



Burbage Parish Council

Members of the Burbage Parish Council are hereby summoned to attend a Council meeting at Burbage Church Centre on **Monday 10 DECEMBER at 7.45pm**

Joyce Turner, Clerk to the Council, Clerk: clerk@burbage-pc.org.uk 01672 563718

The Public and Press are invited to attend this meeting

- 7.45 pm** To receive a report from Wiltshire Council - if available.
 To receive a Police Report – if available.
 To receive Village Hall report – if available
 To receive Speedwatch report – if available
 To receive questions from members of the public – not to exceed five minutes.
 (These may be answered verbally at the meeting or later in writing at the Chairman's discretion).

AGENDA

Item:

Clerk/Councillor

- 708** Receive and accept apologies for absence: Cllr Thornton
709 Receive Declarations of Interest or requests for dispensation.
710 Receive and confirm as a true record the draft Minutes of Meeting held on Wednesday 14th November, 2018
711 Receive update from the Community Transport Group
712 Receive update from the Pewsey Area Board
713 Correspondence received since the last meeting:

714 Planning Committee:

AF

- a) Correspondence:
 b) Receive report of Issues outstanding from the previous minutes:
 c) Report on planning decisions taken since the last Parish Council meeting:

Reference	Location	Applicant	Proposed Work	Comments to WC by
18/10166/FUL	Warren Lodge Savernake Forest	Mr M Franklin	Proposed erection of ground and first floor extensions	07/12/2018
18/10604/TCA	1 Meadow View High Street	Mrs Sansum	T1 & T2 - Lime trees - crown reduce by 30% (3m)	30/11/2018

- d) Consider any new and existing applications for planning, including but not confined to:

Reference	Location	Applicant	Proposed Work	Comments to WC by
18/10796/FUL	Ravenswood House Wolfhall Road	Mr & Mrs Del Mar	Single storey conversion and extension of existing garage, also a new timber garage building.	26/12/2018

- e) Arrange date for upcoming planning visits:

715 Village Open Spaces Committee:

AW

- a) Correspondence:
 b) Receive report of Issues outstanding from the previous minutes:
 See Annexe A below
 c) Review the quotes for the new roundabout for the playground
 d) Review the quotes to replace the broken fence in the playground
 e) Discuss the proposed changes to the cricket field
 e) Discuss cleaning the village benches
 f) Discuss tidying up Seymour Pond
 i) Playground inspection rota until next meeting:-
 15th December – Cllr Thornton
 22nd December – Cllr Andrew Wheeler
 29th December – Cllr Chris Wheeler
 5th January – Cllr Colling

716 Finance & Policy Committee:

GP

- a) Correspondence: Email from Michaela Grabowski
 b) Receive report of Issues outstanding from the previous minutes:
 See Annexe A below
 c) Proposal to amend the budget for 2019/2020 which was approved at the Parish Council meeting held on Monday 14th November
 d) Approve the Precept for 2019/2020

- e) Approve a correction to Item 653 e), the cost of the insurance renewal premium, in the Minutes of the Parish Council meeting held on 14th May 2018.
- f) Approve the change of classification of the donation made to the Scouts for new equipment at the Parish Council meeting held on Monday 14th May from Section 137 to Section 19.
- g) Resolution to use Section 137 to make the grant of £750 to Burbage News for new computer equipment. The grant was made on 12th March 2018.
- h) Resolution to make a virement to move budget of £750 from unallocated reserves to Line 27 Donation of village events/organisations in the accounts for 2017/18.
- i) Resolution to make a virement to move budget of £372 from unallocated reserves to Line 27 Donation of village events/organisations in the accounts for this year, for the donation to the Scouts for new equipment
- j) Proposal to move the normal Monday Parish Council meetings which clash with Pewsey Area Board meetings to the following Monday instead of to the customary Wednesday, following notification that the Church Centre is not available until 8pm on Wednesdays.

