

# SHREWTON PARISH COUNCIL

Clerk: Nikki Spreadbury-Clews

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**The Full Parish Council Meeting will be held on  
Wednesday 7<sup>th</sup> March 2018 at 7.15pm**  
**All Parish Council Meetings are open to the Public and Press**

**23rd February 2018**

**To All Members of Shrewton Parish Council**

Dear Councillor

You are summoned to The Full Shrewton Parish Council Meeting at the Methodist Church, Shrewton, on Wednesday 7<sup>th</sup> March 2018 to transact the business set out below.



Nikki Spreadbury-Clews  
Parish Clerk

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## MEETING SCHEDULE

**7.15pm**

### **Public Participation**

**To enable** members of the public to address the Council, with an allowance of three minutes per person, regarding any matter relating to the village.

## 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 Full Council meeting held on 7<sup>th</sup> February 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 February Meeting.**
- 6. Receive Cllr Reports from:**
  - a) Chairman**
  - b) Flood Warden.** Cllr Parrett
  - c) Parish Steward.** Cllr Parrett
  - d) Military Liaison.** Cllr Henry
  - e) Youth Club.** Cllr Henry
  - f) Recreation Ground.** Cllr Lock

**7. Receive reports from:**

- a) **Traffic Working Group.** Cllr Harris

**8. Planning Applications for Decision:** None received

**9. Planning Decisions for noting:** None Received

**10. Accounts for Payment:** Members are asked to approve the payments listed below:

Salary February 2018	£360.59
HMRC PAYE February 2018	£ 90.20
Clerks Expenses & Reimbursement of costs	£54.01
Shrewton WI (grant)	£250.00
Shrewton Recreation Charity (grant)	£5000.00
Hurdcott Landscapes Ltd (Litter Bin emptying Nov - Jan)	£144.00
ICO (Data Protection registration)	£35.00
Sarah Tipping (Grounds Maintenance Dec to Feb)	£587.50
R Keyzor (Web training to Clerk)	£38.50
<b><u>Receipts</u></b>	
Interest	£2.06
Longbridge Deverill PC contribution Clerks training 25.02.18	£11.00
Upton Scudamore PC contribution Clerks training 25.02.18	£5.50

**11. Approval and signing-off of parish accounts**

The Clerk will present the parish accounts for February 2018 for approval.

**12. Grounds Maintenance Contract.** Members to note and make decision on the revised and increase in costs from 1<sup>st</sup> March 2018.

**13. Policy Reviews.** The following policies have been/to be reviewed, clerk to advise of any amendments and members to discuss and confirm acceptance.

- i) **Complaints Procedure.** Cllr Harris
- ii) **Financial Regulations.** Clerk reviewed
- iii) **Summary of Financial Regulations.** Clerk reviewed
- iv) **Financial Risk Assessment.** Clerk reviewed.
- v) **Risk Assessment.** Clerk reviewed
- vi) **Grant Application form, letter and Awarding Policy.** Cllr Lock
- vii) **Councillor Job Description.** Cllr Lock
- viii) **Policy on Email Usage.** Cllr Harris reviewed
- ix) **Policy on Filming, Photography, Audio Recording and Social Media** Cllr Harris reviewed
- x) **Terms of Reference** Cllr Hassett

**14. New Litter Bin by Co-op.**

**15. Public consultation on the A303 Stonehenge project.** The consultation period is from 8 February until 6 April 2018. Members to decide if a Parish Council response is to be given and instruct the Clerk.

**16. Correspondence** circulated from 31<sup>st</sup> January to 22<sup>nd</sup> February 2018.

**17. Standing Agenda items**

- a) **Highways and Byways.**
- b) **Village maintenance.**

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

- **Southern Area planning meeting** – Thursday 8<sup>th</sup> March 2018
- **Amesbury Area Board** – Thursday 22<sup>nd</sup> March 2018 – Berwick St James
- **Local Highway Town and Parish Meetings** – 7.00pm to 9.00pm
  - 1/5/18 City Hall, Salisbury
  - 3/5/18 Cotswold Room, County Hall, Trowbridge
  - 8/5/18 Council Chamber, Monkton Park, Chippenham
  - 23/5/18 Kennet House, Devizes

**19. Date of next meeting**

The Council is asked to note that the next Full Parish Council Meeting will be held on Wednesday 4<sup>th</sup> April 2018 at 7.15pm at The Methodist Church Hall.

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