



Wickwar
Parish Council

Wickwar Parish Council
c/o 22 Inglestone Road
Wickwar
Wotton-under-edge
Gloucestershire
GL12 8NH

Clerk: Rachel Davis
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clerk@wickwarparishcouncil.gov.uk

AGENDA

All Councillors are hereby summoned to attend a meeting of Wickwar Parish Council to be held

at: 7.00pm
on: Wednesday 7th July
at: OUTDOORS - Garden of Elmcroft, Frith Lane, Hall End, Wickwar GL12 8PD

Signed Clerk to the Council:

Dated: 1st July 2021

IN ORDER TO MINIMISE THE RISK OF COVID 19 TRANSMISSION, PLEASE NOTE THAT THIS MEETING WILL TAKE PLACE OUTDOORS AT THE ABOVE VENUE. A MAP IS PROVIDED AT THE END OF THIS AGENDA.

Please could members of the public submit any questions or comments that they wish to address to the Council during Public time, to the Clerk at least 24 hours before the start of the meeting (by email or text). The Clerk can provide detailed directions.

Public time (Duration 20 minutes maximum)

1. To RECEIVE apologies for absence.
2. To NOTE and RECORD Declarations of Interests relevant to this meeting.

Members are reminded to declare any interest on any item on this Agenda at this point or at any point during the meeting in accordance with Wickwar Parish Council's Code of Conduct.

3. To AGREE whether the minutes from the ordinary meetings held on 5th May 2021 and 24th June 2021 should be signed as an accurate record of the meeting (circulated)
4. To determine which items, if any, of the Agenda should be taken with the public excluded.

Planning

5. Planning - For the Council to NOTE the following planning decisions

5.1 P21/03032/F 9 Amberley Way Wickwar South Gloucestershire GL12 8LW: Erection of a two storey side extension to form additional living accommodation. **Approve with Conditions.**

5.2 P21/02551/F The Gables 60 High Street Wickwar South Gloucestershire GL12 8NP: Erection of rear single storey open sided wooden veranda. **Approve with Conditions.**

6. Planning – For the Council to NOTE the following comments on planning applications submitted by the Clerk with delegated authority.

6.1 P21/04031/F 22 High Street Wickwar South Gloucestershire GL12 8NG: Erection of a detached garage. **Neutral.**

7. Planning – For the Council to REVIEW and COMMENT on planning applications received before the meeting.

7.1 P21/04327/NMA 48 Inglestone Road Wickwar South Gloucestershire GL12 8NH: Non Material Amendment attached to planning permission P20/18145/F to replace external skin with aggregate blocks and render

7.2 P21/04672/F Land at Pincots Farm Pincots Lane Wickwar South Gloucestershire GL12 8NY: Erection of 1 no. rural workers dwelling with associated works.

8. For the Council to REVIEW and COMMENT on PT.6973 , Informal Consultation - Application to divert footpaths LWR 21A & LWR 22 at Wickwar (circulated)

Items for decision

9. Items for CONSIDERATION and DECISION

9.1 To APPROVE the register of delegated decisions taken between 5th May 2021 (date of last meeting) and 1st July 2021. (Circulated).

9.2 To REVIEW and ADOPT the updated Reserves Policy (see Agenda Report)

9.3 To CONSIDER and take a DECISION on proposed locations for additional community benches to be funded via Community Infrastructure Levy, and AGREE how the public should be consulted on the proposals. (See Agenda Report - Please note that this project is likely to require the permission of the King George's Field Trust.)

9.4 To CONSIDER the options for providing community benches that are inclusive for people with dementia (linked to previous item – see Agenda Report)

9.5 To CONSIDER and take a DECISION on a proposal to refurbish the Town Hall clockface using Community Infrastructure Levy funding and AGREE how the public should be consulted on the proposal.

9.6 To CONSIDER and take a DECISION on a proposal to install a community defibrillator at the King George's Field pavilion using Community Infrastructure Levy funding and AGREE how the public should be consulted on the proposal. (Please note that this project is likely to require the permission of the King George's Field Trust.)

9.7 To CONSIDER and take a DECISION on quotations for updating the safety surfacing under the swings at King George's Field Play Area and APPROVE the use of Community Infrastructure Levy funding for the project. (See Agenda Report)

Items for information only

10. To NOTE the playground inspection for April, May and June 2021 (circulated)

11. To NOTE a report from the Council's insurance provider re repairs to the Town Hall clock following suspected storm damage. (Circulated).
12. To RECEIVE an update following a recent informal site visit to the Tyndale Reach estate by a Councillor (progress with repositioning the northern pedestrian gate on the multi user path, trees, bins and benches) – verbal.
13. To RECEIVE an update following the Cotswold Edge Community Engagement Forum meeting 01/07/21 - verbal.
14. To RECEIVE an update on progress with identifying suppliers to quote for a ground water risk assessment as specified in the CDS Group report on Park Field as a suitable site for cemetery expansion – verbal.
15. To RECEIVE an update on progress identifying responsibility for the cedar tree adjacent to open cemetery which requires further inspection work. (As per Tree Condition Report conducted Nov 2020) – verbal.
16. To RECEIVE an update on progress with obtaining Listed Building Consent to mount two Nature & Remembrance Trail maps on the Town Hall – verbal.
17. To RECEIVE the register of correspondence received (list available at the meeting)

