

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 8th February 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 8th February 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:

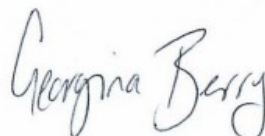
Film, photograph or make an audio recording of a meeting.

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 3rd February 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

120. 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.

121. Dispensations

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

122. 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).

123. 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.

124. To receive and sign the minutes of the meeting held on 11th January 2023 (Previously circulated) LGA 1972 Sch 12 para 41(1)

125. Chairman's announcements

126. Co-option

Council is asked to note that an application has been received for one of the two vacancies. Council is asked to consider the application from Linzi Fielding.

127. Planning

Council is asked to consider the following applications. 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.)

- i. **Application Ref:** PL/2023/00360 - Full Planning Permission
Address: Land North of Bradford Road, Melksham, Wilts, SN12 8LQ

Proposal: Proposed 1no. 4 bedroom detached house and paddock
Deadline: 17/02/2023

- ii. **Application Ref:** PL/2023/00215 - Proposed Works to Trees in a Conservation Area
Address: 125 The Street, SN12 8PH
Proposal: Birch (T1) - remove due to shading of neighbouring property and proximity to boundary and drain. Birch (T2 & T3) - prune to reduce laterally by maximum 3 metres to relieve overhang and shading to neighbouring property. Magnolia (T4) - prune to reduce laterally and vertically by 2 metres to contain within allotted space.
Deadline: 03/02/2023

- iii. **Application Ref:** PL/2023/00139 - Full Planning Permission
Address: 35 Curtis Orchard, Broughton Gifford, Melksham, SN12 8PX
Proposal: Amendment to granted consent PL/2021/10658 to include a double carport.
Deadline: 06/02/2023
Considered at the January meeting – No objection

128. Planning Decisions

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

- i. **Application No:** PL/2022/03914 – Full Planning Permission
Site Address: Norrington Gate Farm, Broughton Gifford, Melksham, Wiltshire, SN12 8LW.
Proposal: Development of the construction of 150MW battery energy storage facility.
Decision: Approve with conditions

129. 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 6)

130. Deed of Easement – Norrington Common

Council to consider the request to loosen the restrictions on the easement over Norrington Common.

131. 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 (January) - see Appendix 2

Account Balances – As at 31st January 2022

Current account: £16,513.93

Savings account: £50,418.06

Total all balances: £66,931.99

132. Memorial tree plaque

Council is asked to note that the memorial plaque for Des O'Sullivan has now been placed.

133. Parish Council postal address

The clerk is asking the council to consider using the Stone Barn address for all correspondence in the future. There are issues around GDPR and privacy using the clerks personal address for council business.

134. War memorial oak tree

Following the informal agreement during public participation in the January meeting Council is asked to officially consider the maintenance of the oak tree at the War memorial.

135. SIDS (Speed Indication Device)

Council is asked to reconsider the purchase of a SID.

136. The Great British Spring Clean

Council is asked to confirm a date of March 26th or April 2nd for the annual village spring clean and approve the payment of £60 for 2 signs to advertise the event.

137. Annual Parish Meeting

Council is asked to confirm a date of May 8th, 9th or 11th at 7pm for the Annual Parish Meeting.

138. Interim Internal Audit

Council is asked to note that the interim internal audit is under way.

139. Clerk permission to work for other parishes

Council is asked to give the clerk permission to work for Holt Parish Council and Atworth Parish council, as per the clerk's contract.

140. Driving over The Common

Council is asked to consider how it would like to proceed with regard to delivery drivers driving over the common to Willow Crescent.

141. 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.

142. Notice of items to be taken into consideration at the next meeting in March.

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 2nd March 2023 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.

143. The Stone Barn renovation plans

Council is asked to hear a report from the Stone Barn working party.

144. Correspondence received

Emails on Appendix 3 (page 8) were received and sent to Councillors

145. 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 | Jan pension | LGPSR 2013 (SI 2013/2356) | 35.33 | 0.00 | 35.33 |

Income

| Payer | Details | TOTAL AMOUNT |
|------------|---------------|--------------|
| P.M. Bines | Headstone fee | 105.00 |

