Maiden Bradley with Yarnfield Parish Council100

9 Beech Grove, Warminster, Wiltshire, BA12 0AB Tel: 01985 213436

Chairman: Councillor Angus Neish Clerk Mrs. Sarah Jeffries MILCM

**Minutes of the meeting of Maiden Bradley with Yarnfield Parish Council held online on Tuesday 8th December 2020 at 6.00pm.**

**Present:** Councillors, Angus Neish, Simon Wager, Ian Ferguson, Susanna Brigden, Alexandra Channer and Ray Kenzie.

**In attendance:** The Parish Clerk, Mrs. Sarah Jeffries PSLCC, Fleur De Rhe Philipe and Bill Parks.

**Public Question Time** Public Bodies (admissions to meetings) Act 1960 s

Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

The Chairman thanked Fleur De Rhe Philipe and Bill Parks for attending, both reported that they did not have anything to report to Council and that they were happy to assist Council, if required.

**20/098** **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 Act1972, members present must decide whether the reason(s) for a member's absence are accepted.

**Resolved:** noted Councillor Sebastian Seymour was absent.

**20/099 Dispensations**

**Resolved:** notednone received by the Clerk.

**20/100 To receive declarations of interests Local Authorities**

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).

**Resolved:** notednone given

**20/101 Exclusion of the Press and Public** Standing Order #1c

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.

**Resolved:** noted thatunder the Data Protection Act 2018 the Press and public will be excluded for theClerks Appraisal.

**20/102 Chairman’s announcements**

**Resolved:** notednone to give.

**20/103 To receive and sign the minutes of the meeting held on 10th November 2020 (Previously circulated)** LGA 1972 Sch 12 para 41(1)

**Resolved:** that they were a true record of the Councils decisions. Proposed Councillor Simon Wager Seconded Councillor Susanna Brigden.

**20/104 Planning**

**Resolved:** noted that at the time of producing this Agenda, no planning applications had been brought to the attention of the Clerk for Council to comment on.

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

**Planning Decisions**

**Resolved:** noted the below decision made by Wiltshire Council.

**Application Ref: 20/08981/FUL**

**Application for Full Planning**

**Proposal: - Proposed rear extension and alterations.**

**At: Foxlease, High Street, Maiden Bradley, BA12 7JG**

**Decision:** Approve with Conditions.

In pursuance of its powers under the above Act, the Council hereby grant PLANNING PERMISSION for the above development to be carried out in accordance with the application and plans submitted (listed below). In accordance with paragraph 38 of the National Planning Policy Framework, Wiltshire Council has worked proactively to secure this development to improve the economic, social, and environmental conditions of the area. Subject to the following conditions:1The development hereby permitted shall be begun before the expiration of three years from the date of this permission. REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.2The development hereby permitted shall be carried out in accordance with the following approved plans: Drg. no. 2029/02 Proposed Plans, Elevations and Sections Date rec. 15/10/2020Drg. no. 2029/03 Block and Location Plan Date rec. 15/10/2020REASON: For the avoidance of doubt and in the interests of proper planning.

**20/105 Parish Steward**

**Resolved:** that it be put to the Parish Steward that the drains be cleared either end of Back Lane. Council noted Councillor Simon Wagers report that the Area Highways Engineer is aware the leaves by the traffic calming, and that they are to be addressed when all of the leaves have fallen.

**Traffic Calming and Speeding Traffic - Action Plan Transport & Traffic**

**20/106 Highways and High Street Petition**

**Resolved:** Councillor Simon Wager reported on the 12th November 2020 Community Action Group meeting. See below:

Community Area Traffic Group approved the whole project. Break down as follows: Frome Road White Gates £3000.00 20mph speed limit £4000.00. Total sum of £7,000 has been agreed from this year's budget and will show as a 2020/21 commitment. Gateway possibly installed in the current financial year however given the number of outstanding commitments across CATG implementation will more than likely happen sometime April 21 onwards. The money will therefore simply roll over into the next financial year. The Area Board ratified the priorities of the CATG at their meeting last night 13th November 2020.

