

# Potterne Parish Council

To: **Members of the Council**

You are summoned to attend a **MEETING OF POTTERNE PARISH COUNCIL** at the Potterne Village Hall, on **Wednesday 3 July 2019 at 7.30pm**

**Press & Public are invited to attend.**

Liz Starling - Clerk to the Council. 29/05/2018

## **AGENDA**

### **1. Welcome and Apologies**

### **2. Declaration of Members' Interests**

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

### **3. Minutes of meeting held on 5 June 2019**

To resolve that the minutes of the meeting of the Council held on the 5 June 2019 be signed as a correct record.

### **Open Session**

There will be an open session for 10 minutes so that the public can place questions to the Council to be discussed at the next meeting if confirmed in writing.

### **4. Wiltshire Councillor's Report**

### **5. Parish Council Action Table Update**

### **6. Parish Council Documents:**

a) to review and approve the following existing policies:

- i. Freedom of Information Model Publication Scheme (including Guidance to Information Available)

b) to consider and approve the following new policies and procedures:

- i. Financial Regulations
- ii. Document Retention Policy
- iii. Complaints Procedure
- iv. Communications Policy

### **7. Community Asset Transfers:**

a) Grassed area behind school in Blackberry Lane – to agree to request the transfer of this land from Wiltshire Council

b) Area between school and grassed area including land Carers Nest is on – to discuss which, if any of this area is requested as an asset transfer

### **8. Potterne Conservation Area:**

To discuss and consider potential updates

### **9. Reports from representatives:**

1. Devizes Area Board – Next meeting Monday 15 July, 6.30pm in The Shambles, Devizes

2. Road Safety, Vehicle Parking and Public Transport (including report from CATG) –

a) To ratify traffic calming proposals prior to submission to Wiltshire Council

b) Blounts Court Crossing – to discuss whether we wish to reduce the bank and re-build a portion of the retaining wall uphill from the George & Dragon, fully costing the work and applying for extra funding.

c) To discuss whether the improvement and ongoing maintenance of footpath POTT21 Chilbury Lane would be worthwhile in addition to completing the work on the Blounts Court/George & Dragon crossing.

3. Leisure Facilities, Appearance and Environment [JC/AH]
  - a) To consider further quotes for fencing and gate across Ryeleaze Field and to agree the way forward
  - b) Ryeleaze Field
  - c) Blounts Court Field/Play Area

4. Residential Development: [RC/RH-G]
  - a) to consider the following applications:

19/03692/FUL	Tanglewood , Blounts Court, Potterne, SN10 5QF	Add bay window to rear ground floor bedroom. Replace picture window (rear) in lounge and replace with patio doors.
19/05555/TPO	59 Blounts Court, Potterne SN10 5QF	T1 - Holm Oak - Crown Reduce Limb to SE by up to 4 Metres and Remaining Canopy by up to 2.4 Metres, T2 - 3 Metre Crown Reduction to Beech Tree, T3 - 2 Metre Crown Reduction to Holly, T4 - Fell 1 Laurel, T5 Beech Reduce Limbs to South of Beech Tree by up to 2.5 Metres, T6 - Fell 1 Goat Willow, T7 - 2 Metre Reduction to Holly
19/05158/FUL	56 Blounts Court, Potterne, SN10 5QD	Proposed 'Granny' annexe within garden

- b) to note the following decisions:

19/03892/FUL	46 Highlands, Potterne SN10 5NS	Erection of detached double garage, resubmission following withdrawal of application 19/00809/FUL
Decision: Approved with conditions		

5. Community and Learning [NP/CC]
6. Footpaths and Cycle Ways [PA]
  - To update on the formation of a Footpath Working Group
7. Communications [JM]

## 10. Burial & Property Maintenance:

## 11. Correspondence:

## 12. Finance:

- a) To receive the Internal Auditor's report
- b) Agree accounts to be paid and transfer of sufficient funds to pay accounts:

<i>Payable to</i>		<i>Net</i>	<i>VAT</i>	<i>Gross</i>
Potterne Village Hall	Room Hire 5/6/19	18.00	0.00	18.00
Five Lanes Primary School	Donation toward Pencelli trip – Section 137 Payment	200.00	0.00	200.00
E M Starling/HMRC	Administration Costs including payment of £119.93 to Krystal Hosting Ltd for web hosting	656.79	19.99	676.78
<b>Total</b>		<b>894.78</b>	<b>0.00</b>	<b>894.78</b>
<i>Automatic payment taken 10/6/19):</i>				
Lloyds Bank	Bank charges	1.33	0.00	1.33

## 13. Items to be considered for the agenda for the next meeting:

## 14. Date of next meeting: Wednesday 7 August 2019