

Calne Without Parish Council

To Councillors ,Rees, Robbins, Hislop, Songhurst, Barnes, 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 8th November 2021 at 7.30pm



Katherine Checchia
Clerk to the Council 2nd November 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 5th November 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. Co-option of Tom Baker to Middle Ward

Recommendation; That the Committee consider the Co-option of Tom Baker to one of the Vacant Seats in the Middle ward.

5. Chairman Announcements

6. Minutes

Recommendation: That the Committee approve the Minutes of the meeting held on 11th October 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.

7. Response to Previous Actions – Clerk

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

8. Accounts

7.1 Payments

Recommendation that the following payments be approved:

RoSPA Play Safety	Annual Inspection of Petty Acre Goal Posts	£82.20
The Lansdowne Hall	Hall Hire for 13/09/21, 04/10/21, 25/10/21 & 27/10/21	£140.46
David Stiles	Maintenance of Derry Hill War Memorial	£31.75

To note the following payments made:

SLCC Enterprises Ltd	Qualification Fee: Katherine Checchia (GDPR eLearning)	£36.00
Idverde	Bin emptying 01/10/2021 - 31/10/2021	£108.00
Katherine Checchia	Salary October 2021 incl 9.75 hours of overtime.	£609.70
Wiltshire Association of Local Councils	Planning Briefing for Local Councils 17th November x 2 tickets	£60.00
Wiltshire Association of Local Councils	Planning Briefing for Local Councils 17th November x 2 tickets	£60.00

8.2 Balance and Expenditure

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

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

8.3 Neighbourhood Plan - Parish online mapping

The consultants for the Neighbourhood plan would like to use Parish Online for the consultation material.

To consider the approval of Council to sign up to use 'Parish Online' mapping system. £144 plus vat.

Recommendation that approval given to purchase access to Parish Online.

9. Planning – Cllrs

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

10. Road safety feasibility group stage one report

Presentation of the Stage one Report by Richard Fitter of Entrans

Recommendation; That the Council Approve the sites to be taken forward to stage two.

11. Establishment of a Highways, Transport & Road Safety Working Group

At the September Meeting of the Parish Council, councillors were elected onto the Road Safety Feasibility Group. It was also agreed that this Group would also take-over the work previously undertaken by the Planters Working Group. However, the Road Safety Feasibility Group had only been established as a small group to manage the Road Safety Feasibility Study Contract; it had never been properly constituted as a working group and is not therefore able to meet to discuss other issues.

It is therefore proposed to establish a Highways, Transport & Road Safety Working Group, comprising of 7 councillors, to address all aspects relating to road safety, speed reduction, highways, parking and public transport matters. This Working Group would replace the Road Safety Feasibility Group.

Recommendation: that the Council approves the creation of a Highways, Transport & Road Safety Working Group, to replace the Road Safety Feasibility Group.

12. Budget Proposals from Finance Committee

The Finance Committee have prepared a draft budget proposals based on the principles agreed in 11th October 2021 Council meeting. Draft documents circulated for review.

Recommendation; The Council is requested to consider the Draft Budget for 2022/23 presented above and to identify any changes that it would like to see incorporated in the Final Budget, to be presented for formal approval at the Parish Council Meeting of 13th December 2021.

13. Review and Agreement finalised documents

The following revised documents are circulated for review;

- Terms of reference
- Risk Register
- Financial Regulations

Recommendation that the Full Council review and agree the circulated documents following the amendments made by the finance committee

14. Engagement and Participation working group Terms of Reference

To consider the terms of reference of the Engagement and Participation working group

Recommendation that the council review and approve the Terms of Reference

15. Facebook page

The Engagement and Participation working group propose the Council create and use a Facebook page to help promote the work of the Council and increase engagement.

A draft Social media Policy has been circulated for Review.

Recommendation that the Council approve the Social media policy and approve use of Facebook as a communication method.

16. Delegations scheme for use in an emergency.

Councillors to give consideration to approving a scheme of delegation for emergency use.

Recommendation; Should the Parish Council be unable to form a quorum due to Councillors unable to attend physical meetings because of Covid infection or self-isolating (proven by a positive test) or unable to attend a public meeting due to vulnerability to the Covid virus then the Council agrees that in the interest of ensuring the Council meets its responsibilities powers shall be delegated to the Clerk. The scheme of delegation and reporting to be as laid out in the attached document.

17. Queens jubilee

Councillors to discuss if the Parish Council wishes to mark the Queens Jubilee in June 2022.

18. Report into upgrade of CALW65 footpath/ cycleway

To consider and discuss the attached report

19. Other Matters

For Councillors to raise issues not requiring a decision.