

Calne Without Parish Council

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

You are hereby summoned to attend a meeting of Calne Without Parish Council, at
Lansdowne Hall, Petty Lane, Derry Hill on Monday 11th October 2021 at 7.30pm



Katherine Checchia
Clerk to the Council 4th October 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 8th October 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 meeting held on 13th September 2021 as a true and fair reflection of the motions agreed by the Committee and the discussion that took place and that these be signed by the Chairman as such.

6. Response to Previous Actions – Clerk

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

7. Accounts

7.1 Payments

Recommendation that the following payments be approved:

Wiltshire Association of Local Councils	Councillor training 14th September 2021	£240.00
HMRC	NIC and Income Tax Q2 Jul-Sep 2021	£578.02
Katherine Checchia (Amazon)	Expenses for purchase of printer paper and envelopes	£26.00

In addition, it is recommended that the following additional payments be approved, as mandated by the motion on Climate Emergency, passed at the Council Meeting of 12th April 2021:

CPRE Wiltshire	Annual Membership	£36.00
Wiltshire Climate Alliance	Donation	£50.00
Sustainable Calne	Donation	£50.00
Wiltshire Wildlife Trust	Annual Membership	£36.00
Wiltshire & Swindon Ramblers	Annual Membership	£36.60
Friends of the Earth North Wiltshire	Donation	£50.00

To note the following payments made:

Oakford IS	SSL Certificate 11Sep21 to 10Sep22	£60.00
Katherine Checchia	Salary September 2021 plus 9.5 hours of overtime across August/September	£607.22
Simon Day & Co	Payroll Services 01Jul21 - 30Sep21	£36.00
Idverde	Bin emptying 01/09/2021 - 30/09/2021	£135.00

7.2 Balance and Expenditure

To consider and approve the balance and expenditure for the period ending 30th September 2021 Report circulated.

Recommendation: That the Council approves the balance and expenditure for the period ending 30th September 2021.

8. Upgrade to IT provision

8.1 To consider upgrading for all users an upgrade to the first tier of the Microsoft Business licencing (Microsoft 365 Business Basic). To ensure all users have access to the whole suite of Ms Office features. The increase will take a license cost from £34.92 ex vat to £45.60.

Recommendation; that the Council approve the upgrade to the Microsoft Licenses

8.2 To consider the quote from Oakford to provide a training session on MS365 to ensure the councillors are utilising the suite to it's full potential

Recommendation that the council approves the £150 quote for a training session.

9. Finance Committee Report

To consider the action points below from the Finance Committee meeting of 4th October 2021.

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| <p>1. That the Council approves the following schedule for developing and approving the Council Budget for 2021/22:</p> <ul style="list-style-type: none">a. Following further development, the Finance Committee will meet to review and approve a Draft Budget for presentation to the Council.b. The Draft Budget will be presented to the Council for consideration at the Full Council Meeting on 8th November.c. Following further revision, the final Budget for 2021/22 will be presented for approval to the Full Council Meeting on 13th December.d. Following approval of Council, the Budget will be submitted to Wiltshire Council for the calculation of the Precept. |
| <p>2. That the Council approves the following principles that will be used to develop the Operational Element of the Budget, to be funded from Precept:</p> <ul style="list-style-type: none">a. Target will be to set a budget requiring zero increase in Precept.b. Ensure that all provisions can be substantiated and no unsupportable contingency is applied for.c. The budget will be able to demonstrate value-for-money.d. Expenditure to be funded through CIL reserves, if permissible, in preference to Precept. |
| <p>3. That the Council approves the need to develop a Strategic Plan, aligned to the Neighbourhood Plan planning horizon, and a detailed Four Year Plan for capital schemes, to ensure that the CIL Reserves (currently at £230k) are utilised to best effect, and</p> |

<p>resolves to establish a Strategic Planning Committee to develop this Plan, based on the principles that the Four-Year Plan should:</p> <ol style="list-style-type: none"> Be informed by public consultation. Provide real and lasting benefit to residents. Provide a line of sight between the source of the CIL funding and the infrastructure provided, either by benefiting the communities impacted, or by mitigating the impacts caused by the development.
<p>4. That the Council notes that the Finance Committee has reviewed the Finance Committee Terms of Reference, Risk Register and Financial Regulations and will be tabling revised versions at the November Council Meeting.</p>
<p>5. That the Council notes that the Finance Committee has been in breach of its Terms of Reference by not meeting in the previous quarter. This has been due to prioritisation on maintaining organisation continuity.</p>

10. Election of new Member onto the Finance Committee

Nominations to be elected onto the Finance committee

Action; The council select and appoint a new member to the finance committee

11. Planning –Cllrs

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

12. Climate Emergency Working Group – Terms of Reference

To consider the terms of reference of the Climate Emergency working group

Recommendation that the council review and approve the Terms of Reference

13. Draft Response to the Wiltshire Councils Climate Strategy Public Consultation

To review the response drafted by the Climate Emergency working group.

Recommendation that the council agree the response to be submitted to the consultation.

14. Standing Orders and Code Of Conduct

Documents circulated for review

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

1. Standing Orders
2. Code of Conduct

15. Request for Speed surveys

To review the requests for speed surveys in three locations.

Sandy Lane,

Stockley

A4 Calstone via Theobalds Green

Recommendation that the council agree to request for speed surveys being submitted in the three locations.

16. Grant Request from Heartbeat

Request circulated.

Recommendation to Consider and approve the request for grant assistance

17. Middle Ward Co-Option

To provide an update on the Co-option of the two vacant seats on Middle Ward.

18. Community Governance Review – For info

To provide a short update on the current position of the review.

19. Update on Eco Fest

20. Update on BART project

21. Other Matters

For Councillors to raise issues not requiring a decision.