DONHEAD St MARY PARISH COUNCIL

**­­­­­­­­­­­­­­­Parish Clerk; Mrs Clare Churchill**

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28th August 2019

Cllrs.

You are hereby summoned to a Meeting of Donhead St Mary Parish Council to be held on Wednesday 4th September 2019 at the New Remembrance Hall, Charlton at 7.15pm.

In accordance with the Local Government Act 1972 sch 12 paras 10 and 26.

If you are unable to attend please inform the Clerk as soon as possible, should you be unable to attend and have an action on the agenda (update, report etc) please could you forward this to the Clerk before midday on Wednesday 4th September.

Please remember that any requests for dispensation must be made prior to the start of the meeting.

The running order of the Agenda is at the discretion of the Chairman and may not always follow the sequence as listed. In order to ensure being present during the consideration of an Agenda item (wherever it may appear on the list of items to be considered), Councillors and members of the public are advised to be present at the meeting from the time given above.

Council are 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. Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk (01722 743027) at least 24 hours before the meeting so that every effort may be made to provide access.

Regards

Clare Churchill

Clerk to Donhead St Mary Parish Council

**Agenda for a Meeting of Donhead St Mary Parish Council to be held on Wednesday 4th September 2019 in the village hall at 7.15pm.**

At the start of the meeting there is an opportunity for questions or statements from members of the public on any matter concerning the village, no parishioner may speak for more than 2 minutes.

To receive a report from Wiltshire Cllr Tony Deane.

PC Richard Salter has sent apologies, he has another meeting to attend in Devizes. The latest report from the Police has been circulated.

**AGENDA**

**0713. Apologies for absence and to consider whether to approve the reasons given.**

*Local Government Act 1972 s85(1)*

**0714. Council meeting minutes** - to confirm and sign the minutes of the parish council meeting held on 3rd July 2019.

*Local Government Act 1972 sch 12, para 41(1)*

**0715. Council meeting minutes** - to confirm and sign the minutes of the parish council planning meeting held on 10th August 2019.

*Local Government Act 1972 sch 12, para 41(1)*

**0716. Interests.**

1. Cllrs to declare any Disclosable Pecuniary Interestsrelated to any matters to be considered in this agenda that do not appear in the Cllr’s register of interests.
2. In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.

Cllrs are reminded that it is their responsibility to ensure their register of interests on the WC website is kept up to date.

**0717. Exclusion of the press and public.** To agree, if required, any items to be dealt with after the public, including the press, have been excluded under.

*Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972 ss100*

**0718. Co-option of Cllr.** There is 1 vacancy on Donhead St Mary PC, which having been advertised may be filled by co-option.

To co-opt a Cllr onto Donhead St Mary Parish Council.

**0719. Community Governance review.** Wiltshire Council is asking parishes to respond if any changes to the existing governance is required. Eg;

* Alter the number of elected members
* Alter the parish boundary
* Amend the name of the parish.

Donhead St Mary PC previously asked WC if the number of Cllrs could be reduced, this would need to be formally requested as part of this review.

To consider any changes required.

**0720. Speeding issues within the parish –** to receive an update;

(i) Metrocounts have been requested again for the following locations;

* Charlton village
* Charlton Lane
* A30 near the county boundary
* Ludwell

These should be put down in September 2019.

(ii) New reports of traffic concerns.

* A30 near the Rising Sun. Persistent and dangerous speeding
* Ludwell – both traffic speed and volume - crossing the A30 by The Grove Arms particularly by children to / from the bus stop.

**PLANNING**

**0721. To respond to Wiltshire Council Planning on the following planning applications.** Please note that hard copies of the plans are no longer available and plans should be viewed online prior to attending the meeting.

* **19/07694. Green Farm, Charlton.** Proposed garage.

[Green Farm](https://unidoc.wiltshire.gov.uk/UniDoc/Document/Search/DSA,902774)

* **19/08088. Ye Olde Wheelwrights Camp site, Ludwell.** Erect overhead line.

[Ye Olde Wheelwrights](https://unidoc.wiltshire.gov.uk/UniDoc/Document/Search/DSA,903159)

**0722. To consider how to respond to any** **planning applications** made after the publication of the agenda.

**0723. To note any tree applications** received after the publication of this agenda.

**0724. To note the following planning decisions.** All were approved with conditions, full details are available online.

