



BRATTON PARISH COUNCIL

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To: All Members of Bratton Parish Council

You are hereby summoned to attend a meeting of the Parish Council to be held on **Tuesday 11th July 2023** commencing at 7.15 pm in the Jubilee Hall for the transaction of the business shown on the agenda below.

Nicola J Duke - Parish Clerk

5th July 2023

Open Forum

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.*

Village updates:

- Police report – PCSO Alice Moore
- Wiltshire Council and Westbury Area Board – Cllr Suzanne Wickham

	AGENDA ITEM
2023/14	Apologies for Absence and to consider the reasons given Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given. LGA 1972 s85(1).
2023/15	Declarations of Interest and Dispensations to Participate 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.

2023/16	<p>Minutes of Council Meetings</p> <p>a) To confirm and sign as a correct record the minutes of a meeting of the Parish Council held on 14th March 2023 (copy attached).</p> <p>b) To confirm and sign as a correct record the minutes of the Annual Council Meeting held on 23rd May 2023 (copy attached).</p> <p>c) To adopt the minutes of a meeting of the Bratton Recreation Ground Committee held on 24th March 2023 and approved at a subsequent committee meeting held in June 2023 (copy attached).</p> <p>d) To adopt the minutes of the below listed meetings of the Neighbourhood Plan Steering Group (copies attached):</p> <p>I. 2nd March 2023 (approved by the SG at a meeting held on 30th March 2023) II. 30th March 2023 (approved by the SG at a meeting held on 4th May 2023) III. 4th May 2023 (approved by the SG at a meeting held on 8th June 2023)</p>
2023/17	<p>Committee and Council representative reports</p> <p>To receive the reports on the following:</p> <p>a) Bratton Recreation Ground Committee – Mr Mike Manson b) Jubilee Hall Management Committee – Mr Mark Fanning c) Neighbourhood Plan Steering Group – Cllr Cole d) LHFIG and Highways matters, including the potential allocation of funds to support additional highway project such as the extension of 20mph speed limits in the parish (allocation of funds to be agreed under agenda item 2023/21c) - Chair e) Website Working Group – Chair f) Bratton Week – Cllr Ligo g) Recent incident off Imber Road on 27th June 2023 and access issues faced by the Fire Service when attending – Chair</p>
2023/18	<p>Parish Council Projects Updates and Reports</p> <p>a) To receive and note the brought forward list as previously agreed for circulation (copy attached).</p> <p>b) Snow Plan including the purchase of additional grit bins and a spreader (noting that the bin near the school is now damaged) – Chair</p> <p>c) Big Help Out Day and an update on the potential naming of Bratton footpaths - Chair</p> <p>d) Use of the defibrillator and ownership and maintenance responsibilities - Clerk</p> <p>e) Telephone Kiosk – update on the repurposing project (previously circulated)</p> <p>f) War Memorial – update on the planned refurbishment works (previously circulated)</p>
2023/19	<p>Committee and Council Representatives</p> <p>Following the co-option of a new parish councillor to review the committee and council representative appointments (Annual Council Meeting minutes refer for current list).</p>

2023/20	<p>Planning applications PL/2023/04031 -The Barn, 26A Court Lane Bratton, Westbury, BA13 4RF - Proposed single-storey extension</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 and an extension cannot be obtained</i>).</p> <p>Current Consultations</p> <p>Neighbourhood Plan for Westbury To note that Westbury Town Council has submitted the draft Westbury Neighbourhood Plan (2022 – 2036) to Wiltshire Council, which is coordinating a public consultation on this document between Monday 5th June 2023 and Monday 17th July 2023 and to consider whether the PC wishes to make any consultation response (information previously circulated). <i>The draft Westbury Neighbourhood Plan (2022 – 2036) submission can be viewed and commented on from the Wiltshire Council consultation portal.</i></p> <p>Wiltshire Council’s Draft Wiltshire Design Guide To consider a consultation on the Draft Design Guide (information previously circulated).</p>
2023/21	<p>Financial Reports (reports attached)</p> <ul style="list-style-type: none"> a) To receive a schedule of payments and receipts April - June 2023 b) To receive the bank reconciliation statements as at 30th June 2023 c) To receive the Consolidated Financial Position Statement as at 30th June 2023, including information on Earmarked Reserves and funds available for allocation d) To receive the Budget Reports as at 30th June 2023 e) To receive the final budget position of the Bratton Recreation Ground Committee for the financial year 2022-2023, note the budget over spend and resolve the PC’s position on managing that over spend
2023/22	<p>Grant Applications</p> <ul style="list-style-type: none"> a) To consider the previously submitted grant application from Cygnets Pre-school (March minutes refer, information attached). b) To consider a grant application request from the Jubilee Hall Management Committee (information attached). c) To consider a grant application from Citizens Advice Wiltshire (copy attached).
2023/23	<p>Village Green Play Equipment To receive an update from Cllr Elliott on the planned refurbishment project, including pricings on the proposed activity trails for members’ consideration.</p>
2023/24	<p>Correspondence None at time of issue.</p>
2023/25	<p>Bratton Parish News</p> <ul style="list-style-type: none"> a) To agree any items for inclusion in the next edition of the BPN (to include planning information) b) To receive a report from the Chair on a recent fault with the photocopier, approve for payment additional costs relating to alternative printing of the BPN and to note that the Chair and Clerk are carrying out an analysis of the costs of the photocopier for review (current contract ends February 2024;

	<p>recommendations will be presented to the November PC meeting as part of the budget setting process).</p>
2023/26	<p>Parish Council Calendar To receive and note the calendar of parish council meetings and events (attached).</p>
2023/27	<p>Date of next meeting Tuesday 12th September 2023.</p>
2023/28	<p>Confidential Information In view of the confidential nature of the business to be transacted at Agenda Item 2023/29 members are asked to consider resolving that the press and public be excluded from this part of the meeting.</p> <p><i>Such a resolution would be in accordance with the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2), which states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies."</i></p> <p><i>Reason for exclusion – Staffing matters.</i></p>
2023/29	<p>Staffing Matters To receive a report and recommendations from the Staffing Committee following a meeting held in June 2023 (Chair and Committee to report; Clerk will leave the meeting for this agenda item) <i>(Please note that the minutes from the Staffing Committee and Council meetings held in July 2022 refer).</i></p>