

# SHREWTON PARISH COUNCIL

Clerk: **Nikki Spreadbury-Clews**

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**The Meeting of the Full Parish Council will be held on**

**Wednesday 6<sup>th</sup> November 2019 at 7.15pm**

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

**31<sup>st</sup> October 2019**

**To All Members of Shrewton Parish Council**

Dear Councillor

You are summoned to The Meeting of Shrewton Parish Council at the Methodist Church Hall, Shrewton, on Wednesday 6<sup>th</sup> November 2019 to transact the business set out below.



Nikki Spreadbury-Clews

Parish Clerk

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## MEETING SCHEDULE

**7.15pm**

**Vicky Bodman – Commissioning Officer – Rural Housing.** Vicky will give an overview of affordable housing in Shrewton, one site under consideration is Tanners Lane.

**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

**Closed session to transact the business on the agenda.**

**Members of the public may remain and listen to the discussions, however not take part.**

**1. Acceptance of apologies for absence**

**2. To approve** as a correct record, the minutes of Full Council meeting held on 2<sup>nd</sup> October 2019, copies of these minutes have been circulated.

**3. 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.

**4. Notice of Vacancy in Office of Councillor.** Wiltshire Council confirmed no requests were received to hold an election for the Councillor vacancy, as advertised on 27<sup>th</sup> September, in respect of Shrewton Parish Council. The Parish Council may proceed to co-opt a new Councillor. There are currently two vacancies.

**5. Affordable Housing in Shrewton.** Members to discuss and advise Clerk of any comments regarding the possibility of affordable housing in Tanners Lane, Shrewton.

**6. To receive Traffic Working Group report from Cllr Harris.**

**7. Military Vehicles using the B3086 High St/London Road, Shrewton.** Members to discuss and make decision on next course of action.

**8. Update on Items from October Meeting.**

**9. Receive Cllr Reports from:**

- a) **Chairman.** Cllr Harris.
- b) **Flood Warden.** Cllr Parrett.
- c) **Parish Steward.** Cllr Parrett
- d) **Rights of Way (RoW) Liaison.** Cllr Flint
- e) **WHS Committee.** Cllr Lock

**10. Vacant Parish Council Roles.** The following roles/responsibilities are vacant within the Parish Council, military liaison and youth liaison. Members to discuss if the roles are to continue and if so any nominations/volunteers.

**11. Members to consider and make decision** whether to forward to CATG a request for dropped kerb to entrance to the footpath (SHRE22) that connects the upper back-way to the Methodists Church on the high street.

**12. SID Deployment criteria.** Wiltshire Council issued Practice notes on the deployment of SIDs on 11 October, **Members to discuss** and make decision on the Parish Councils formal process.

**13. Role of Unitary Authority Member.**

**14. Planning Applications for discussion and comments:**

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

**19/08995/OUT** Erection of 2 dwellings. Fleming Farm, Homanton, Shrewton, Wiltshire, SP3 4ER

**19/09998/FUL** Change of Use from Redundant Doctors Surgery (Class D1) to Two One Bed Flats. Cross Plains Surgery High Street Shrewton Salisbury Wiltshire SP3 4DB

**19/10455/FUL** Demolition of existing buildings and the erection of one detached dwelling (use class C3), attached car port, landscaping and associated works. Fleming Barn, B3083 The Common Shrewton North to Rollestone Road Shrewton, Homanton, Shrewton. SP3 4ER

**15. Planning decisions from Wiltshire Council for noting.**

**19/02987/LBC** Internal alterations to rear 1900's servants' wing first floor bedrooms to form two tourist accommodation studios. Internal alterations to back stairs and china pantry door. New glazed doors to first floor balcony and cellar. Shrewton House, Elston Lane, Shrewton, Salisbury, Wiltshire, SP3 4HJ. Wiltshire Council decision – Approved with conditions

**19/06828/FUL** Two storey and single storey rear extension over current garage location. Crooklets, High Street, Shrewton, SP3 4BZ. Wiltshire Council decision – Approved with conditions.

**19/08642/FUL** Proposed demolition of existing conservatory and replacement with larger, solid roofed conservatory. Ladyclose, Salisbury Road, Shrewton, SP3 4EQ. Wiltshire Council decision - Approved with conditions.

**16. Clerks DSE Assessment.** Clerk had a DSE assessment carried out 21 October 2019, recommendations were for a new chair, mouse mat and possibly foot rest (dependent on new chair). **Members to discuss** the recommendations and make decision.

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

**Payments for authorisation**

Clerks Salary October	001178	£474.67
HMRC PAYE October	001179	£ 2.00
Elan City Ltd	001180	£178.69

**Receipts**

Interest		£2.42
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**18. Approval and signing-off of parish accounts**

The Clerk will present the parish accounts for month of 31<sup>st</sup> October 2019 for approval.

**19. Internal Audit Report 2018-19.**

- 1) Risk Management Register.** R1 of Internal Audit report and as per Governance and Accountability Manual for smaller Authorities, the Clerk has prepared a risk management register. Members to review, discuss and make decision to adopt.
- 2) Asset Register.** R7 of Internal Audit report, the Clerk has expanded the register with required information. Members to review, discuss and make decision to adopt.
- 3) Other Internal Audit updates.**

**20. Councillor Training.** Members were forwarded WALC October newsletter on 9 October which included information on Councillor Training. The training covers roles and responsibilities, Laws (powers and duties) and procedures, the training is suitable for new Councillors or existing as a refresher. **Members to advise the Clerk if they wish to attend.**

**21. Budget and Precept Proposals 2020/2021.** **Members to discuss and make decision on** budget proposals and precept request for 2020/21. Clerk forwarded up to date accounts, finance prediction for 31 March 2020 and known expenditure for 2020/21 to members on 16 October 2019.

**22. Shrewton Christmas Tree Festival.** Friday 13<sup>th</sup> and Saturday 14<sup>th</sup> December. Members to discuss and make decision whether to take part.

**23. National Community Energy Campaign.** Members to discuss and make decision on any further action, as per correspondence forwarded 28 October.

**24. Correspondence.** Clerk to advise

**25. Future Partnership meetings:**

- **WHS committee** – 6 November
- **Flood working group** – 13 November
- **Amesbury Area Board** – 21 November, 7.00pm – Antrobus House, Amesbury
- **A303 Community Forum** – 4 December
- **CATG** – 14 February 2020

**26. Date of next meeting**

Please note there is no meeting in December.

The next Meeting of The Parish Council is to be held on Wednesday 8<sup>th</sup> January 2020 at 7.15pm in The Chapel, Methodist Church. (please note not in the 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.