Council noted that the Estate are to act on clearing the hedge line to open the visibility. Council discussed the below 25% funding requirements for the project, both requirements were approved by all, with no objections, it was noted that the work is to take place early next year or from April next year.

**20/107 To review Cyclist signage on the 30mph signage by the SID post From Road**

**Resolved:** the below motion request that a new cyclist and pedestrians sign request is put to Community Area Traffic Group by Councillor Simon Wager at its January/February meeting. That Wiltshire Council Highways be asked to make consideration for when the 30phm signage and white gates goes in, that a sign is implemented too. Council agreed to £300 being put by in the budget for the cost of a cyclist sign. All agreed.

**Background Information:** Request from Councillor Ray Kenzie/Parishioner for Cyclist Signage Frome Road

**Background Documents:** Report from Principle Traffic Engineer Wiltshire Council

I accept this is a somewhat subjective issue. What I will say is there is a big drive from central government to reduce the amount sign clutter on the network as it has become a big problem. The supplementary guidance to the TSRGD 2016 quotes the following:

‘Overuse of traffic signs blights our landscape, wastes taxpayers’ money, and dilutes important road safety messages. Research carried out by the Department to inform the Traffic Signs Policy Review showed that the number of traffic signs has doubled in the last 20 years. This is unsustainable, and bears out the need to reduce signing whenever possible’

The big question we ask for any new warning sign is whether or not it will add value and actually be of worth to road users. For example, I am generally against putting up lots warning signs in 30mph limits.

This view is reinforced by Chapter 4 of the Traffic signs manual which states:

“Warning signs can play an important part in improving road safety. However, they should only be used where there is a specific safety issue or hazard, not to sign readily apparent conditions or

routine features of the road, such as bends and junctions. Overuse of warning signs can dilute their effectiveness and tends to bring them into disrepute There of course exceptions and whilst we must not rule out such signs in areas covered by 30mph,

they should be the exception rather than the rule. I am not necessarily against the provision of a new ‘cycles ahead’ warning sign on the Frome road approach. Whilst a new post and sign could be placed on the east side this will require a new post and together with the crossroads warning sign it will in my opinion make the area look somewhat cluttered. The better option may be to raise the existing x-roads sign up using 600mm post extensions and erect the ‘cycles ahead’ sign underneath on the existing posts.

**Costs:** Insert detail of costs £250.00/£300.00

**Recommendation:** To be resolved at the meeting as to whether the Parish Council funds a cyclist sign at a cost of £250.00/£300.00.

**Standing orders were put down for Fleur De Rhe Philipe and Bill Parks to be able to speak.**

**20/108 Request for the Parish Council to formulate and agree an approach to Highway signage throughout the Parish.**

**Resolved:** Councillor Simon Wager spoke on the below motion, that he had a wish for a fixed policy on signage be put together for discussions on signage. This was supported by Fleur De Rhe Philipe, she reported that where there is too much signage, it is known to be missed, less certainly means drivers take a more cautious approach when driving. It was agreed that Council adopted a National Policy Structure. The Clerk was instructed to bring a copy of the national policy information to next meeting.

To review overuse of signage in line with central government drive to reduce the amount sign clutter on the network as it has become a big problem. The supplementary guidance to the **TSRGD 2016** quotes the following:

**Background Information:**Report taken from Principle Traffic Engineers report re cyclist signage Frome Road. ‘Overuse of traffic signs blights our landscape, wastes taxpayers’ money, and dilutes important road safety messages. Research carried out by the Department to inform the Traffic Signs Policy Review showed that the number of traffic signs has doubled in the last 20 years. This is unsustainable and bears out the need to reduce signing whenever possible’ The big question asked for any new warning sign is whether or not it will add value and actually be of worth to road users. putting up lots warning signs in 30mph limits. this view is reinforced by Chapter 4 of the Traffic signs manual which states: “Warning signs can play an important part in improving road safety. However, they should only be used where there is a specific safety issue or hazard, not to sign readily apparent conditions or routine features of the road, such as bends and junctions. Overuse of warning signs can dilute their effectiveness and tends to bring them into disrepute.

