

# STEEPLE ASHTON PARISH COUNCIL

**Parish Office:** 2 St Mary's School, High Street, Steeple Ashton, Trowbridge, Wiltshire, BA14 6EU

**Clerk:** Nicola Duke, April Rise, 81 Studland Park, Westbury, Wiltshire, BA13 3HN 01373 864127

**To: All Members of Steeple Ashton Parish Council**

You are hereby summoned to attend a virtual (Zoom) meeting of the Full Parish Council to be held on **Monday 1<sup>st</sup> March 2021** commencing at 7.00 pm for the transaction of the business shown on the agenda below.



Nicola J Duke - Parish Clerk

26<sup>th</sup> February 2021

Join this meeting via the below link:

<https://us02web.zoom.us/j/86078544461>

Meeting ID: 860 7854 4461

The Chair of the Parish Council will invite members of the public to present their questions, comments and petitions submitted under the Council's Public Participation Procedure at the start of the meeting. *Please note that the Clerk will record the names of those wishing to address the Council together with the subject matter prior to the start of the meeting and each speaker will be permitted 3 minutes in which to address members.*

*To facilitate the smooth running of this virtual meeting, it would be appreciated if members of the public wishing to speak could (a) so inform the Clerk by 12 noon on Monday 1<sup>st</sup> March 2021; and (b) e-mail the Clerk with any questions which they propose to ask by 12 noon on Monday 1<sup>st</sup> March 2021.*

	<b>AGENDA ITEM</b>
<b>20.081</b>	<b>Apologies for Absence and to consider the reasons given</b> Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given. LGA 1972 s85(1).
<b>20.082</b>	<b>Declarations of Interest and Dispensations to Participate</b> a) To receive declarations of interest in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and the Localism Act 2011 in respect of members. b) To receive any dispensation requests received by the Parish Clerk and not previously considered.

20.083	<p><b>Minutes of Council Meetings</b> To confirm and sign as a correct record the minutes of meetings of the Parish Council held on <b>Monday 1<sup>st</sup> February 2021</b> and <b>Monday 15<sup>th</sup> February 2021</b> (attached).</p>
20.084	<p><b>Wiltshire Council Report</b> To receive a report from Wiltshire Councillor Seed to agree any actions required by SAPC in relation to his report and updates.</p>
20.085	<p><b>CPT Report</b> To receive a report from PCSO Janet Gould, or the Clerk in her absence.</p>
20.086	<p><b>Planning Applications</b> To consider the below listed applications (information from Cllr Leonard attached):</p> <p><b>21/01450/PNCOU</b> - Elmsgate Barn South View Farm Southbrook Lane Steeple Ashton Trowbridge Wiltshire BA14 6HW -Notification for Prior Approval of Change of Use under Class Q - Demolition of Part of Agricultural Building and Change of Use the Remainder to Form a Single Dwelling and Associated Building Operations.</p> <p><b>21/01373/TCA</b> - 35 High Street Steeple Ashton BA14 6EU - Silver Birch tree - overall reduction of 30%.</p> <p><b>21/00920/VAR</b> - Larks Leaze Steeple Ashton Kennels and Cattery Edington Road Steeple Ashton BA14 6HP - Removal of Condition 1 of W/75/0578.</p> <p><b>21/01043/FUL</b> - Witheywood Farm Ashton Common Steeple Ashton Trowbridge Wiltshire BA14 6DU - Use of site &amp; existing building for fabrication of structural elements for farm and other buildings together with storage &amp; repair of skips &amp; storage of scaffolding. Erection of a building and security fencing (existing), and landscaping of site.</p> <p><b>21/00387/FUL</b> - Brookfields, Edington Road, Steeple Ashton, BA14 6HP - Proposed storage barn for feed, bedding and agricultural equipment storage</p> <p><b>Draft Southwick Neighbourhood Development Plan 2018 - 2036 Regulation 16 Consultation</b> – to consider the PC response, if any, to the consultation (information attached)</p> <p>To receive and consider planning applications received after the issue of the agenda (<i>where the response time falls outside of the meeting schedule</i>).</p>
20.087	<p><b>Planning decisions, appeals, enforcements and other matters</b></p> <p><b>20/09468/FUL</b> - 11 Newleaze Steeple Ashton Wilts BA14 6EF - New External Staircase &amp; Door to First Floor - <b>Decision:</b> Approve with Conditions</p> <p><b>21/00307/TCA</b> - Old Cobblers 20-22 High Street Steeple Ashton BA14 6EL - Flowering Cherry tree – fell - <b>Decision:</b> No Objection</p>
20.088	<p><b>Speed Indicator Device</b> To receive a report and consider a proposal from the SID Working Group (report attached).</p>

<b>20.089</b>	<p><b>Parish Council Accounts Year Ending 31<sup>st</sup> March 2021</b> (report attached)</p> <p>To address administrative tasks relating to the preparation and submission of the accounts year ending 31<sup>st</sup> March 2021 including:</p> <ul style="list-style-type: none"> <li>a) Appointment of the Internal Auditor</li> <li>b) Confirmation of scope of Internal Audit</li> </ul>
<b>20.090</b>	<p><b>Governance Reviews Year Ending 31<sup>st</sup> March 2021</b> (documents attached)</p> <p>To carry out reviews of governance documents for year ending 31<sup>st</sup> March 2021 including:</p> <ul style="list-style-type: none"> <li>a) Review of the Risk Registers</li> <li>b) Review of the Fixed Asset Register</li> <li>c) To agree a schedule for the review of Standing Orders and Financial Regulations</li> </ul>
<b>20.091</b>	<p><b>Financial Reports</b></p> <ul style="list-style-type: none"> <li>a) To receive a schedule of payments and receipts January 2021</li> <li>b) To receive the bank reconciliation as at 31<sup>st</sup> January 2021</li> <li>c) To receive the budget report as at 31<sup>st</sup> January 2021</li> <li>d) To note the overall Financial Position as at 31<sup>st</sup> January 2021</li> </ul>
<b>20.092</b>	<p><b>Wiltshire Council Local Plan Consultation</b></p> <p>To consider and agree the PC's response to the current consultation on the Local Plan for Wiltshire (February minutes refer)</p>
<b>20.093</b>	<p><b>Parish Grounds Maintenance Contract 2021/22</b></p> <p>To review and agree the contract for parish grounds maintenance 2021/22 (report attached).</p>
<b>20.094</b>	<p><b>SAVE Climate Emergency Working Group</b></p> <ul style="list-style-type: none"> <li>a) To receive and consider the draft Terms of Reference (attached)</li> <li>b) To receive a report from Cllr Leonard on the initial group meeting held on Monday 22<sup>nd</sup> February 2021</li> </ul>
<b>20.095</b>	<p><b>Councillor Reports</b></p> <p>To receive and reports and update from members (for information only)</p>
<b>20.096</b>	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>a) CPRE re: Best Kept Village Competition 2021 (attached)</li> <li>b) Keevil Airfield re: Temporary Danger Area Stakeholder Engagement (attached)</li> </ul>
<b>20.097</b>	<p><b>Date of next meeting</b></p> <ul style="list-style-type: none"> <li>a) April meeting date to be set as scheduled date falls on Easter Monday.</li> <li>b) Parish Clerk to update members on advice relating to in person meetings.</li> </ul>