717 Clerk/Finance /RFO Report:

Clerk/RFO

- a) Correspondence:
- b) Receive report of Issues outstanding from the previous minutes: None
- c) Receive current liquidity statement & Bank Reconciliation for 30th November, 2018.
- d) Note receipts since last PC Meeting
- e) Note payments made since last PC meeting

Cheque Date	Chq No.	Ref.	Details	VAT Excl	Total Payments	VAT
26/11/18	100655	P386C	Jaydee Living Ltd – 2 bins for playground	259.90	.311.88	51.98
Totals				259.90	311.88	51.98

- e) Approve new payments:

Cheque Date	Chq No.	Ref.	Details	VAT Excl	Total Payments	VAT
10/12/18	100656	P387C	Bawden Managed Landscapes – grass cutting November 18	536.18	643.42	107.24
21/12/18	100657	P388C	Clerk's salary/BB/phone Dec 2018	352.50	352.50	
10/12/18	100658	P389C	PAYE for Clerk Dec 2018	85.20	85.20	
10/12/18	100659	P390C	Burbage News invoice December 2018	15.00	15.00	
Totals				988.88	1,096.12	107.24

718 Next Meetings:

Clerk

- a) Full Council **Monday 14th January 2019** at 7.45pm in the Church Centre

Joyce Turner
Clerk to the Council

Annexe A – Actions outstanding from previous Minutes

Actions currently in progress

Planning	Who	When	Updates

Open Spaces	Who	When	Updates
<p>1. CCTV cameras Cllr Pearce to collect all the information from Mr Mike Rowland. Cllr Colling to use his March article in the Burbage News to ask for a volunteer to take this project over.</p>	SC	<p>Oct</p> <p>Mar 18</p>	<p>Ongoing</p> <p>Will review after the Neighbourhood Plan referendum</p>
<p>2. Parish Steward –5 main tasks for the Parish Steward are:-</p> <ol style="list-style-type: none"> 1. Removal of tree in layby at Stibb Green 2. The Wolfhall junction issues 3. Repair surface of entrance to telephone exchange 4. Hedge by Seymour Court needs trimming 5. Hedge by school needs trimming 	AW		<p>Ongoing</p> <ol style="list-style-type: none"> 1. New task 2. Parish Steward has passed to Highways 3. New task 4. New task 5. New task <p>Parish Steward visits to Burbage: 3rd, 4th, and 8th October 31st October, 3rd and 5th November 28th and 29th November, and 3rd December</p>
<p>3. Request from Mr Philip Marsh for bus shelters in Burbage for travellers heading southbound, particularly by Seymour Pond. Persimmon Homes were asked to build a shelter, but have declined. They suggested applying to their charity for the funding. The Clerk was asked to check with Wiltshire Council if a bus shelter would be permitted at that location The Clerk to chase Wiltshire Council for a response.</p>	Clerk	Apr	<p>Ongoing</p> <p>Review in June 2019 when the land is transferred to Wiltshire Council/Burbage Parish Council</p>
<p>4. New litter bin for playground - Proposal to order 2 further bins, up to a cost of £100 each. Proposed Cllr Andrew Wheeler, seconded Cllr Pearce, approved unanimously. The Clerk was asked to place the order.</p>	Clerk	Jul	<p>First litter bin installed</p> <p>To be discussed as an item in the agenda</p>
<p>5. Repairs needed in the playground – the basketball back plates need replacing.</p> <p>The playground large gates need combination locks installing, to prevent the gates being left open.</p>	<p>LG/Clerk</p> <p>CW</p>	<p>Feb</p> <p>Jul</p>	<p>The Clerk was asked to place the order for the new plates. Action Clerk Cllr Giddings to send Clerk website link. Action Cllr Giddings</p> <p>Cllr Chris Wheeler was authorised to purchase two locks.</p>

6. Update on Martingale Road and Seawards correspondence Cllr Chris Wheeler has tried to speak to the replacement contact again, and has chased for a response.	CW	Asap	Ongoing
7. Re-siting the defibrillator at the Three Horseshoes. Suggestion to move it to Ram Alley	SC	Jul	Ongoing
8. Damaged footpath signs to be replaced.	SC	Jul	Cllr Colling is in the process of checking which signs need to be replaced. Ongoing
9. Village sweep	SC & Clerk	Jul	The Clerk was asked to contact Wiltshire Concrete to ask for a quote for the work.
10. Tractors speeding in village, and mud on roads	Clerk	Oct	The Clerk has written to Mr Peter Blanchard
11. Suggestion to put bike rack by bus stop next to the Three Horseshoes	Clerk	Oct	The Clerk has asked CATG for advice
12. Grit and salt supplies for winter 2018/19 – order placed with Wiltshire Council. To be collected from Marlborough in November	CW/AW	Nov	Cllr Andrew Wheeler and Cllr Chris Wheeler volunteered to make the collection
13. Missing litter bin in East Sands	CW/AW	Oct	Cllr Chris Wheeler volunteered to source a bin and install it

Finance & Policy	Who	When	Status