**Costs:** None

**Recommendation:**To be resolved at the meeting an agreed approach to signage throughout the Parish.

**20/109 Community Speed Watch**

**Resolved:** Councillor Simon Wager reported that there has been no speed watch last month due to the implementation of the Covid-19 lockdown again. It was noted that now Wiltshire had been put into a tier 2 level it can start again, although with less daylight hours to work in. Councillors noted that the speeding through the village has increased since no speed watch has been in action.

**20/110 Church Street Railings**

**Resolved:** Councillor Simon Wager updated Council on the Church Street railings following the incident on the 30th November 2020. It was noted that the noise of crash was heard by parishioners, but no vehicle had been identified, the weather was poor at the time.

The Area Highways Engineer has made a site visit to arrange for replacement railings, it must be noted that it could be 6- 8 months in them coming as they must be specially made.

Bill Parks offered on his next visits Maiden Bradley he will see if there is anything that could be done to sort the issue of the Church railings visibility. Council accepted his kind offer to report back to Council at the next meeting.

**20/111 To be aware of a proposal by Hanson’s to reopen and to expand 2 quarries north of Nunney, which may result in increased HGV traffic through Maiden Bradley.**

**Resolved:** Councillor Ian Ferguson spoke to Council on his motion below, for Council to consider writing to Hanson’s. it was agreed by all to write to them. It was agreed that Councillor Ian Ferguson would draft correspondence to Hanson’s, and that it would be emailed out to all to approve before the Clerk send it. Councillor Fleur De Rhe Philipe agreed to chase the correspondence sent re the weight limit with the Wiltshire Council leaders Personal Assistant.

**Background Information:** Hanson’s have entered a consultation online regarding their proposal to expand/reopen 2 quarries north of Nunney at Whatley and Westdown. They are aiming to start operations on 2022 and run until 2042. They state that the quarry at Whatley will be “rail first”, and that the 2 quarries combined will not increase HGV movement-” our proposals will not require additional vehicle movements in the area”.

I would question what rail first means. Is it 51%, which would mean 49% by road? Or what? Regarding the comment about no additional vehicle movement in the area, what is their definition of area? Does it include us? Hanson’s use the Hopkins processing facility at Wincanton, so this proposed expansion could have a serious effect for us as a village.

**Costs:** none

**Recommendation:** To take action to investigate this more thoroughly. To write to Hanson’s asking for clarification of the above points and to ask what the effect on Maiden Bradley will be. Trying to positive it may be that this will give us further strength to our argument to have the “alternative route to the A303” implemented.

**Standing orders were reinstated.**

**20/112 Communities Prepared Wiltshire Winter Weather Webinars**

**Resolved:** Councillor Simon Wager reported that he had attended a virtual Snow Wardens Course on the 25th November as part of the Wiltshire Council initiative, training community organisations and those working in community resilience or related sectors within the area. Council noted that Maiden Bradley does have a Community Emergency plan in place that is adequate for the Community needs.

It was mentioned that there were still issues with flood water down Kingston lane, there was a small amount of flooding near New mead Farm. It was noted that the water was coming off the fields, it was a situation where there was nowhere for the water to go, Councillor Simon Wager agreed to speak to Councillor Sebastian Seymour.

**20/113 Knapp Fencing**

**Resolved:** noted that the repairs to the Knapp Fencing have been actioned, and the Parishioner reimbursed. There is a recommendation that a budget be build next year so that several other areas can be replaced before they become an issue. Council discussed the approval of a budget of £400.00 for the Knapp maintenance in 2021/2022. All approved the amount of £400.00.

**20/114 Bus Stop**

**Resolved:** noted the Health & Safety Check on the Bus Stop. No issues were reported.

**20/115 18. Recreational Area - Health & Safety & ROSPA**

**Resolved:** Councillor Simon Wager reported on the monthly Health & Safety checks actioned on the equipment following the play areas closure. It was noted that it remains locked down until Councillor Simon Wager is otherwise instructed.

**20/116 Village Hall – Action Plan Local Economy and Tourism**

**Resolved:** noted Councillor Susanna Brigden comment, that there had not been a meeting due to the Covid 19 Lockdown, so she did not have a report to give.

