

Broughton Gifford Parish Council

5a Curtis Orchard, Broughton Gifford, Wiltshire, SN12 8PU Tel: 07939 879488
Chairman: Councillor Martin Hooper Clerk: Mrs Georgina Berry

All Parish Council Meetings are open to the Public and Press

Wednesday 11th January 2023

To All Members of Broughton Gifford Parish Council

Dear Councillor,

You are summoned to a meeting of Broughton Gifford Parish Council, at Broughton Gifford Village Hall on **Wednesday 11th January 2023 at 7:30pm**. The meeting will consider the items set out below.

If any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting email clerk@bgpc.org.uk or phone 07939 879488. The Clerk will then guide you with the process the meeting will take and assist you with any GDPR requirements you might have.

Council is asked to note that in the exercise of their functions they must take note of the following: Equal opportunities (race, gender, sexual orientation, marital status, and any disability; Crime and Disorder, Health and Safety and Human Rights).

Before the meeting there will be a public session to enable the people of Broughton Gifford to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

Photographing, recording, broadcasting, or transmitting the proceedings of a meeting by any means is permitted under the openness of local Government Regulations 2014 (England Only). A person may not orally report or comment about a meeting as it takes place if he is present during the meeting of a parish council or its committees but otherwise may:

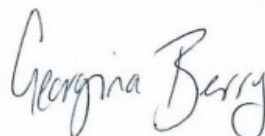
Film, photograph or make an audio recording of a meeting.

Use any other means for enabling persons not present to see or hear proceedings at a meeting of a parish council as it takes place or later.

Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

However, anyone wishing to do so must speak to the Clerk prior to the meeting as there is policy and General Data Protection Regulations 2018 which must be followed.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk on 07939 879488 or clerk@bgpc.org.uk at least 24 hours before the meeting so that every effort may be made to provide access.



Georgina Berry
Parish Clerk

Friday 6th January 2023

7:30pm Public Question Time

This section (at the Chairman's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced. Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

Wiltshire Councillor Jonathon Seed will give a report, if required.

Agenda

100. Acceptance of apologies for absence

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.

101. Dispensations

Council is asked to discuss any written requests for dispensation the Clerk may have received from Councillors.

102. To receive declarations of interests

Declarations of Interest members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).

103. Exclusion of the Press and Public Standing Order #1r vii

The Parish Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

Council is asked to discuss excluding the Press and public for any item listed on the below Agenda. The Clerk advises Council that there are no items that the Press and Public will need to be excluded on the agenda.

104. To receive and sign the minutes of the meeting held on 14th December 2022 (Previously circulated) LGA 1972 Sch 12 para 41(1)

105. Chairman's announcements

106. Co-option

Council is asked to note that no applications have been received for the vacancy.

107. Planning

No planning applications were received prior to publication of the agenda. Any applications received between publication of the agenda and the meeting may still be discussed.

(Please note in planning matters the Council acts as the consultee of the Principal Authority. The Principal Authority being the deciding body.)

108. Planning Decisions

Council is asked to note the below decisions made by Wiltshire Council.

Application No: PL/2022/05529 – Full Planning Permission

Site Address: Land at Norrington Gate, Broughton Gifford, Melksham, Wiltshire, SN12 8LW.

Proposal: Erection of permanent residential dwelling for a rural worker with the provision of subservient guest accommodation. Erection of 2 no. new stabling blocks to support the rural business.

Decision: Withdrawn by applicant

Application Ref: PL/2022/08291 – Householder Application

Address: 26 Newleaze Park, Broughton Gifford, SN12 8PL

Proposal: First floor side extension, new store and dining room. Greenhouse in front garden

Decision: Refused

Application Ref: PL/2022/07068 – Full Planning Permission

Address: Norrington Gate Farm, Norrington Gate, Broughton Gifford, SN12 8LW

Proposal: Erection of high welfare cow housing with robot milking facilities

Decision: Withdrawn by applicant

109. Parish Steward

Council is asked to note the work completed by the Parish Steward and discuss a list for the next Parish Steward visit.

The Parish Steward can only complete works listed in appendix 1. (Page 5)

110. Deed of Easement – Norrington Common

Council to note the request for an easement on Norrington Common has been withdrawn.

111. Deed of Easement – Broughton Common

Council is asked to consider how it wishes to proceed. At the moment there are track marks exiting Willow Crescent over common land to reach the main road, despite vehicular access over common land being prohibited by the Commons Act without express permission.

