

ERLESTOKE PARISH COUNCIL

Parish Clerk

Mrs Polly Doyle
1 Pagnell Lane
Littleton Panell
Wiltshire
SN10 4EW

Chairperson

Councillor K Lewcock

To: Councillor K Lewcock (Chairperson)
Councillor C West
Councillor L Jones
Councillor J B R Durham
Councillor J J R Hunt-Davis
Councillor F Morgan-Frise (Vice Chairperson)

2nd March 2022

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12 paras 10 (2) (b) you are summoned to attend the **meeting of Erlestoke Parish Council**. The meeting will be held in **the Parish Church on Wednesday 9th March 2022 at 7.00pm**. (LGA 1972 sch.12 para 10(2)(a)).

A period of public participation will take place prior to the formal opening of the meeting. The Press and Public are welcome to attend the meeting. In accordance with the Parish Council's Standing Order No. 60. Please note that due to the lack of signal in the venue, Erlestoke Parish Council are unable to offer the meeting to be accessible online.

Yours sincerely

Polly Doyle
Parish Clerk

MEETING OF ERLESTOKE PARISH COUNCIL

Wednesday 9th March 2022

Public Participation – To receive questions from members of the public.

AGENDA

1. APOLOGIES

To receive apologies for absence.

2. DECLARATIONS OF INTEREST

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Parish Council.

Members are reminded that, in accordance with the Parish Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.

3. MINUTES

To confirm as a correct record the minutes of the Parish Council Meeting held on Wednesday 26th January 2021.

4. VOTE FOR CHAIRPERSON

Councillors are asked to vote for a new Chairperson.

5. VOTE FOR VICE CHAIRPERSON

Councillors are asked to vote for a new Vice Chairperson.

6. REPORT FROM COUNCILLOR TAMARA REAY – WILTSHIRE COUNCIL

To report on any matters affecting Erlestoke which have been discussed at Wiltshire Council Meetings and / or the Area Board.

7. FINANCE

7.1 BANK BALANCES

Treasurers Account	£ 3,913.31
Business Bank Instant	£ 9,005.14

Please note that this balance does not include the agreed donation of the room hire fee of £200 and the clerk's salary for February.

Please note that the following costs have been agreed; bench £500, notice board £50, village white gates £300.

7.2 UPDATED CASH BOOK

For noting, circulated with agenda.

8. REVIEW EFFECTIVENESS OF FINANCIAL INTERNAL CONTROLS

Councillors are asked to consider and review the financial internal controls in place.

9. CLERK TIMESHEET FOR JANUARY AND FEBRUARY 2022

Members are requested to note the clerk's timesheet for both January and February at £198.29 for both.

10. ZEN DOMAIN NAME ANNUAL PAYMENT

Members are asked to acknowledge the annual payment of £12.49 to Zen Internet for the domain name.

11. READOPTION OF PARISH COUNCIL POLICIES

Members are asked to review and resolve to adopt the following policies held by the parish council;

11.1 Risk Register

11.2 Asset Register

12. REVIEW INTERNAL AUDIT REPORT

Councillors are asked to consider the internal report and any further action that needs to be taken.

13. WHITE HORSE SUSTAINABILITY GROUP

Councillors are asked to consider the memorandum of understanding for the sustainability group.

14. PARKING IN THE VILLAGE

Councillors are requested to consider the parking situation in the village in relation to the newly opened George and Dragon.

15. GRASSCUTTING CONTRACT

Councillors are requested to consider the content of the new grass cutting contract.

16. ERLESTOKE PARISH WEBSITE

Councillors are asked to consider the proposed update of the website.

17. NOTICE BOARDS

Members are asked to consider the content of the notice boards.

18. PLATINUM JUBILEE CELEBRATIONS

Councillors are invited to discuss how to mark the Jubilee celebrations.

19. UPDATE ON ONGOING POINTS

The clerk will update any previous points raised that are ongoing.

20. PLANNING APPLICATIONS

Application Number	Applicant	Location of Development	Description of Development
PL/2022/01660		52 HIGH STREET, ERLESTOKE, DEVIZES, SN10 5UA	1 - Conifer tree - fell 2 - Yew tree - crown raise

Erlestoke Parish Council would like to highlight that Erlestoke is a conservation area and consequently all planned tree work must be submitted to the Council via a 'works to tree' application. It is a simple process to check and apply online:

<https://www.gov.uk/apply-work-on-protected-tree>

21. PLANNING APPLICATIONS DETERMINED

Application Number	Location of Development	Description of Development	Decision

Please note that all planning applications and planning applications determined are seen via email by the Council members although the applications are not necessarily in time to be included on the agenda.

22. EXCHANGE OF INFORMATION AND ON-GOING MATTERS – Please note no decisions can be made on any items discussed under this agenda item.

- Play Area
- Sub station

- Telephone kiosk

23. TO RECEIVE REPORTS FROM EPC REPRESENTATIVES

- 23.1 Website and Footpaths - Mr S. Jonik**
- 23.2 Cricket and Golf Club, Erlestoke Prison and EPC land - Councillor Lewcock**
- 23.3 Health and Well-being - Councillor Morgan-Frise**
- 23.4 Information Technology and the Play Area - Councillor Durham**
- 23.5 Flood Warden - Mr. Bill Kemp**
- 23.6 Police Community Support officer – Paula Yarranton 6015**
- 23.7 MOD and Erlestoke Woods – Councillor Jones**
- 23.8 Defibrillator – Mike Donnachie**
- 23.9 Website - TBC**

The next meeting date is Wednesday 27th April 2022.