

Calne Without Parish Council

To Councillors ,Rees, Robbins, Barnes, Campbell Rogers, Crane, Deedigan, Fossa, Hislop, Kronig, Marshall, MacInnes, Price and Songhurst

You are hereby summoned to attend a meeting of Calne Without Parish Council, at Lansdowne Hall, Petty Lane, Derry Hill on Monday 13th September 2021 at 7.30pm



Katherine Checchia
Clerk to the Council 6th September 2021

Covid-19 Arrangements for Attendance

The Council's priority is the safety of the public, Councillors and staff that attend this meeting therefore that capacity for the number of members of the public will be significantly reduced. At this meeting no more than 20 members of the public will be able to attend the meeting in person. Priority will be given to those that wish to speak they must contact the Clerk before 12noon on Friday 10th September 2021 to register. Please consider whether you would prefer to send comments to Councillors or ask a question in writing instead of attending the meeting. Members of the public are asked to contact the Clerk before the meeting if they wish to attend to check capacity so as not to have a wasted journey.

clerk@calnewwithout-pc.gov.uk

If attending, please wear a mask and use the hand sanitiser provided on entry. Please do not move the seats provided. Please wear warm clothing as the doors and windows will be open to increase ventilation. Please do not congregate in the car park or communal spaces within the hall. Public please do not arrive at the hall before 7.20pm and please do not linger in the communal areas. There will not be paper copies of the agenda available, please bring your own or download the documents from the Council website.

The Risk Assessments for the Lansdowne Hall and the Parish Council meeting are available on their respective websites.

Agenda

1 Apologies

To receive apologies.

2 Public participation/ Correspondence

2.1 Public participation

Opportunity for members of the public to address the Committee.

2.2 Correspondence

For the Clerk to report any correspondence not circulated.

3. Declarations of Interest

Declarations from Councillors of any disclosable pecuniary interest (Standing Orders 13b) or other interest (Standing Orders 13c) in respect of matters being considered by the Council.

4. Chairman Announcements

5. Minutes

Recommendation: That the Committee approve the Minutes of the following meetings held on;

5th July 2021

12th July 2021

22nd July 2021

as a true and fair reflection of the motions agreed by the Committee and the discussions that took place and that these be signed by the Chairman as such.

6. Response to Previous Actions – Clerk

There were no outstanding actions noted in the previous month's minutes.

7. Accounts

7.1 Payments

Recommendation that the following payments be approved:

SLCC Enterprises Ltd	Payment of locum for training & mentoring for July.	£135.00
AA Signs	Road Closure Signs for Remembrance Sunday	£632.40
G Fowler	Notice board maintenance	£340.00

To note the following payments made:

Katherine Checchia	Salary June & July 2021 plus 12 hours of overtime for June & July	£801.42
SLCC	SLCC Training Manuals	£174.90
SLCC	Membership 2021/22	£208.00
Katherine Checchia (Sainsburys)	Expenses for purchase of anti-bacteriological sprays & wipes for public meetings	£9.00
Idverde	Bin emptying 01/07/2021 - 31/07/2021	£108.00
Jim Cook (Barn2 Media Ltd)	Reimbursement of annual plug-in licence for document library	£94.80
Clearwater	2 hours of marketing support & Q2 website maintenance	£240.00
PKF Littlejohn	External audit fees for AGAR Return	£240.00
The Villages Magazine	Subscription for monthly full page column	£200.00
Katherine Checchia	Salary August 2021 plus 6.75 hours of overtime for August.	£581.91
Idverde	Bin emptying 01/08/2021 - 31/08/2021	£108.00

7.2 Balance and Expenditure

To consider and approve the balance and expenditure for the period ending 31st August 2021 Report circulated.

Recommendation: That the Council approves the balance and expenditure for the period ending 31st August 2021.

8. Planning – Cllrs

8.1 To consider the planning applications currently out for consultation. List Circulated.

8.2 Consider if the Council would like to send Representative if the Forest Gate Planning Application is sent to planning committee

9. Standing Orders, Financial Regulations, Code Of Conduct and Risk Schedule

Documents circulated for review

Recommendation 1: To consider and approve the following documents as drafted:

1. Standing Orders
2. Financial Regulations
3. Code of Conduct
4. Risk Schedule

Recommendation 2: To refer the Risk Schedule back to the Finance Committee for consideration of items relating to banking and management of other items with financial implications.

10. Membership of working groups and meeting representative

To consider the membership of the working groups. List Circulated

11. Training Policy

To consider the proposed new training policy that has been circulated.

Recommendation; to consider and approve the new training policy,

12. To consider the following recommendations for approval from the Calne Community Neighbourhood Steering Group

Email Circulated

12.1 That as Qualifying Body the review of the Neighbourhood Plan continue and approval given to the Steering Group to move forward and provide regular updates.
12.2 That Place Studio be employed for Phase 2 of the review of the Neighbourhood Plan.
12.3 An application to Locality for grant funding of the works in phase 2 £5170 plus the £400 for the CSE workshop in the financial year 21/22 (part of the £10,000 general

funding available to the group, a further £8,000 funding available if are introducing design codes) to be held by the Town Council
12.4 Approval for applications for the following free technical support packages for the production of local design codes. housing needs assessment
12.5 That Calne Without Parish Council make available the £2,000 allocated 21/22 budget and put forward a budget of £2,000 per annum for each of the next 3 years.
12.6 That Calne Town Council confirm a budget of £8,000 for the remainder of the financial year and for each of the next three years.
12.7 To consider how the group will receive administrative support

13. Bart Report

Report circulated.

Recommendation, Councillors to consider support for the next step of the project

14. Request to provide Rubbish bin for Layby on A4

To Consider the proposal to purchase a rubbish bin for the layby that shares the boundary with Cherill Parish Council on the A4.

15. Request for Dog Waste Bin for Norley Lane,

Email circulated,

Recommendation; that the Council Considers the request for a Dog Waste Bin to be located on Norley Lane.

16. Request for Council to buy Lateral Flow Test recycling boxes,

Email Circulated

Recommendation; that the Council consider the request for LFT test recycling bins to be purchased.

17. Other Matters

For Councillors to raise issues not requiring a decision.