112. Payments LGA 1972 s150 (5)

To review and approve the items of expenditure listed below:

Invoices: Online Payments - Council is asked to give the clerk permission to make the online payments noted in Appendix 2 (page 6).

Receipts: To note receipt of income (December) - see *Appendix 2*

Account Balances – As at 31st December 2022

Current account: £17,572.38

Savings account: £50,396.52

Total all balances: £67,968.90

113. Precept form

Council asked to sign the form from Wiltshire Council requesting next year's precept.

114. Little Chalfield Solar farm

Council is asked to consider the offer of a site visit by Philip Addis

115. Memorial tree plaque

Council is asked to decide on the template plaque provided by the family of Des O'Sullivan

116. King Charles III coronation community event

Council is asked to consider if it would like to hold a community event to celebrate the coronation of King Charles III on Saturday 6th May 2023.

117. Notice of items to be taken into consideration at the next meeting in October.

Councillors are asked to highlight any further items.

If Councillors have been approached by parishioners with an issue/item for Council to investigate, please can Councillors complete an Agenda item reporting form and send it to the Clerk within 6 clear days of the next meeting. If Councillors wish motions to be included on the next Agenda, they need to be sent to the Clerk before the 4th January 2022 as per Standing Orders. See below:

Standing Orders 9. Motions for a meeting that require written notice to be given to the Proper Officer

A A motion shall relate to the responsibilities of the meeting for which it is tabled and, in any event, shall relate to the performance of the Council's statutory functions, powers and obligations or an issue which specifically affects the Council's area or its residents.

B No motion may be moved at a meeting unless it is on the agenda and the mover has given written notice of its wording to the Proper Officer at least (6) clear days before the meeting. Clear days do not include the day of the notice or the day of the meeting.

C The Proper Officer may, before including a motion on the agenda received in accordance with standing order 9(b), correct obvious grammatical or typographical errors in the wording of the motion.

D If the Proper Officer considers the wording of a motion received in accordance with standing order 9(b) is not clear in meaning, the motion shall be rejected until the mover of the motion resubmits it, so that it can be understood, in writing, to the Proper Officer at least (4) clear days before the meeting.

E If the wording or subject of a proposed motion is considered improper, the Proper Officer shall consult with the chairman of the forthcoming meeting or, as the case may be, the councillors who have convened the meeting, to consider whether the motion shall be included in the agenda or rejected.

F The decision of the Proper Officer as to whether or not to include the motion on the agenda shall be final.

118. Items for Parish Newsletter & Notice Boards

Councillors are asked to inform the Clerk which items it wishes her to highlight in the village magazine and notice boards from the meetings minutes.

119. Date of the next meeting

The Council is asked to note that **Wednesday 8th February 2023** at 7:30pm is the date of the next meeting. All are welcome to attend.

Appendix 1 – Parish Steward

- Hand clearing and cutting of growth from drainage grips and drain gully covers.
- Hand clearing of blocked drainage gullies, culverts, pipes and pits
- Clearing storm debris from the roads and footways
- Clearing collision debris, clinical waste etc.
- Pedestrian barriers repairs, preparation, and painting
- Cleaning, re-installation and straightening of small road signs, street nameplates and bollards.
- Installation of small road signs, verge marker posts and supplied street nameplates
- Removal of limited graffiti from road signs, bollards, and street nameplates
- Hand cutting of grass and vegetation in visibility areas
- Hand treatment of weeds in rural areas
- Removal of Ragwort and other noxious weeds
- Clearance of encroaching growth and soils from footways
- Repair of minor surface defects in roads and on footways

Appendix 2 - Finance

Payments

Payee	Details	Authority	Net	VAT	TOTAL COST
Nest HMRC	Nov pension Q2 – P30	LGPSR 2013 (SI 2013/2356)	35.33 459.61	0.00 0.00	35.33 459.61

Income

Payer	Details	TOTAL AMOUNT

Appendix 3 - Correspondence received

06/01/23	Minutes for Western Area Planning Committee	Wiltshire Council
06/01/23	Temporary Closure of Norrington Lan (Part)	Wiltshire Council
06/01/23	Minutes for Melksham Area Board	Wiltshire Council
06/01/23	Melksham Police Report	Wiltshire Police
06/01/23	Wiltshire and Swindon Precept Survey	Wiltshire Police
06/01/23	Official invite to Berryfield Village Hall Opening event	Melksham Without Council