**20/117. s 137 Grants**

**Resolved:** discussed the Grant application for £300.00 from the Maiden Bradley Memorial Hall Committee.

The hall would like to approach the Parish Council for a small grant to re-locate electric cooker and breakfast bar in kitchen thus rendering safer access to fire exit in addition to facilitating safer working practices. Council approved the grant request of £300.00.

**20/118 Defibrillator**

**Resolved:** noted a report from Councillor Simon Wager that the Defibrillator checks have been actioned and sent to the Clerk; a copy of the email has been filed.

**20/119 Wessex Water Outages**

**Resolved:** noted the communication below received from Wessex Water regarding the water outages highlighted, previously emailed to Councillors. Councillor Ray Kenzie agreed to keep a log of any outages in future. It was agreed that Councillor Ray Kenzie action a write up in parish news asking for parishioners to report any outages to him to log.

Thank you for your email of 17 November, about supply interruptions in Maiden Bradley. The interruptions occurred during power outages and due to a fault, our generator did not kick in. This fault has now been rectified.

Whilst we are confident that the generator is now operating correctly, we are unable to give an absolute guarantee that there will not be another interruption to the supply in the future. There are a number of other issues that could affect this but please be assured we will always react to the situation in a prompt manner and restore supplies as quickly as possible.

**20/120 Action Plan/Parish Plan**

**Resolved:** Councillor Alexandra Channerhighlighted that the Council needs to approve the below listbudget issues for next year

* Footpath leaflet 5 – 10 walks advertised leaflet to be left in the shop and public house discuss creating an accessible online presence for it.
* Public spaces improvements discuss ideas
* Bench on the Knapp replaced within next year’s budget
* Budget for the two Community Events summer fair and bonfire night
* Discuss providing a budget for the youth of the village to have an event of their own
* Historical board about the village - location to be identified and budgeted for
* Print copies of the Action Plan to be distributed to all households in January

All were agreed. Councillor Fleur De Rhe Philipe mentioned the Youth Action Group Grants available. The Clerk was instructed to contact Graeme Morris the Area board Manager to seek the rules for YAG grants.

**Standing Orders were reinstated**.

**20/121 Spring Bulb Planting Project**

**Resolved:** The Chairman stated, very well done to all the village who had taken part in the project. Councillor Alexandra Channer reported that 8,900 bulbs had been planted. The lake side Garden Centre had also kindly gifted bulbs to the project. The project had achieved more by bringing good community spirit at this time.

Council noted that a £90.00 refund has been returned to the Parish Council as the bulb supplier was unable to fulfil some of the order. Council approved the reimbursement for the bulb planter broken during the planting. The replacement cost is £39.99 delivery £ 5.95 total cost £45.94. Council instructed the Clerk to formally thank the lakeside Garden Centre for their contribution.

**20/122 Wiltshire Council Casual Vacancies Arising Within Six Months of An Election**

**Resolved:** noted the below information from the Elections Team and that the Clerk will bring election arrangements and publicity of the Parish Council to the Councils attention in the next few meetings.

Elections to parish/town councils are held every four years. The last Parish Council elections were held in May 2017. The next Parish Council elections will therefore be held in 2021. Where a casual vacancy in the office of a Parish Councillor occurs within six months before the day on which the Councillor would have regularly retired, at the next ordinary election, the Parish Council may as soon as practicable after the expiry of the period of 14 days after public notice of the vacancy has been given, co-opt a person to fill the vacancy. This will take effect for any notice of vacancies published on or after 10 November 2020.

Any vacancy which is not so filled must be filled at the next ordinary election (as per Rule 5(6) of the Local Elections (parishes and communities) (England and Wales) Rules 2006).

**20/123 Dates for Council Meetings May 2021 – May 2022**

**Resolved:** approved the belowrecommended dates, with the alteration that the July meeting would take place on the 20th July 2021. Council approved the publication of the below advertisement for next year’s Parish Council meetings.

