

A Meeting of Urchfont Parish Council will be held on Wednesday 10th January 2018 at 7.00pm in the Village Hall Conference Room. Councillors are reminded of their duty to attend this meeting, and to consider their decisions in the light of the legislation on Discrimination, Crime and Disorder and Bio-diversity. Members of the Public and Press are welcome to attend the meeting, but may only speak in the time set aside for public participation.

Bob Lunn Clerk to the Council

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4th January 2018

- A. Welcome by the Chairman**
- B. Apologies:** to receive apologies / approve reason for absence
- C PLANNING – see separate agenda**
- D. FULL COUNCIL MEETING**
 - 1. Declarations of Interest:** to declare any personal/prejudicial interests
 - 2. Time set aside for Public Participation and External Reports**
 - a. Urchfont Telephone Box** – Future use – Stephanie Szakalo
 - 3. Minutes of the Meeting of the Council held on 13th December 2017**
 - a.** To consider request for removal of Item 16h from minutes
 - b.** To approve minutes
 - 4. Action List Status Review and Update Reports from the Minutes of the meeting held on 13th December 2017** not covered as separate agenda items below.
 - 5. Finance**
 - a. Financial Statement and Bank Reconciliation as at 31st December 2017** – to receive
 - b. Precept 2018/19** – final confirmation of Precept requirement
 - c. Allotment Hedges** – to approve requested reduction of hedge height and additional work quote
 - d. Proposal to recover business rates** – to consider proposal from Goodman Nash
 - 6. Lead Councillor, Working Groups, Clerk & other written Reports (See Appendix attached on website only)** – to consider any issues arising or clarification required (if none then quickly move on to next agenda item)
 - a. Clerks Report**
 - b. Councillor Reports**
 - 7. Farmers Field** – to plan and approve way forward for change, including need for joint UPC / FoFF meeting
 - 8. Bridleway / Cycle Path** – to receive an update relating to part of UPC 10 year strategy
 - 9. Date for Parish Meeting 2018** – to agree date
 - 10. Best Kept Village Competition 2018** – participate or not, if yes choose a champion.

- 11. Update on Current Parish Issues not covered by above agenda items** – updates / clarification on previously debated / highlighted issues.
- 12. External Meetings** - to receive reports on any external meetings attended by Councillors
- 13. Councillors' Reports and Items for Future Agenda** - Councillors are requested to use this opportunity to report on any minor matters of information not included elsewhere on the agenda, and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

Date of Next Meeting: 14th February 2018 in Urchfont Village Hall Conference Room commencing at 7.00pm

A. CLERKS REPORT – JANUARY 2018

1. UPDATE ON ACTIONS FROM FC MEETING ON 13th December 2017

FC/97/17 – Precept requirement will be submitted to WC by 20th January deadline subject to confirmation at January meeting.

FC/98/17 – Quote for Gateway and Bollard installation accepted on 17th December – see Item 2 below.

FC/99/17 – Confirmed to Phillip Whitehead on 16th December that UPC **desire to take on grass cutting and litter bin emptying from WC**

FC/100/17 – Maintenance and Litter Bin ITTs - Due diligence checks on continuing in preparation for issue on 20th January 2018.

FC/101/17 – Proposal to write to Motocross organisers - Responded to Potterne PC on 17th December rejecting their proposal.

FC/102/17 – Fly-tipping - Collective letters sent to households bordering the Holloway on XXXXXX.

FC/103/17 – Allotment hedge reduction proposal - Verbal quote of £300 obtained from Mark Goddard for on 18th December – see agenda item 4c.

FC/104/17 – High Street speeding - Follow up to David Byford article on in Redhorn (January) will be included in UPC section of February edition.

FC/106/17 – Manor Farmyard planning conditions regarding planting - Sandra Johnston requested to identify conditions, Sandra has subsequently written to all councillors.

FC/108/17 – Case for speed reductions on the A342 - Responded to Clock Inn Residents Association on 17th December supporting their case.

2. NEW GATEWAY SIGNS AND BOLLARDS – Four bollards have been installed free of charge by WC adjacent to the bus stop by The Paddock entrance. Having accepted the installation quote for the gateway signs and remaining four bollards, I now await the installation date from Ringway. In the meantime I have constructed the gates from the component parts and they are now awaiting collection. When the new gates are installed we will need to remove the old gates – volunteers required?

3. GROUNDS MAINTENANCE AND LITTER COLLECTION ITT'S – Invitation to Tender's will be available from 20th January 2018 following finalisation of areas and locations to be included. At this stage the ITT's will, as agreed and subject to quid quo pro agreements with WC, include grass cutting and litter bin emptying currently undertaken by WC in Urchfont. An article on the ITT issue appears in the January edition of Redhorn News and an advert will be placed in the local Gazette shortly for contractors to apply. The timetable for ITT submission and evaluation is as follows:

- ITT available to contractors – Saturday 20th January 2018
- ITT submission deadline – 1600hrs on Saturday 17th February 2018.
- Tenders will be opened – Monday 19th February 2018
- Evaluation completion and notification of contract award – Saturday 3rd March 2018
- Contract start date – Sunday 1st April 2018
- Contract Duration – 5 years

Evaluation of tenders will be undertaken by myself and the Chairman, anyone else wishing to take part will be most welcome.

4. REMINDER ON AGENDA PROTOCOL – Can I please take this opportunity to remind all councillors that only items specifically included on the agenda for any given meeting can be discussed at that meeting. If you wish to raise an item for discussion at any particular meeting, this should be identified as an item for future agenda at the prior meeting or identified to me prior to issue of the relevant agenda.

Local Authority custom and practice / guidance specifically excludes 'Any Other Business' as an agenda category to avoid items being raised without prior notification to members of the public.

Bob Lunn
4th January 2018

