

**Clerk to Council: Elizabeth Martin**

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## PARISH COUNCIL MEETING MINUTES

Minutes of the Full Meeting of Lyneham & Bradenstoke Parish Council  
held remotely using Microsoft Teams on Tuesday 10<sup>th</sup> November 2020  
commencing at 7:30pm.

**MEMBERS PRESENT:** Councillors Frank Ball [FB], Rod Gill [RG], Liam Broughton [LB], Antony Jones [AJ], Mike Robertson [MR], and Daniel Beare [DB]

**OFFICER PRESENT:** Elizabeth Martin [EM], Clerk to the Council

**CHAIR:** Frank Ball

**APOLOGIES:** None Received

Meeting Opened 19:47

CM20/155 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**  
None Received

CM20/156 **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**  
FB and RG declared an interest in item 11, LB declared an interest in 9c as he is the reconciliation countersigner.

CM20/157 **MINUTES OF THE PREVIOUS MEETINGS FOR 10<sup>TH</sup> OCTOBER 2020**  
Proposed LB Seconded MR Passed, RG abstain as apologies received for the September meeting

**IT WAS RESOLVED THAT the minutes of the Parish Council meeting held on 10<sup>th</sup> October 2020 are true reflection of the decisions made.**

Minutes will be signed by the Chairman at the first physical meeting of the Parish Council

CM20/158 **PLANNING COMMITTEE**

CM20/159 **To Receive the Monthly Planning Report**  
FB read out the Planning Committee report, which is attached to and forms part of these Minutes.

CM20/160 **To Consider Planning Application 20/09137/TCA, The Jays, 95-96, Bradenstoke, SN15 4EL**  
The Council has agreed that the collective response to Wiltshire will be "No Objections".

**CM20/161 NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP****CM20/162 To Consider and Approve to Appoint Cllr Frank Ball as Chair of the Neighbourhood Development Plan Steering Group**

FB explained that the Chairman of the NDP-SG must be, by way of the TOR's, a member of the Parish Council and item 5a will not require a vote from the Council as FB is the only Member on the NDP-SG at this time.

Motion Lost.

**CM20/163 To Receive a report from the Steering Group**

FB reported that the Steering Group is in the final steps of completing the final draft of the Neighbourhood Plan so the Council will not be looking to replace the one Councillor vacancy on the steering group as it is deemed unnecessary for the final weeks.

**CM20/164 To Consider and approve the final Neighbourhood Plan for Lyneham and Bradenstoke for submission to Wiltshire Council**

Motion Lost due to lack of report availability.

**CM20/165 REPORTS FROM WORKING GROUPS & UPDATES FROM COUNCILORS****CM20/166 Flower Beds Working Group**

The flower bed working group was headed by Gayna Howarth who has now left the Council. The Council would like to extend an expression of thanks for all her efforts over the last year as the work that has been completed really has made a difference in Lyneham and Bradenstoke. The Council will be looking to fill this gap in the coming months to take over the work.

**CM20/167 Allotment Working Group**

There was a plan to get a trailer to the allotments to clear plot 39. As the weather has been wet this work was delayed by a week. Now with the COVID19 2<sup>nd</sup> lockdown, this work has been delayed until December. Agenda item 10 has outlined areas of work that is required to be completed to bring the allotment site back to a reasonable standard. Items include attempting to amend a longstanding drainage issue within the site and into the play park, running a water pipe to connect a second trough on site and to generally undertake a massive clean-up of the surrounding area around the perimeter of the allotments of discarded materials and clear the ditches. See attachment of description of work. The Council will be undertaking work to ensure that the allotment fees that are currently in place are within the market value. The Council will bring forward a report of findings, but it is thought that there has not been an increase in annual fees for an allotment in many years. A nominal upgrade in annual charges may be applied from next year. This will be brought back to the Council for review at the December meeting.

CM20/168      **Open Spaces Working Group**  
Playpark Bradenstoke –

It was hoped that members of the public from Bradenstoke would be willing to plant the 100 (WW1) memorial trees donated to the Council 2 years ago at Bradenstoke Play Park. The Council has been provided a quote for this work to be completed and hopes to complete this task within this year.

