

# SUTTON BENGER PARISH COUNCIL

e: [parishclerk@suttonbengerparishcouncil.gov.uk](mailto:parishclerk@suttonbengerparishcouncil.gov.uk) | t: 07757 351584

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To: Members of the Council

You are summoned to the **Meeting of Sutton Benger Parish Council** to be held remotely on **Wednesday 8 July 2020** commencing at **7.45pm**.

## Zoom Meeting Details

Meeting Link: <https://zoom.us/j/96544243856>

Phone Dial-in: +44 203 901 7895

Linda Roslyn  
Clerk to the Parish Council  
2 July 2020

*Parish Council meetings are open and members of the public and press are welcome to attend. Such entitlement does not include the right to speak except during the Public Forum, where any registered local government elector within the Parish is able to speak once on issues affecting the Parish. Any questions asked shall not require a response or debate. The Council may wish to consider a matter in more detail at a later date before making a full response. (Please see the Council's Standing Orders for further information – available on the website or on request from the Parish Clerk).*

## AGENDA

009<sup>(20)</sup> **Apologies and Reasons for Absence.**

010<sup>(20)</sup> **Declarations of interests from members regarding the agenda.**

011<sup>(20)</sup> **Public Forum Session**

15 minutes will be allowed for questions and comments from members of the public. *(If you wish to speak please raise your hand and wait for the Chair to address you and then clearly state your name for the recording).*

012<sup>(20)</sup> **Minutes for Approval**

To approve and sign the minutes of the Parish Council Meeting held on Wednesday 10 June 2020.

013<sup>(20)</sup> **Finance**

- a) To approve the monthly accounts & budget statements and new invoices for online payment.
- b) To approve expenditure from the CIL funds for a 25% contribution towards the costs required by Wiltshire Council Highways to:
  - i. Carry out an Assessment of the speed limit on the B4122 at a (typical) cost of £687.50 (25% of £2,750).
  - ii. Implement the changes, should the works be approved, at a (typical) cost of £1,000 (25% of £4,000)
- c) To agree to declare the Council exempt from sending the completed Annual Governance and Accountability Return (AGAR) to the external auditor for 2019-2020.
- d) To receive and note the Annual Internal Audit Report for 2019-2020.
- e) To approve the Annual Governance Statement for 2019-2020.
- f) To approve the Accounting Statements for 2019-2020.

014<sup>(20)</sup> **Planning, Licensing and Development**

- a) To consider new planning applications and agree the responses:

# SUTTON BENDER PARISH COUNCIL

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i	20/03441/FUL	Chippenham Pit Stop, SN15 5LH - Installation of 6 no. Electrical Vehicle Charge Points, Install of 4 no. Power Cabinets, 1 no. 1250KVA Transformer Substation and 1 no. Ring Main Unit. New Pavement to the Retail Outlet and Street Lighting.
ii	20/04579/FUL	38 High Street, SN15 4RF - Removal of existing roof over single storey rear extension. New first floor extension over existing single storey rear extension and new side window.
iii	20/04871/TCA	62 High Street, SN15 4RL – Fell 1 Goat Willow
iv	20/05031/FUL	30 Cowley Way, SN15 4SD - Single storey & two storey extension

b) To note any other planning matters.

015<sup>(20)</sup> **Neighbourhood Development Plan**

To receive an update from Cllr N Hayward.

016<sup>(20)</sup> **Highways & Parish Steward**

To receive an update from Cllr D Spencer.

017<sup>(20)</sup> **Arts Development Projects**

To receive an update from Cllr C Mansfield.

018<sup>(20)</sup> **Rights of Way**

To receive an update from Cllr R Gaunt.

019<sup>(20)</sup> **Flooding/Emergency Plan**

To receive an update from Cllr N Roynon.

020<sup>(20)</sup> **Village Hall**

To receive an update from Cllr J Campbell.

021<sup>(20)</sup> **Primary School**

To receive an update from Cllr B Carter.

022<sup>(20)</sup> **Wiltshire Council**

To receive an update from ward Cllr H Greenman.

023<sup>(20)</sup> **Clerk's Report**

To note the **Clerk's Report**, including main items of correspondence and matters referred.

024<sup>(20)</sup> **Date of the Next Meeting**

To note the date of the next **Parish Council Meeting** as **Wednesday 9 September 2020** to be held remotely or in the Village Hall (*subject to Covid-19 restrictions*), starting at 7.45pm.

025<sup>(20)</sup> **Personnel – matters relating to the Parish Clerk (*CONFIDENTIAL – the Clerk and members of the public will be asked to leave the meeting*)**

- a) To receive a report from Cllr C Mansfield on the Clerk's appraisal on 17 June 2020.
- b) To agree an incremental salary increase of £0.22 per hour to SCP 14 of the NJC Pay Scales for the Clerk with effect from the 1 May 2020.