**Maiden Bradley with Yarnfield Parish Council**

**Dates of Meetings**

Annual Parish Meeting: Tuesday 11th May 2021 7.00pm (Meeting of Electoral not a Full Council meeting)

**Dates of Full Parish Council Meetings 2021-2022**

All Parish Council meetings will have an opportunity at the start for parishioners to ask questions or make comments on any matter

Tuesday 13th April 2021 7.00pm

Tuesday 11th May 2021 7.30pm Annual Parish Council meeting (Following on from the Annual Parish meeting)

Tuesday 8th June 2021 7.00pm

Tuesday 20th July 2021 7.00pm

There will be no meeting during the August Summer break

Tuesday 14th September 2021 7.00pm

Tuesday 12th October 2021 7.00pm

Tuesday 9th November 2021 7.00pm

Tuesday 14th December 2021 7.00pm (Budget meeting)

Tuesday 11th January 2022 7.00pm

Tuesday 8th February 2022 7.00pm

Tuesday 8th March 2022 7.00pm

Tuesday 12th April 2022 7.00pm

Separate Planning meetings will take place as and when required: The Clerk will issue a separate summons to Councillors and they will be displayed on the Parish Notice Board. (Please note that during an Election year the dates of the Annual Parish Council meeting will vary).

**20/124 Budget/Precept Preparations**

**Resolved:** the items approved for the Parish action plan previously discussed. Council noted that the deadline for precept requirements at Wiltshire Council is the 18th January 2021 and so the budget will be set at the 12th January 2021 will be the meeting to set the budget and precept balancing figure. The Clerk would go through the Budget draft with Councillor Ian Ferguson before the meeting. Clerk to action a Zoom one to one meeting with Councillor Ian Ferguson.

**Councillor Ian Ferguson lost his signal at 6.48pm and so did not take part in the following decisions**.

**20/125 Clerks Appraisal** **& Review Clerks Wages for inclusion in the Draft Budget** (This item was discussed under excluded items as it came under the Data Protection Act 2018.)

**Resolved:** noted the report from the Staffing Committees Chairman Councillor Simon Wager. Council resolved their recommendation that the Clerks scale point for 2021 -2022 be increased to scale point 20.

**20/126 Society of Local Council Clerks Membership Renewal.**

**Resolved:** approved the renewal of the Clerks Membership to the Society of Local Council Clerks. (The cost is shared with Horningsham Parish Council. Total cost of the membership is £199.00, the cost is shared per the hours the Clerk works for each council. The cost for Maiden Bradley Parish Council is £122.46 for next year).

**20/127 Approval and signing of Parish Accounts for the month of** **November 2020** Internal Audit Accounts & Audit Regulations 2003 reg 2

**Resolved:** approved the accounts for November 2020. Council noted that the Unity Trust Bank balance as of the 30th November 2020 was £23,349.03.

**20/128 Payments** LGA 1972 s150 (5)

**Resolved:** reviewed and approved the items of expenditure listed below:

Wages December LGA 1972 s111£443.45

Heat Light phone etc. December LGA 1972 s111£16.00

Postage Reimbursement LGA 1972 s111 £ 3.82

K. M. Dike Nurseries December 2020 Open Spaces Act 1906 ss 9 and 10 £292.96

1 & 1 Website 01.11.20- 01.12.20 LGA 1972 s111£18.00

Zoom Monthly Subscription Reimbursement LGA 1972 s111 £14.39

Reimbursement of Bulb Planter LGA 1972 s111 £45.94

Society of Local Council Clerks Membership LGA 1972 s111 £122.46

**Retrospectively**

Maiden Bradley Community Garden Grant s137 £300.00

Knapp Fencing Materials Reimbursement £136.05

**Receipts: To note receipt of income**

J Parkers Wholesale Bulbs Refund for Bulb order unfulfilled £90.00

Horningsham Parish Council IT Usage Contribution £ 8.00

Horningsham SLCC Excel Accessibility Course Contribution £17.50

Horningsham SLCC Word Accessibility Course Contribution £17.50

Horningsham Parish Council WALC Course contribution £30.00

**Account Balance** £23,349.03.

Payments £957.02

Receipts £163.00

**Total Balance**

Council approved Councillors Simon Wager and Ray Kenzie would action the online payments for this month.

