



BRATTON PARISH COUNCIL

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

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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 12th March 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

6th March 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
2023/87	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).
2023/88	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.
2023/89	Minutes of Council Meetings a) To confirm and sign as a correct record the minutes of a meeting of the Parish Council held on 9th January 2024 (copy attached). b) To adopt the minutes of meetings of the Neighbourhood Plan Steering Group held on 11th January 2024 and 1st February 2024 (copies circulated). c) To adopt the minutes of the Bratton Recreation Ground Meeting held on 16th January 2024 (copy attached).

<p>2023/90</p>	<p>Committee and Council representative reports</p> <p>To receive the reports on the following:</p> <ul style="list-style-type: none"> a) Bratton Recreation Ground Committee – Mr Mike Manson including recommendations to the Council from the meeting of the Committee held on 5th March 2024 (draft minutes to follow) as listed below: <ul style="list-style-type: none"> a. Approval, in principle and subject to funding, for new storerooms – Cllr Lloyd to report b. Approval for the allocation of £342 from the BRGC Covid Grant EMR to fund the purchase of replacement showers for the away teams – Chair to report c. Approval for the purchase of a fuel card – Clerk to report d. Approval for the virement of £500 from the 2024/25 contingency allocation to the BRGC for the costs of required Legionnaires disease monitoring – Clerk to report b) Jubilee Hall Management Committee – Mr Mark Fanning. c) Neighbourhood Plan Steering Group – Mr Rob Drummond. d) LHFIG and Highways matters – Chair (report previously circulated by email; members to vote on the request to LHFIG for movement of the SID mounting spigots on the B3098). Cllr Lloyd to also report on highway works. e) Website Working Group – Chair (report previously circulated by email). f) Emergency Planning Working Group – Chair. g) Community Speed Watch – Georgina Dahl (report previously circulated by email, Georgina Dahl sends apologies).
<p>2023/91</p>	<p>Parish Council Projects Updates and Reports</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"> a) Village Green Play Area – Cllr Elliott. b) Castle Road bus shelter replacement – Clerk to update members on the progression of the associated insurance claim; Cllr Whittaker to report on options for the new shelter. c) Best Kept Village Competition 2024 – Chair d) Pollinator Corridor – to consider a proposal from the Chair that part of the green space by the B3098 between The Butts and Tynings Lane is included as part of the Pollinator Corridor. Chair to report. e) Bratton Parish News – to consider for approval the Terms of Reference for the BPN editorial team. Chair to report (draft TOR attached). f) Parish printer – to consider for approval the purchase of a printer for the BPC room in the Jubilee Hall (2024/25 budget refers; Chair to report). g) Village Halls Week – to consider the purchase of posters and backing sheets to publicise the VH week (23rd March) at a cost of £120 (inc VAT) (Chair to report). h) Christmas Events 2024 – Cllr Lloyd to report.
<p>2023/92</p>	<p>Planning applications</p> <p>PL/2024/01412 - Court Farm House, 22 Court Lane, Bratton, Westbury, Wilts, BA13 4RF - Replace existing rear and garage extensions with single storey wrap around extension, replace existing garden sheds with garden studio building, demolish outside WC.</p> <p>PL/2024/01721 - Court Farm House, 22 Court Lane, Bratton, Westbury, Wilts, BA13 4RF - Replace existing rear and garage extensions with single storey wrap around extension, replace existing garden sheds with garden studio building, demolish outside WC. Refurbish existing first floor bathroom to create family bathroom and en-suite, reinstate original door opening to North Eastern elevation, open up old alcoves besides</p>

	<p>fireplaces in dining room and lounge and replace small hatch to old dining room with traditional dresser unit.</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>
2023/93	<p>Financial Reports (attached)</p> <ul style="list-style-type: none"> a) To receive a schedule of payments and receipts February 2024. b) To receive the bank reconciliation statements as at 29th February 2024. c) To receive the Consolidated Financial Position Statement as at 29th February 2024 (Clerk to report on position as at 11th March following the March payment run) d) To receive the Budget Report as at 29th February 2024. e) To receive and note the CIL guidance note and expenditure report from Wiltshire Council and approve the necessary return – Clerk to report.
2023/94	<p>Grant Applications (applications attached)</p> <p>To receive and consider the below listed grant applications:</p> <ul style="list-style-type: none"> a) Wiltshire Search and Rescue b) Carer Support Wiltshire c) Bratton Silver Band
2023/95	<p>Parish Council Accounts Year Ending 31st March 2024 (report attached)</p> <p>To address administrative tasks relating to the preparation and submission of the accounts year ending 31st March 2024 including:</p> <ul style="list-style-type: none"> a) Appointment of the Internal Auditor b) Confirmation of scope of Internal Audit
2023/96	<p>Governance Reviews Year Ending 31st March 2024 (documents attached)</p> <p>To carry out reviews of governance documents for year ending 31st March 2024 including:</p> <ul style="list-style-type: none"> a) Review of the Risk Registers b) Review of the Fixed Asset Register c) Review of the Earmarked Reserves d) Insurance Cover 2024/25
2023/97	<p>Grounds contracts 2024/25</p> <p>To receive a report from Cllr Ligo (attached) together with information from the Clerk and appoint a maintenance contractor for 2024/25.</p>
2023/98	<p>Correspondence</p> <p>Wiltshire Council re: Wiltshire Cultural Strategy (previously circulated)</p>
2023/99	<p>Bratton Parish News</p> <p>To agree any items for inclusion in the next edition of the BPN (to include planning information).</p>
2023/100	<p>Parish Council Calendar</p> <p>To receive and note the calendar of parish council meetings and events (attached).</p>

2023/101

Date of next meeting

Annual Council Meeting – Tuesday 14th May 2024 at 6.30 pm

Annual Parish Meeting – Tuesday 14th May 2024 at 7.30 pm

Both meetings to be held in the Jubilee Hall.