to remove the unsafe goalposts at the King George V Playing Field.

8.5 To CONSIDER and take a DECISION on quotations for a tree survey of all trees at the King George V Playing Field and APPROVE funding. (circulated).

8.6 To CONSIDER and take a DECISION on quotations for three mature trees to be planted at the King George V Playing Field to replace the felled ash tree, and APPROVE funding (CIL funding). (circulated)

8.7 To CONSIDER and take a DECISION on quotations for an electrical installation safety check of the Town Hall and pavilion, and APPROVE funding.

8.8 To CONSIDER and take a DECISION on quotations for printing the the Village Welcome Pack and APPROVE funding.

8.9 To CONSIDER and AGREE the application process for VE Day celebration grants. (circulated)

8.10 To AGREE dates for the annual parish spring clean and the Annual Meeting of the Parish.

8.11 To AGREE a date for a working group to prepare a grants policy, as required by the Internal Auditor.

8.12 To AGREE the appointment of an Internal Auditor for the 2019/20 internal audit.

8.13 To CONSIDER and AGREE six proposed road names for the Linden Homes development.

8.14 To CONSIDER and AGREE actions required following a meeting between Buthay Lane residents, Parish Council representatives and South Gloucestershire Council on 24th January 2020 regarding parking/ access in the Buthay Lane and dropped kerbs in the village.

8.15 To CONSIDER and AGREE action required from the Parish Council to assist in winding up the Wickwar Combined Charity.

Reports

9. To RECEIVE the minutes of the Staffing Committee meeting on 31st January 2020, and to note resolutions made.

10. To RECEIVE a report from the Ward Councillor. (Circulated)

11. To RECEIVE verbal reports from Councillors who are Trustees or Committee members of the organisations listed below, and to take decisions as necessary:

11.1 King George V Playing Fields

11.2 Wickwar Community Centre

11.3 Wickwar Town Hall

11.4 Wickwar Cemetery

12. To RECEIVE the play equipment inspection for January. (Circulated)

Items for information only

13. To NOTE receipt of the signed counterpart lease, commencing 1st April 2018, from Merlin Housing Society Ltd (now Bromford), for land at the Buthay Lane.

14. To RECEIVE the register of correspondence received (list available at the meeting)

Requests for financial assistance

15. To CONSIDER and take a DECISION on the funding application from the Friends of Alexander Hosea School for a new storage shed (total cost £1,555.70 inc £38 VAT – CIL funding). (Circulated).

Burial matters

16. None.

Finance

17. To NOTE the monthly bank reconciliation for December 2019, and the Councillor check of the bank reconciliation. Chairman to sign as a true record. (Circulated)
18. To APPROVE accounts for payment and NOTE additional payments made in line with Financial Regulations. (These are listed in the attached payment schedule).
19. To NOTE the budget monitoring report to 31st December 2019, prepared by the Clerk. Chairman to sign as a true record. (Circulated)

Items for the next agenda

Wickwar Parish Council

Expenditure transactions - payments approval list start of year 01/04/19

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque
	356D/DOCTOPU SPAV_2001 03	£26.50	£1.26	£25.24 03/01/20	Octopus Energy - D/D Pavilion electric Jan 19	£26.50
	357 D/DPLUSNE T_20_01_03	£28.20	£4.70	£23.50 03/01/20	PLUS NET - D/D Dec Town Hall Broadband	£28.20
	355D/DOCTOPU STH_20010 7	£10.97	£0.52	£10.45 07/01/20	Octopus Energy - D/D Town Hall electric 13Dec - 31Dec19	£10.97
	364 D/DTESCO_ £10.00 20_01_22	£10.00	£0.00	£10.00 08/01/20	TESCO MOBILE - Mobile Jan 20 bill	
	358 BACSRDAV ISEXP1_JAN 20	£63.98	£10.66	£53.32 10/01/20	R E DAVIS - Jan 20 exp claim pavilion padlocks *2	£63.98
	359 BACSRDAV ISEXP2_JAN 20	£45.00	£0.00	£45.00 10/01/20	R E DAVIS - Jan 20 exp claim pavilion keys	£54.00
	360 BACSRDAV ISEXP2_JAN 20	£9.00	£0.00	£9.00 10/01/20	R E DAVIS - Jan 20 exp claim box for projector	£54.00
	361 BACSBMS_ BUTHAY_1 3753	£1,140.00	£190.00	£950.00 14/01/20	BEAUFORT MONTAGUE HARRIS SOLICITORS - BUTHAY LEASE LEGAL SERVICES	£1,192.00
	362 BACSBMS_ BUTHAY_1 3753	£52.00	£0.00	£52.00 14/01/20	BEAUFORT MONTAGUE HARRIS SOLICITORS - BUTHAY LEASE LAND REGISTRY SERVICES	£1,192.00
	363 BACSJDPU GH_72	£350.00	£0.00	£350.00 15/01/20	J D PUGH - Cemetery ivy clearance	£350.00
	370 BACSNORT ON_2020	£59.99	£10.00	£49.99 18/01/20	R E DAVIS - Norton antivirus 2020 (reclaimed)	£59.99
	369 BACSHPInk _Jan20	£7.99	£1.33	£6.66 19/01/20	R E DAVIS - HP Ink Jan (reclaimed)	£7.99
		£1,433.87	£0.00	£1,433.87	Confidential	
Total		£3,237.50	£218.47	£3,019.03		

Signature

Signature

Direct Debits paid in Dec 2019 (not appearing on payment schedule)

02/12/19 £1.50 Water Business, Pavilion water