**20/129 Clerk’s Report**

**Parish Newsletter**

**Resolved:** nothing additional for the Clerk to report.

**Clerks Holiday Request**

**Resolved:** approved the Clerk taking Annual Leave for Christmas from the 21st December to the 4th January 2021.

**Arnold-Baker on Local Council Administration (The bible on local government law) Twelfth Edition**

**Resolved:** approved the shared cost for the above book.

Arnold-Baker on Local Council Administration has long been established as the key text for parish and community councils,

local authorities and solicitors practicing in local government and public and administrative law. It comprehensively covers all

aspects of this specialist area of local government law in a reader-friendly style.

What’s New

With the changing nature of the pandemic there has been an increase in the workload and weight of responsibility that they

carry in relation to school closures, burials and cremations, weddings, and support for homeless people.

The comprehensive and authoritative guide to local government law has been extensively revised for its 12th edition,

providing the definitive guide for everyone working in this specialist area.

The new edition has been updated to include:

• Disqualification criteria for councillors and mayors

• Further amendments to the Local Elections Rules

• New ICO guidance on GDPR for local councils

The National Association of local councils has arranged a 20% off discount if the Parish Councils order the book in advance. The book will be priced at £149.99 with the discount £119.99 shared cost will be £59.99 each.

**Society of Local Council Clerks Practioners Training Conference February 2021.**

**Resolved:** approved the Clerks virtual attendance at the cost of £75.00 plus Vat total £95.00 Council noted that the cost will be shared with Horningsham Parish council. The cost to the Parish Council £37.50 as the VAT can be reclaimed.

2021 SLCC Practioners Conference taking place over three days, Tuesday 23rd, Wednesday 24th & Thursday 25th February 2021.

A unique blend of alternative workshops all of direct practical relevance to parish, community, and town councils:

•Set yourself free from subconscious bias

•Exercise your mind to become resilient to tasks, events, people & negatively

•Is your community missing out? Discover the grants & funding opportunities

•What is diversity? What it takes to make your council diverse

•Identify lost rights of way to ensure they are not lost forever!

•Explore the new Toolkit designed to support clerks experiencing issues with standards & behaviour

•Have a more positive social media presence & manage negative comments

•Common issues & legislative requirements for those working in cemeteries

The Clerks Job description states:

To maintain a personnel membership to professional bodies and the Society of Local Council Clerks, to attend County meetings and relevant training sessions provided by the Society of Local Council Clerks and County Association of NALC, to attend the Annual Conference of the Society of Local Council Clerks.

**20/130 Correspondence received**

**Play Area Opening.**

**Resolved:** noted the below correspondence. A vote was taken, and it was agreed by all to re-open the play area, if parishioners stick by the Covid-19 regulations recommendations. It was agreed that the Clerk arrange the printing of signage to go up. Councillor Simon Wager to action the Risk Assessment prior to the opening. All approved

I am writing to ask if the Parish Council can re - open the children’s' playground which has been closed since September 2020. My grandchildren enjoy playing on the swings and climbing frame and as it is very rarely used by other families, it presents a very low risk of infection.

From next week, we will be in Tier 2 and all other playgrounds, including those in big towns and cities, are opening. Please let me know when it will be possible to use it again.

See below link to the Governments advice to Parish Councils on opening their play areas.

<https://www.gov.uk/government/publications/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms>

**Pre-Application Consultation - Installation of Telecommunications Equipment at BT Pole SSMAI-10-00, Grass Verge off High Street, Outside Maiden Bradley Village Hall, Maiden Bradley**

**Resolved:** noted the correspondence below:

Unfortunately, as the proposed cabinet is on private land and not Highways, Openreach are not in a position to proceed. There are no other viable locations within 12 metres of the telegraph pole, which is the product constraint, which would be suitable. Vicky Parsons | Town Planner Clarke Telecom.

Council noted that the Duke of Somersets Estate have informed BT Openreach that the Estate will donate the land for the cabinet.

