

**A Meeting of Urchfont Parish Council will be held on Wednesday 13<sup>th</sup> February 2019 at 7pm 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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7<sup>th</sup> February 2019

**A. INTRODUCTION**

**1. Welcome by the Chairman**

**2. Apologies:** to receive apologies

**B. PLANNING – see separate agenda**

**C. FULL COUNCIL MEETING**

**1. Declarations of Interest:** to declare any personal/prejudicial interests

**2. Time set aside for Public Participation and External Reports**

**3. Minutes of the Meeting of the Council held on 9<sup>th</sup> January 2019 – to approve**

**4. Action List Status Review and Matters Arising from the Minutes of the meetings held on 9<sup>th</sup> January 2019** not covered as separate agenda items below.

**5. Finance**

- a. **Financial Statement and Bank Reconciliation as at 31<sup>st</sup> January 2019 –** to receive and note reports.
- b. **Project Proposals –** to consider and approve any proposals received prior to or at the meeting

**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**
  - i. **PROW Order**

**7. Councillor Vacancies –** to receive an update

**8. Welcome to Urchfont Booklet –** to discuss distribution

**9. Foxley Fields –** to consider current parking issues

**10. Report of dogs on Urchfont Playing / Recreation Ground –** to receive a report

**11. Redhorn News (February Edition) –** to receive a report on inclusion of inappropriate article

**12. Use of vehicles in Oakfrith Wood –** to receive a report

**13. CPRE Best Kept Village Competition 2019 –** to consider 2019 application

**14. Email Protocol –** to discuss and agree

- 15. High Street Telephone Kiosk** – to receive a progress report
- 16. Update on Current Parish Issues not covered by above agenda items** – updates / clarification on previously debated / highlighted issues.
- 17. External Meetings** - to receive reports on any external meetings attended by Councillors
- 18. 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.

One item is earmarked for the March meeting:

- Lead Councillor Roles – to reallocate roles following resignations

**Date of Next Meeting: 13<sup>th</sup> March 2019 in Urchfont Village Hall Conference Room commencing at 7.00pm**

**a. CLERK'S REPORT**

**1. Update on actions from January 2019 Meeting**

**FC/02/19 – Challenge planning application consultation extension refusal (16 The Paddock)** – challenged but WC planning again rejected an extension, but at the same time issued a different consultation date for an application to the adjoining garage.

**FC/03/19 – Submit 2019/20 Precept Demand** – see Item 3 below

**FC/04/19 – Accept Duck House electrics quote** – accepted by email on 14<sup>th</sup> January 2019

**FC/06/19 – Obtain quotes for Duck House / Pond Green water supply** – in progress

**FC/07/19 – Seek advice and quote from tree surgeon re tree on Pond Green** – in progress

**FC/09/19 – Letter and cheque to Dauntsey's re Christmas tree** – in progress

**FC/10/19 – Dogs on Playing Field to be on February agenda** – see agenda item 12 – see also UPC article in February Redhorn News

**2. Finances at 31<sup>st</sup> January 2019** – Finances are in good order as shown on the statements attached to the agenda; the bank reconciliation was completed satisfactorily. Indicated reserve at year end is around £13k but is still dependent on full allocation, spend or carry forward of project budget(s) in particular. Details of all actual expenditure during the month are shown on page 2 of the bank reconciliation. I will be presenting a draft budget for 2019/20 at the March meeting.

**3. Precept 2019/20** – The Precept requirement of £49,216.36 (2% increase) agreed at the January meeting was submitted to and acknowledged by WC Financial Services on 13<sup>th</sup> January 2019.

**4. Councillor Vacancies** – The WC Notice of Vacancies for two councillors was published on 18<sup>th</sup> January 2019, this notice has a deadline of 7<sup>th</sup> February for responses from the electorate seeking a formal election. As soon as I know the outcome I will notify councillors as to whether UPC is required to have an election or can co-opt. If the latter, then it may be possible to co-opt one new councillor at the February meeting based on the fact that I have received one expression of interest to date.

**Bob Lunn - Clerk to the Council**

**b. COUNCILLORS REPORT(S)**

**Wildlife and Countryside Act 1981 - Section 53 - Title of Order: (Parish of Urchfont) Path No. 51 Definitive Map and Statement - Modification Order 2015**

The closing date for the submission of a Statement of Case by public was 30<sup>th</sup> January 2019. I have submitted a Statement of Case on behalf of UPC. The document was approved by our Chairman, but unfortunately, due to time constraints, this was not circulated to all councillors prior to submission date. I can distribute it to councillors if requested.

The Planning Inspectorate has now confirmed that they have received three Statement of Case written reports (Including UPC's).

To date I have received replies from 17 members of the community who wish to support this order and will be attending the Public Inquiry in April. The WC Rights of Way Team wish to let it be known that any person can give evidence at the inquiry, even if they have not previously submitted statements, as long as they attend the first day of the inquiry on 24<sup>th</sup> April and request a hearing.

**Councillor Trevor Hill**