



## BRATTON PARISH COUNCIL

Chair Keith Rayward, 2 Flowers Mead, Bratton, Wiltshire, BA13 4SR

Email: [parish.chair@brattonparishcouncil.gov.uk](mailto:parish.chair@brattonparishcouncil.gov.uk)

Clerk Nicola Duke, April Rise, 81 Studland Park, Westbury, Wiltshire, BA13 3HN

Email: [parish.clerk@brattonparishcouncil.gov.uk](mailto:parish.clerk@brattonparishcouncil.gov.uk)

### To: All Members of Bratton Parish Council

You are hereby summoned to attend a meeting of the Parish Council to be held on **Tuesday 9<sup>th</sup> January 2024** 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

3<sup>rd</sup> January 2024

### 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
2023/69	<b>Apologies for Absence and to consider the reasons given</b> Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given. LGA 1972 s85(1).
2023/70	<b>Declarations of Interest and Dispensations to Participate</b> 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.
2023/71	<b>Minutes of Council Meetings</b> a) To confirm and sign as a correct record the minutes of a meeting of the Parish Council held on <b>14<sup>th</sup> November 2023</b> (copy attached). b) To adopt the minutes of meetings of the Neighbourhood Plan Steering Group held on <b>2<sup>nd</sup> November 2023</b> (copy attached).
2023/72	<b>Committee and Council representative reports</b> To receive the reports on the following: a) Bratton Recreation Ground Committee – Mr Mike Manson.

	<ul style="list-style-type: none"> <li>b) Jubilee Hall Management Committee – Mr Mark Fanning.</li> <li>c) Neighbourhood Plan Steering Group – Mr Rob Drummond.</li> <li>d) LHFIG and Highways matters; including the metrocount unit in Trowbridge Road– Chair.</li> <li>e) Website Working Group – Chair.</li> <li>f) Village Green Committee – Chair, including the formal appointment of the Committee and approval of its Terms of Reference (draft copy attached).</li> <li>g) Castle Road bus shelter replacement – Clerk to update members on the progression of the associated insurance claim.</li> </ul>
<p><b>2023/73</b></p>	<p><b>Parish Council Projects Updates and Reports</b></p> <p>To receive and note the brought forward list as previously agreed for circulation (copy attached) and receive updates on the below listed projects discussed at previous meetings:</p> <ul style="list-style-type: none"> <li>a) Village Green Play Area; including the allocation of funds for the installation of the donated see-saw and bench– Cllr Elliott.</li> <li>b) Pavilion on the Green roof – Cllr Whittaker.</li> <li>c) Street light over the telephone kiosk – Cllr Lloyd.</li> <li>d) Provision of Christmas tree and lights for 2024 – Cllr Lloyd.</li> </ul>
<p><b>2023/74</b></p>	<p><b>Planning applications</b></p> <p><b>PL/2023/10741</b> - Capps Lane Farm, Capps Lane, Heywood, Westbury, Wiltshire, BA13 4NE - Proposed Agricultural Building for the Storage of Farm Manure Prior to Spreading on Farmland as Fertilizer.</p> <p><b>PL/2023/10263</b> - Folly Stables, Park Lane, Heywood, Westbury, BA13 4NB - Change of use of land from equestrian usage into dog walking paddocks with shelter and associated parking area.</p> <p><b>PL/2023/11134</b> - 15 Carpenters Lane, Bratton, BA13 4SS - Elm tree (blue circle): fell as it is currently damaging a fence leading to sub station Ash tree (purple circle): fell as self seeded and overcrowding other trees Apple trees x 8: annual maintenance pruning and remove damaged and diseased branches</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><b>PL/2023/11193</b> – Old Mill Yard, Melbourne Street, Bratton, BA13 4RJ - T1 - Ash Tree in rear garden of the Old Mill, Tree is up against boundary wall. Signs of Ash Die back, Fell and remove while its is still safe to climb and dismantle.</p> <p><b>Planning matters</b></p> <p>To agree a statement to be sent to Wiltshire Council planning department concerning the recent consultation on development sites (draft statement and detailed recommendation from the Chair to follow).</p>

<b>2023/75</b>	<p><b>Financial Reports</b> (November attached, December reports to follow)</p> <ul style="list-style-type: none"> <li>a) To receive a schedule of payments and receipts December 2023.</li> <li>b) To receive the bank reconciliation statements as at 31<sup>st</sup> December 2023.</li> <li>c) To receive the Consolidated Financial Position Statement as at 31<sup>st</sup> December 2023, including information on Earmarked Reserves and funds available for allocation.</li> <li>d) To receive the Budget Reports as at 31<sup>st</sup> December 2023.</li> <li>e) To approve the release of the annual grant in the amount of £135 to the PCC for the Monday Gang.</li> <li>f) To consider for approval the adoption of the NALC/NJC pay scales for 2023/24 and the associated backpay (information attached, Chair to report).</li> </ul>
<b>2023/76</b>	<p><b>Parish Council Budget/Precept 2024/2025</b> (papers attached)</p> <ul style="list-style-type: none"> <li>a) To approve and set the Council's budget for 2024/25.</li> <li>b) To set the Council's precept for 2024/25.</li> <li>c) To consider the allocation of the CIL funds associated with the development at site 321.</li> </ul>
<b>2023/77</b>	<p><b>Grounds contracts 2024/25</b></p> <ul style="list-style-type: none"> <li>a) To appoint the grounds maintenance contractor for 2024/25 (previous minutes refer; report attached).</li> <li>b) To appoint the play area inspector for 2024/25 (November minutes refer; contract being altered to a monthly inspection).</li> </ul>
<b>2023/78</b>	<p><b>Bus Shelter Roof</b></p> <p>To receive a report from the Clerk on further quotations sought for the required repairs to the bus shelter roof (to be tabled).</p>
<b>2023/79</b>	<p><b>Jubilee Hall</b></p> <p>To discuss the Parish Council's relationship with the Jubilee Hall and to consider approval for advance payment of hall hire fees – Chair to report.</p>
<b>2023/80</b>	<p><b>Bratton Parish News</b></p> <p>To discuss the future and possible transfer for the responsibility for the production of the Bratton Parish News; including costings – Chair to report.</p>
<b>2023/81</b>	<p><b>Photocopier Contract Renewal</b></p> <p>To discuss the renewal of the contract with Sharp for the PC photocopier (if continuing in-house production of the BPN is agreed) - Chair to report.</p>
<b>2023/82</b>	<p><b>Emergency Planning Working Group</b></p> <p>To agree that the Chair set up an Emergency Planning working group – Chair to circulate proposal.</p>
<b>2023/83</b>	<p><b>Correspondence</b></p> <p>None at time of issue.</p>
<b>2023/84</b>	<p><b>Bratton Parish News</b></p> <p>To agree any items for inclusion in the next edition of the BPN (to include planning information).</p>
<b>2023/85</b>	<p><b>Parish Council Calendar</b></p> <p>To receive and note the calendar of parish council meetings and events (attached).</p>

**2023/86**

**Date of next meeting**

Tuesday 12<sup>th</sup> March 2024.

Members are also asked to agree the date for the May meetings – the Annual Parish Meeting and the Annual Council Meeting.