**19/05041. Well Cottage, Higher Coombe.** Proposed extensions and alterations to existing dwelling.

**19/05166. Braeside Farm, Charlton.** Permanent stationing of a mobile home to provide accommodation for an agricultural worker.

**19/05699. Ye Olde Wheelwrights, Ludwell.** Variation of condition 2 of planning application 16/05955/FUL (Erection of Barn).

**0725. Wiltshire Local Plan – an update.** Wiltshire Council is holding three meetings across the county to update the county on the Local Plan (previously Core Strategy). The local event in on Wednesday 25th September at Tisbury. Two Cllrs may attend.

To confirm who can attend to represent Donhead St Mary PC.

**0726. Shaftesbury NHP.** Review of the Pre-Submission Shaftesbury Neighbourhood Plan. Shaftesbury TC has asked Donhead St Mary PC to review the pre submission plan.

Cllrs were asked to look at the NHP and feedback at the September PC meeting.

**0727. Ownership of Donhead St Mary Sports Club**

**0728. Working relationships and roles of Parish / Unitary Cllrs.**

**0729. Update of Actions of the Minutes** dated 3rd July 2019.

1. (0691) Planning responses were submitted to WC.

2. (0693) Response to tree application was sent to WC.

3. (0695.7) As yet the Clerk hasn’t received anything re the EROB change.

4. (0700.i) Cllr Rossiter purchased the bench for the Coronation Drive play area.

5. (0701.i) Payment has been received from the stonemason, one memorial remains outstanding but this is not in place yet.

**0730. CCTV.** At the last meeting it was requested that this should remain on the agenda.

**0731. Potential Road name change.**

To consider the cost of a new sign.

To agree to request that the new sign is put up by Highways at no cost to the parish.

To authorise the purchase of a new sign.

**0732. Year ending 31st March 2020.**

## To note the balance of the accounts.

Opening balance £22,070.00

Total receipts £16,179.02

Total payments £ 5,944.31

Closing balance £32,304.71

Of which £18,940.27 is solar fund money and £1,187.98 is ringfenced.

Leaving a balance of £12,176.71

Balance in Lloyds bank account £32,304.71, unpresented cheque total £0.00.

1. **To note payments** made since the last meeting.
2. **To authorise for payment** a list of payments
3. **To authorise the Clerk** to attend the regional training seminar on 27th November.
4. **Parish mapping service.** To consider purchasing access to maps which will help with highways, flood planning and emergency planning. The annual cost with Parish Online is £100
5. **Solar fund.** To consider requests for solar fund money.

*Account and Audit Regulations 2003 reg 4. Local Government Act 1972 s150(5)*

**0733. Highway Issues.**

(i) To note matters previously reported to Highways for attention

(ii) To note any issues that need to be reported to Highways for attention.

(iii) To resolve to send a letter to any Landowner who has overgrown hedges requiring cutting.

**0734. Rights of Way within the parish.** To consider an audit of the existing rights of way. Funding may be available and some improvements can be done by Seeds4Success but require the parish to purchase the materials and make a donation.

**0735. Play areas.** To receive an update;

Inspections are due in September 2019.

(i) Play area at the New Remembrance Field

(ii) Play area at Coronation Drive

**0736. To receive updates on the following;**

(i) Charlton Cemetery

(ii) War Memorial.

(iii) Emergency Plan

(iv) First Aid / Defibrillator.

(v) Dementia session.

(vi) Flood Plan

**0737. To receive reports from Cllrs.**

**0738. Clerk’s Report.**

OFWG met on 11th September. Cllr Walker hopes to attend.

SWWAB will meet on 18th September

SWW CSG will meet on 2nd October

CATG will meet on 6th November

**0739. To agree what should be submitted to the Donhead Digest.**

**0740. To note items for the agenda of the next meeting.** Any items for the agenda should be sent to the Clerk **before** Thursday 24th October.

**0741. To confirm the date and venue of the next meeting** as Wednesday 6th November 2019.

Members of the Public and Press are welcome to attend and are invited to speak if they so wish. If a member of the public wishes to speak, please could they advise the clerk of this intention on arrival?

The period of time designated for public participation at a meeting shall not exceed 15 minutes unless directed by the chairman of the meeting. A member of the public shall not speak for more than 2 minutes.

The running order of the Agenda is at the discretion of the Chairman and may not always follow the sequence as listed. In order to ensure being present during the consideration of an Agenda item (wherever it may appear on the list of items to be considered), Councillors and members of the public are advised to be present at the meeting from the time given above.