

# CHITTERNE PARISH COUNCIL

Clerk: **Nikki Spreadbury-Clews**

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**The Meeting of Chitterne Parish Council will be held on  
Monday 10<sup>th</sup> September 2018 at 7.00pm**

**All Parish Council Meetings are open to the Public and Press**

**4<sup>th</sup> September 2018**

**To All Members of Chitterne Parish Council**

Dear Councillor

You are summoned to The Meeting of Chitterne Parish Council at the Village Hall, Chitterne, on Monday 10<sup>th</sup> September 2018 to transact the business set out below.



Nikki Spreadbury-Clews  
Parish Clerk

## MEETING SCHEDULE

**7.00pm**

### **Public Participation**

**To enable** members of the public to address the Council, regarding any matter relating to the village.  
**There will be a short presentation by Kirstie Hearn, Treatment Project Manager, Wessex Engineering & Construction Services regarding the upgrade to Chitterne water treatment centre.**

## COUNCIL MEETING AGENDA

- 1. Acceptance of apologies for absence**
- 2. Report from Unitary Authority Member.**
- 3. To approve** as a correct record, the minutes of the Meeting of the Parish Council held on 16<sup>th</sup> July 2018, copies of these minutes have been circulated.
- 4. Dispensations and declarations of interest** Council is asked to discuss any written requests for dispensation the Clerk may have received from councillors. Members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities.
- 5. Update on Items from July Meeting.**
  - (1) Traffic.** Cllr Ricketts
  - (2) Allotments.** Cllr Wilkinson and the Clerk
  - (3) Cricket Club, Trees/grass cutting.** Cllr Horsfall
  - (4) Flood Warden.** Cllr Kent
  - (5) Village Hall, Footpaths.** Cllr Pike

- (6) **Parish Steward.** Cllr Emmerson
- (7) **Playground.** Cllr Webb to include update on new equipment.
- (8) **Other updates.** Including Clerk updates
- (9) **Village Clean up.** Reminder the date is set for Saturday 6 October

6. **WW1 Commemoration.** Cllr Kent to update members.

7. **Planning Applications to discuss and make recommendations.**

**(Please note: in planning matters the Parish Council acts as consultee of the Principal Authority. The Principal Authority being the deciding Body)**

**18/08126/LBC** Door to front of lean-to kitchen extension to be bricked up. Existing main front door to remain unaltered. 98 Codford Road, Chitterne, BA12 OLD

8. **Planning Decisions for noting: -**

**Ref 18/02195/FUL** Amended plans. Erection of Glasshouses and associated works. East Farm, Church Lane, Codford. BA12 OPJ. Approved with Conditions.

9. **Internal Audit Update:**

**Members to discuss and make decision** to make a payment to the previous Clerk for the underpayment of salary for the year 2017/18 totalling £382.52 gross, as identified in the Internal Audit.

10. **Accounts for Payment:** Members are asked to ratify two payments and approve current payments listed: (Please note the direct debit to ICO at last meeting was rejected by Bank)

**Payments for ratification**

Duplicquik Ltd	100606	£84.00
ICO	100607	£40.00

**Payments for approval**

Clerks Salary Q2 July - Sept 2018	100608	£484.15
HMRC PAYE Q2 July - Sept 2018	100609	£197.40
Clerks expenses & reimbursement of costs		£36.41
V Neal	100610	£306.12
Woodside Professional Tree Surgeons	100611	£215.00
Duplicquik Ltd	100612	£84.00

**Receipts**

VAT Refund		£1,999.75
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11. **Approval and signing-off of parish accounts**

The Clerk will present the parish accounts for 31<sup>st</sup> August 2018 for approval.

12. **2018/19 Budget and precept.** Clerk to advise members of the procedure.

13. **Correspondence received.** Clerk to advise.

14. **Meetings to consider attending: -**

- **CATG** – 27<sup>th</sup> September
- **Warminster Area Board** – 1<sup>st</sup> November 6.00pm – Chapmanslade Village Hall
- **Neighbourhood Tasking Group** – 26<sup>th</sup> September 6.00pm – Civic Centre, Warminster

15. **Clerks Annual Leave.** Cllr Ricketts has agreed the Clerk can take annual leave from 24<sup>th</sup> to 28<sup>th</sup> September.

16. **Date of next meeting**

The next Meeting of The Full Council is to be held on Monday 12<sup>th</sup> November 2018 at 7.00pm at the Village Hall.

The minutes of this meeting will be available to all members of the public from the village website [www.chitterne.com](http://www.chitterne.com), the Parish Notice board or by contacting the Parish Clerk.