Reports

18. To RECEIVE a report from the Ward Councillor
19. To RECEIVE an update report on progress with the Wickwar Parish Council Action Plan 2020-25 and actions from previous meetings (circulated)
20. To RECEIVE verbal reports from Councillors who are Trustees or Committee members of the organisations listed below, and to take decisions as necessary:
 - 20.1 King George V Playing Fields
 - 20.2 Wickwar Youth Club
 - 20.3 Wickwar Community Centre
 - 20.4 Wickwar Town Hall
 - 20.5 Wickwar Cemetery

Requests for financial assistance

21. To CONSIDER and take a DECISION on an application from Wickwar Environmental Action Group for materials for a Remembrance Day community poppy display constructed by volunteers - £500. (Circulated).

Burial matters

22. To sign the retrospectively issued Exclusive Right of Burial (ERB) for plot 357 IRO of Lucy Lawrence, Alma Carroll, Edward Carroll and Mary Carroll. (See minute 18.05.20)
23. To sign the ERB for plot 403 IRO Biggadike.
24. To NOTE the transfer of plot 415 (Finlinson to Cutbill) and sign the duplicate ERB.
25. To NOTE the transfer of plot 256 via statutory declaration (Iles to Chappell) and the assignment of the plot to a second holder. Sign the duplicate ERB.

Finance

26. To NOTE the monthly bank reconciliations for April and May 2021 and bank balances. Chairman to sign as a true record (circulated)
27. To APPROVE accounts for payment and NOTE additional payments made in line with Financial Regulations (These are listed in the attached payment schedule).
28. To NOTE the budget monitoring report to 31st May 2021, prepared by the Clerk. Chairman to sign as a true record (circulated)
29. To APPROVE the creation of new earmarked reserves listed (amounts and purposes) from underspend during the financial year 2020/21 (See Agenda report)
30. Items for the next agenda.

Meeting location marked with a blue cross – Elmcroft, Frith Lane, Wickwar



Wickwar Parish Council

Expenditure transactions - payments approval list

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque
85	BACS21070 7EDGE	£48.00	£0.00	£48.00 01/04/21	Edge IT Systems Limited - Finance EOY webinar 2020-21	£48.00
80	BACS21070 7Z	£14.39	£2.40	£11.99 29/04/21	ZOOM VIDEO COMMUNICATIONS INC - Subscription 29/05/21 - 28/06/21	£14.39
81	BACS21070 7T	£740.00	£0.00	£740.00 01/06/21	TRANSFORMATIONS PAINTING & DECORATING - CIL paint metal mutliplay	£740.00
82	BACS21070 7CPRE	£40.00	£0.00	£40.00 01/06/21	CPRE Gloucestershire - Planning seminar 2 01/06/21 re Cllr Fielding	£40.00
84	BACS21070 7CN	£95.98	£15.99	£79.99 03/06/21	Cloud Next - Annual website hosting 2021-22	£95.98
*91	DD210607O EPav	£27.75	£1.32	£26.43 07/06/21	Octopus Energy - Pav May 21 electricity	£27.75
*87	DD210622T M	£10.00	£0.00	£10.00 08/06/21	TESCO MOBILE - May 21 bill	£10.00
83	BACS21070 7M	£148.00	£24.65	£123.35 09/06/21	MEREDITHS - 4 X hanging baskets Town Hall 2021-22	£148.00
55	BACS21070 7GAPTC	£265.00	£0.00	£265.00 17/06/21	Gloucestershire Association of Parish and Town Councils - Internal audit 2020/21	£265.00
90	BACS21070 7ALCA	£30.00	£0.00	£30.00 20/06/21	ALCA - Data Protection for Clerks course 18/06/21	£30.00
89	BACS21070 7HP	£9.99	£1.67	£8.32 24/06/21	HP INK - Ink 18/05/221 - 23/06/21	£9.99
86	BACS21070 7TG	£53.76	£0.00	£53.76 25/06/21	TONY GARDNER PROPERTY MAINTENANCE - Repair KGV balance beam & fit pavilion sign	£53.76
92	DD210701O EPav	£93.81	£4.47	£89.34 01/07/21	Octopus Energy - Pav June 21 electricity	£93.81
*97	DD210701W Bpav	£7.50	£0.00	£7.50 01/07/21	WATER BUSINESS – Water pav May 21	£7.50
56	BACS21070 7WCC	£3,940.78	£0.00	£3,940.78 07/07/21	Wickwar Community Centre - CIL grant for storage shed	£3,940.78
		£1,505.73	£0.00	£1,505.73	Confidential	
Total		£7,030.69	£50.50	£6,980.19		

Signature
Date

Signature

*paid between meetings