**20/131 Meetings and Courses for Councillors to consider attending**

**Resolved:** noted that at the time of producing the Agenda there were no meetings to consider.

**Booklets, Brochures, and leaflets on the below list were received.**

Countryside Voices Autumn and Winter

Elan City

**A list of Emails received and sent to Councillors during September**

The Rural Bulletin - 10 November 2020

Landowners and Farmers Urged to Secure Barns and Outbuildings 10/11/2020 14:00:34 [348685]

NALC Coronavirus Update

Civic Voice webinars: Modern Methods of Meaningful Participation

Councillors Handbook for Census 2021 - Your support is needed

Healthwatch Wiltshire wins prestigious national award

Operation Sceptre: Open Letter from Supt Phil Staynings 12/11/2020 12:31:58 [349135]

Notification of Frome Town Council's Planning Committee Meeting

Notification of a meeting of Frome Town Council 18 November 2020

NALC Rebuilding Communities

Civic update - 13th November 2020

Latest news and events from Warminster Our Community Matters for 11/13/2020

Latest news and advice for residents on COVID-19 and more

NALC Chief Executive's Bulletin

Communities Prepared Wiltshire Winter Weather Webinars

Information for Wiltshire Parish Councils - Dorset & Wilts Fire and Rescue Authority, Wiltshire Local Performance & Scrutiny Committee

Civic Voice Survey: local experiences of design guides and codes....

The Rural Bulletin - 17 November 2020

Update on Rural Crime Activity 17/11/2020 13:24:43 [349978]

CSW November update

Frome Town Clerk's Update

Wessex Community Action Latest News, guidance updates, resources, and funding opportunities.

Civic Voice Join us at 13:45pm today: Modern methods of meaningful participation: Instagram

Spend Wisely When Shopping Online and Keep Your Money Safe 20/11/2020 13:47:16 [350608]

Wiltshire Flood & Winter Preparedness Event, 24th & 25th November for Flood Wardens and Community Emergency Volunteers

Wiltshire Council Update for Town and Parish Councils

NALC Chief Executive's Bulletin

Safe Online Christmas Shopping 20/11/2020 15:41:46 [350641]

Warminster COVID 19 Local Recovery Plan - Local Business

Wiltshire Council Latest news and advice for residents on COVID-19 and more

Cranborne Chase AONB Join our Community Stakeholder Group

Latest news and events from Warminster Our Community Matters for 11/20/2020

Warminster CATG meeting 12/11/20 Final Notes & Other news.

NALC Rebuilding Communities

Civic Voice webinars: What's on this week?

The Rural Bulletin - 24 November 2020

Live Fraud Q and A on Our Facebook Page Today from 4Pm to 5Pm 26/11/2020 11:32:42 [351690]

Frome Town Clerk's Update

Wiltshire Council Latest news and advice for residents on COVID-19

Surge in Online Shopping Fraud 27/11/2020 10:28:06 [351815]

The Tidy Britain APPG Help us Tackle Plastic Pollution - Contact your MP

Operation Elf Launches in West Wiltshire To Keep Communities Safe 27/11/2020 15:16:10 [352026]

NALC Chief Executive's Bulletin

Civic update - 27th November

NALC Online Events — #Rebuilding Communities

Latest news and events from Warminster Our Community Matters for 11/27/2020

**20/132 Parish Clerks Delegated Powers** LGA 1972 s101

**Resolved:** noted that at the time of producing the Agenda no items had been dealt with under the Clerks Delegated Powers.

**20/133 Notice of items to be taken into consideration at the next meeting in January**

**Resolved:** Precept Budget, Reserves & Contingencies.

Councillors noted that if they wished motions to be included on the next Agenda, they needed to be sent to the Clerk by the 4th January 2020 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.

**20/134 Items for Parish Newsletter & Notice Boards**

**Resolved:** Councillor Ray Kenzie to action a write up regarding logging Wessex Water outages, Councillor Simon Wager a report on the progress with the Wiltshire Council Community Action Traffic Group, Councillor Ian Ferguson to action a write up regarding the correspondence sent to the leader of Wiltshire Council and the correspondence being sent to Hanson’s re their consultation.

## **20/0135 Date of the next meeting**

**Resolved:** that **Tuesday 12th January 2020 at 7.00pm** is the date and time of the next meeting. All are welcome to attend**.**

**Meeting ended at** 6.57pm **Signed……………………………………….**

