

# CHRISTIAN MALFORD PARISH COUNCIL


2 Newlands Green, Kington Langley, Wiltshire, SN15 5NZ

✉ parishclerk@christianmalford.org.uk    🌐 www.christianmalford.org.uk

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## To: Members of the Council

You are summoned to attend the **ANNUAL MEETING OF CHRISTIAN MALFORD PARISH COUNCIL** to be held at the **Village Hall, Christian Malford** on **Tuesday 7 May 2019** commencing at **7.45pm** for the purpose of transacting the following business.



Linda Roslyn  
Parish Clerk  
01 May 2019

*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 each member of the public is entitled 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

- 018<sup>(19)</sup> To elect a Chairman and to receive the Statutory Declaration of Acceptance of Office.
- 019<sup>(19)</sup> To note those in attendance and receive **apologies** for absence.
- 020<sup>(19)</sup> To approve the co-option of Kevin Assinder as Parish Councillor and to receive the Statutory Declaration of Acceptance of Office.
- 021<sup>(19)</sup> To receive any **declarations of interest** from members concerning specific items on the agenda.
- 022<sup>(19)</sup> **Public Forum Session** - To receive questions and comments from the public. (*This session will last no longer than 15 minutes*).
- 023<sup>(19)</sup> To receive and approve the minutes of the Parish Council Meeting held on 09 April 2019.
- 024<sup>(19)</sup> To review and approve Policies and Procedures for Christian Malford Parish Council:
  - a) Standing Orders (v3.0)
  - b) Financial Regulations (v3.0)
  - c) Privacy Notice (v1.0) and GDPR Consent Form (v1.0)
  - d) Complaints Procedure (v1.0)
  - e) Persistent & Vexatious Complaints Procedure (v1.0)
  - f) Publication Scheme (v1.0)
  - g) Removable Media Policy (v1.0)
  - h) Allotment Rules & Procedures (v3.0)
- 025<sup>(19)</sup> To review the Council's Asset Register (v2.7).
- 026<sup>(19)</sup> To review the Council's Insurance Policy and approve renewal with BHIB for 2019-20.
- 027<sup>(19)</sup> To approve the Council's Internal Financial Control Statement (v3.0) and Risk Schedule (v1.2).

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028<sup>(19)</sup> To approve the appointment of Collier Marsh Accountancy to carry out Financial Internal Audit.

029<sup>(19)</sup> To review and appoint members with responsibility to co-ordinate:

- a) Planning Working Group
- b) Finance & Personnel
- c) Highways & Parish Steward
- d) Recreation Ground
- e) Burial Ground
- f) Malford Meadow/Allotments
- g) Flooding/Emergency Plans
- h) Village Hall
- i) Asset Maintenance

030<sup>(19)</sup> **Finance & Personnel**

- a) To approve to declare the Council exempt from sending the completed Annual Governance and Accountability Return (AGAR) to the external auditor for 2018-2019.
- b) To receive monthly accounts statement, approve invoices and agree cheques for signing.
- c) To approve a Community Grant of £50.00 for the PCC to cover the cost of the garden waste wheelie bin collections for 2019-20.
- d) To approve the cost of repairing the spring to the metal gate to the Junior Play Area.
- e) To approve the purchase of a line marking kit, with paint, to re-paint the tennis court lines on the MUGA.
- f) To approve the Annual Safety Inspection of the play park equipment and skate park by Wicksteed.
- g) To note the increase in the Clerk's hourly rate to £11.22 with effect from 1 April 2019.

031<sup>(19)</sup> **Planning and Development Control**

a) To consider responses to new planning applications:

	Planning Ref	Details
i	19/03022/FUL	Malford Farm, Main Road, SN15 4AZ - Erection of 5no. 3-bedroom dwellings and 5no. 2-bedroom bungalows after demolition of existing agricultural buildings.
ii	19/03425/FUL	12 Woodlands Close, SN15 4AU – Front Porch, single storey rear extension and study above garage.

b) To note the status of previously considered planning applications:

Planning Ref:	Details	PC Decision	WC Decision
18/11371/FUL	9 The Nurseries, SN15 4EQ - Double storey rear extension and single storey side extension	No Comment	<b>5-Apr-2019</b>
19/00418/FUL	26 Main Road, SN15 4BZ - Demolish existing house and reposition a new dwelling	No Comment	<b>15-Mar-2019</b>
19/01607/FUL	The Comedy, Main Rd, SN15 4BS – Replacement of an existing greenhouse and breeze block shed	No Comment	<b>23-Apr-2019</b>

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19/01738/FUL	Land Opposite Lye Common House, SN15 4BH – proposed development of 6 houses	Support	16-Apr-2019
19/02897/FUL	Friday Street Farm, SN15 4BU - Proposed extension to connect the existing main house with annex.	No Comment	

c) To discuss any other planning matters, including the Neighbourhood Development Plan.

032<sup>(19)</sup> **Dog Fouling** – to consider measures to combat the increase in dog fouling in the village and approve funding for signs, posters, etc.

033<sup>(19)</sup> **Highways and CSW**

a) To receive an update report from Cllr I Patterson.

b) To consider a Highways Act 1980 S116 Application for proposed stopping up of highway to the rear of 10, 11 and 12 Lime Trees.

034<sup>(19)</sup> **Recreation Ground** - To receive an update report from Cllr S Depla.

035<sup>(19)</sup> **Malford Meadow** - To receive an update from Cllr P Hines.

036<sup>(19)</sup> **Burial Ground** - To receive an update.

037<sup>(19)</sup> **Rights of Way** - To receive an update report from Cllr M Lawrence.

038<sup>(19)</sup> **Flood/Emergency Plan** - To receive an update from Cllr N Cox.

039<sup>(19)</sup> **Village Assets** - To receive an update from Cllr M Lawrence on matters relating to the Maintenance Officer, Defibrillator and village assets.

040<sup>(19)</sup> **Village Hall**

a) To receive an update from Cllr N Cox.

b) To approve a Variation of a Premises Licence Application for Christian Malford Village Hall to add licensable activity to the existing Premises Licence.

041<sup>(19)</sup> **School – Scarecrow Trail Project**– To agree a village project to receive £700 funding from the Scarecrow Trail profits.

042<sup>(19)</sup> **Matters from the Chair** – To receive an update from Cllr S Depla.

043<sup>(19)</sup> **Village Meeting 2019** - To receive an update.

044<sup>(19)</sup> **Wiltshire Council** - To receive an update.

045<sup>(19)</sup> To note the **Clerk's Report**, including main items of correspondence and matters referred.

046<sup>(19)</sup> To note the date of the next **Parish Council Meeting** as **Tuesday 4 June 2019** in the Village Hall.