

# BROAD TOWN PARISH COUNCIL

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Interim Parish Clerk and RFO

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4 March 2018

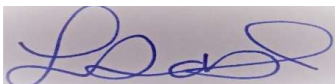
To: Councillor J E Jordan - Chairman  
Councillor S J Billis  
Councillor S G Hartley  
Councillor M A Holland  
Councillor B Joyce  
Councillor R Pearce  
Councillor C J Rendell

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12 paras 10 (2) (b) you are summoned to attend the Ordinary Meeting of the Parish Council. The meeting will be held **in the Village Hall on Monday 12<sup>th</sup> March 2018** commencing at **6.30pm**. (LGA 1972 sch.12 para 10(2)(a). A period of public participation will take place prior to the formal opening of the meeting. The Press and Public are welcome to attend this meeting.

**Please note** that prior to the meeting Councillors are invited to attend a meeting with Bidwells to discuss their strategy for the Brasenose College Lane at 5.30pm in the village hall.

Yours sincerely



Mrs L A Roberts  
Parish Clerk and RFO

## **BROAD TOWN PARISH COUNCIL**

### **Parish Council Meeting - Monday 12<sup>th</sup> March 2018**

#### **Public Participation**

#### **A G E N D A**

##### **1. Apologies**

To receive apologies for absence.

##### **2. Declarations of Interest**

In accordance with the Parish Council's Code of Conduct, all Members are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registerable interests.

##### **3. Minutes**

To confirm as a true record the minutes of the Parish Council Meeting held on Monday 12 February 2018.

##### **4. Dispensations – Community Fund Applications**

The Parish Clerk having received completed Dispensation Forms will formerly approve the requests to enable members to take part in and vote on the Community Fund application for replacement goals at Redhills Recreation Area.

The granting of these dispensations falls into the following categories:

- Without the dispensation, the number of members prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of business
- Granting the dispensation is in the interest of persons living in the Council's area

##### **5. Finance**

###### **5.1 Bank Balances:**

Treasurers Account	£1818.74
Business Bank Instant	£ 6797.27
Community Fund	£12,588.24 (This includes a recent receipt of £5336.43)

## **5.2 Reserves**

Members are requested to approve by resolution the amount held in reserve of approximately £5000 at the year end.

## **5.3 Invoice for Grass Cutting A W Services**

Members are to approve the final payment of £520.00 for this financial year in relation to the grass cutting contract with AW Services. Remittance advice along with invoice and prepared cheque will be brought to the meeting for signature following approval.

## **5.3 Redhills Play Area Signage**

Quote attached for £96.00 plus VAT. Members are requested to approve the expenditure from reserves to cover the cost of the signs.

## **5.4 Progress Report Speed Indicator Devices**

Report from Councillor Billis report following the meeting attended by himself and Councillor Sandra Hartley with David Thomas of Wiltshire Council. Members are requested to note the report and agree the next steps.

## **6. Planning**

### **6.1 Brasenose College Land**

For discussion and to agree next steps following the meeting with Bidewells at 5.30pm on 12 March 2018. Plan and Memorandum from Bidewells circulated with agenda.

### **6.2 Planning Applications Received**

**Application Ref:** 18/0715/FUL, Application for full planning.

Proposal: Single Storey rear extension and double garage

At: Artists Studio, Broad Town Road, Broad Town. SN4 7RG

Comments to be received by 26 March 2018.

## **7. Broad Town Community Event – Sparkle for Markle (Royal Wedding Celebration Group)**

The Royal Wedding Celebration Group have requested the use of the Parish Council Playing Field to hold the family picnic, with the aim of bringing a focus on the new play equipment and to hold an "Opening Ceremony".

Members are requested to consider the request and formally resolve to grant permission to the group. Please note that the group has made an application to the Community Fund for funding towards the event. To be decided at Agenda Item **8.1**

## **8. Community Fund Applications Received**

Members will need to assess the applications and decide at the meeting whether to award the grant in accordance with the grant funding criteria.

### **8.1 Royal Wedding Celebration Group**

Application received for a grant of £678.00. Application and supporting Financial details circulated with agenda.

### **8.2 Replacement Goal Posts – Recreation Field, Redhills Play Area**

Application received for a grant of £1953.00. Application and supporting financial details circulated with agenda. This application has been sponsored by Councillors Billis and Joyce.

### **8.3 Broad Town Village Hall – Refurbishment of Kitchen and Toilets**

Application received for a grant of £5000. Application attached with supporting papers and financial details circulated with agenda.

## **9. Footpath Working Group**

Report for consideration by the council and to agree next steps.

## **10. Corporate Governance**

### **10.1 Appointment of Internal Auditor**

Members need to agree by resolution the appointment of Auditing Solutions as the council's Internal Auditor for 2018/2019.

### **10.2 Governance Statement - attached**

For approval by resolution of the Council and signature by the Chairman.

### **10.3. Risk Management - Financial and General Risk Management Assessment attached.**

Members are requested to approve and adopt by resolution the Financial and General Risk Management Assessment.

### **10.4 Transparency**

Members are requested to formally adopt the Transparency Code for smaller authorities – attached.

**10.5 Publication Scheme**

A model publication scheme is requirement to ensure compliance with the Transparency code. A scheme is attached for discussion and approval by resolution of the Council.

**10.6 Draft Standing Orders - attached**

For adoption and approval by resolution of the Council.

**10.7 Draft Financial Regulations - attached**

For adoption and approval by resolution of the Council.

**10.8 Fixed Asset Register – To Follow**

For review and approval by the Council.

**11. Parking on Broad Town Road**

Members to discuss the issue which has recently arisen and agree a course of action if applicable.

**12. Exchange of Information**

**please note no decisions can be made on these items anything raised for a decision will be included as an agenda item at the next Parish Council meeting.**

**13. To agree a date for the Annual Parish Meeting.**

**Next Meeting Monday 9 April 2018, 6.30pm in the Village Hall**

