

BURCOMBE PARISH COUNCIL

Parish Clerk: Clare Churchill.

Telephone 07547 933 119

www.burcombepc@btinternet.com

30th August 2022

Cllrs Bramwell, Combes, Elkins, Hankey and Mayhew.

You are hereby summoned to a Meeting of Burcombe Parish Council to be held on Monday 5th September 2022 at Burcombe Village Hall at 6.30pm

In accordance with the Local Government Act 1972 sch 12 paras 10 and 26.

If you are unable to attend please inform the Clerk as soon as possible,

Regards

Clare Churchill

Clerk to Burcombe Parish Council

Burcombe Parish Council Clerk: Clare Churchill
Tel: 07547 933 119 burcombepc@btinternet.com

Mrs C Churchill, Parish Clerk

Agenda for a Meeting of Burcombe Without Parish Council to be held on Monday 5th September 2022 at Burcombe village hall at 6.30pm

Members of the Public are welcome to attend and are invited to speak if they so wish. If a member of the public wishes to speak, please could they advise the clerk of this intention on arrival?

The running order of the Agenda is at the discretion of the Chairman and may not always follow the sequence as listed. In order to ensure being present during the consideration of an Agenda item (wherever it may appear on the list of items to be considered), Councillors and members of the public are advised to be present at the meeting from the time given above.

A short period of time will be set aside prior to the start of the meeting for questions or statements from members of the public on any matter concerning the village.

To receive a report from Wiltshire Cllr Nabil Najjar

AGENDA

0476 To Elect a Chairman. Following the resignation of Mr Hankey, Burcombe Without PC must Elect a new Chairman for the remainder of the municipal year.

0477. Signing the Declaration of Acceptance of Office.

The newly elected Chairman to sign the Declaration.

0478. Apologies for absence

- (i) To consider whether to approve the reasons given.
 - (ii) To note the vacancy created following the resignation of Mr Hankey.
- Local Government Act 1972 s85(1)*

0479. Council meeting minutes - to confirm and sign the minutes of the parish council meeting held on 9th May 2022.

Local Government Act 1972 sch 12, para 41(1)

0480. Council meeting minutes - to confirm and sign the minutes of the extraordinary parish council meeting held on 27th June 2022.

Local Government Act 1972 sch 12, para 41(1)

0481. Interests.

- (i) Cllrs to declare any Disclosable Pecuniary Interests related to any matters to be considered in this agenda that do not appear in the Cllr's register of interests.
- (ii) In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.

Cllrs are reminded that it is their responsibility to ensure their register of interests on the WC website is kept up to date.

Localism Act 2011. S 33.

0482. Exclusion of the press and public. To agree any items to be dealt with after the public, including the press, have been excluded under.

Public Bodies (Admissions to Meetings) Act 1960

0483. Positive Conduct = Positive Democracy

- (i) Wiltshire Council is asking Councils to sign up to its positive Conduct Charter. Please follow this link and watch the video and read the toolkit.

[Video](#)

Mrs C Churchill, Parish Clerk

Toolkit

To resolve that all Cllrs and Staff should sign the Charter.

0484. Civility and Respect Pledge

Similar to the item above is the Civility and Respect Pledge

Please follow the following link

[Civility and Respect Pledge](#)

To resolve that Burcombe Without PC will take the Pledge and publish the following statement on its website. We treat everyone with courtesy and respect and ask for the same in return. We ask that you treat your councillors and council staff courteously without violence, abuse, or harassment.

Councillors and council staff have the right to carry out their civic duties and work without fear of being attacked or abused. Any behaviour whether that be verbal, physical or in writing, which causes either councillors or council staff to feel uncomfortable, embarrassed, or threatened, is totally unacceptable.

The zero-tolerance policy includes abuse, aggression or threats made in person, over the telephone or in written communication, including on social media. The council considers threatening behaviour to be:

Attempted or actual aggressive, or physical actions made towards any councillor or member of staff.

The use of aggressive, or abusive language, (including raising of the voice, swearing, shouting or in writing) which threatens or intimidates councillors or council staff".

This policy applies throughout all Council Meetings, but it also applies to any Councillor or Council Staff away from Council Meetings

[Statement for the website](#)

0485. Year ending 31st March 2023.

- (i) To note the bank reconciliation
- (ii) To note payments made since the last meeting.
- (iii) To review and approve terms of expenditure requiring payment.
- (iv) To consider a grant from Burcombe Village Hall Management Committee
- (v) To confirm the existing bank signatories and agree new signatories as required.
- (vi) External Audit 2023 – 2027, opt out opportunity. Burcombe Without PC has been given the opportunity to opt out of the SAAA central external auditor arrangements and must respond before 28th October if it wishes to opt out.
If it wishes to continue with the appointed auditor, nothing is required.

0486. Best Kept Village Competition.

To consider whether Burcombe wishes to enter this annual competition and to agree any projects to complete before entering.

0487. Maintenance of Parish Council assets.

- (i) **Red Telephone Kiosk** – this has been painted and the invoice presented for payment.
- (ii) **Burcombe village PC notice board**
- (iii) **Ugford notice board.**

0488. PLANNING. To consider how to respond to Wiltshire Council on any planning applications made after the publication of this agenda.

0489. Highway matters

- (i) To note any matters that need to be reported to Highways.
- (ii) To note matters previously reported to Highways

0490. To receive updates on the following

- (i) Community Orchard
To approve the wording for a sign.
- (ii) Emergency Plan.
To consider the template from WC.

Mrs C Churchill, Parish Clerk

- (iii) Welcome Packs
- (iv) Rights of Way
- (v) Burcombe Churchyard

The Clerk met a gentleman from the Commonwealth War Graves Commission who had been informed that Burcombe Churchyard was now in private ownership and any visits to check the CWG required the owner's permission.

0491. Update of Actions from the meeting dated 9th May 2022.

1. (0459) A celebration was held for the Platinum Jubilee, organised by the Village Hall Management Committee.
2. (0461) Information regarding the bank mandate was given to Cllr Hankey.
3. (0462) PC meeting dates were emailed to the VHMC.

0492. Update of Actions from the meeting dated 27th June 2022.

The Certificate of Exemption was sent to the External Auditor, notification that data was logged received on 27th July.

0493. Correspondence / Clerk's report.

Community Safety Group meets on 31st August at 1.30pm
Local Highways Footpath Improvement Group meet on 31st August at 2pm
Operational Flood Working Group met on 24th August
SWWAB meets on 14th September at 6.30pm
Fraud safety webinar at 7pm on 8th September (online)
EV charging points webinar at 5.30pm on 15th September (online).
Clerk attending a branch meeting of SLCC on 16th September

0494. To note items for the agenda and to confirm the date of the next meeting of the Parish Council as Monday 5th December 2022.