There is also an area in the Bradenstoke playground area that has old concrete pads in the ground from the previous equipment that is considered a trip hazard. The Council has asked for a quote to remove these from the area and reseed the space. In the dog walking area in Bradenstoke there are trees on the perimeter that are overgrown and require cutting back and also a gate that requires repair. Outside the dog walking entrance along the road the ditch was dug out by Wiltshire Council leaving the spoils on the verge and disabling our contractor to mow the area appropriately. The Council is looking to level this area again and re-seed as required. Residents have been asking for a solution to the parking area by the dog park subject to Wiltshire Council approval. This is still being researched.

In Lyneham there are areas of the Green that are overgrown, and a quote has been sought to cut these areas back in preparation for spring.

The foot path that is opposite Pound Close is also being reviewed for seasonal cut back and maintenance.

CM20/169      **TO RECEIVE FOR INFORMATION THE CLERKS REPORT.**

An update on the allotments was provided. All contracts have been sent out for renewal agreement. The Council is awaiting a response from 3 residents, all outstanding in confirmation of wishing to renew or to pay for the year. 6 residents have not provided the Council with a signed contract. The Council can confirm that there are currently 6 allotment sites available for use, one of these allotment sites is number 39 and requires the Council to clear it before it may be let out. There is a list of interested residents that would like to consider an allotment. The Clerk will be in touch with those residents once all allotment contracts are confirmed.

The budget is being reviewed and will need to be finalised on 12<sup>th</sup> of January with a view of final sign off of the precept for 2021-22 to be sent to Wiltshire Council by the 18<sup>th</sup> of January.

CM20/170      **TO RECEIVE THE ANNUAL ROSPA INSPECTION REPORT FOR BOTH LYNEHAM AND BRADENSTOKE PLAY AREAS AND AGREE REQUIRED MAINTENANCE**

Received by the Council. The reports will be sent to Aplin's for review and quotes on areas that require repair. Overall, the reports were positive with minimal requirements for attention.

CM20/171      **FINANCE MATTERS**

CM20/172      **To Receive a Report from the Finance Committee**

No Report, there has not been a meeting of the Finance Committee since the last meeting.

- CM20/173      **To Receive for Information, Disbursements made since the last meeting**  
Received.  
Disbursements are attached to and form part of these minutes.
- CM20/174      **To Receive the Bank Reconciliation**  
Received
- CM20/175      **To Note the Conclusion of the Audit for 2019/20**  
Received and posted in the Village Notice Boards and on the website. Thanks was given to the previous Parish Clerk Ann Kingdon for the hard work and attention on the audit that has allowed Lyneham and Bradenstoke to receive the conclusion of audit with success.
- CM20/176      **TO AMEND 6.7 OF THE FINANCIAL REGULATIONS TO INCLUDE THE PAYMENT OF A DIRECT DEBIT TO ICO FOR THE PAYMENT OF THE ANNUAL MEMBERSHIP FEE**  
Proposed FB. Seconded DB. Passed  
**IT WAS RESOLVED THAT 6.7 of the Financial Regulations be amended to include payment by direct debit to the ICO**
- CM20/177      **TO APPROVE THE SIGNING OF THE DIRECT DEBIT MANDATE FOR THE ICO FOR THE PAYMENT OF THE ANNUAL MEMBERSHIP FEE**  
Proposed FB. Seconded DB. Passed  
**IT WAS RESOLVED THAT the signing of the direct debit mandate for the annual payment to the ICO be approved.**
- CM20/178      **TO CONSIDER AND APPROVE THE USE OF RIGHT SIGNATURE FOR ELECTRONIC SIGNATURE AT A COST OF £140 PER ANNUM**  
Proposed FB. Seconded DB. Passed  
**IT WAS RESOLVED THAT the use of Right Signature at a cost of £140 per annum be approved.**
- CM20/179      **TO CONSIDER AND APPROVE 13 CONTRACT EXTENSION WORKS AROUND BOTH VILLAGES**  
Which is attached to and forms part of these Minutes.
- CM20/180      **Work Items Described Under 10.1 and 10.2**  
Proposed FB. Seconded LB. Passed  
**IT WAS RESOLVED THAT the work be approved as described**
- CM20/181      **Work Items Described Under 10.3 and 10.4**  
Proposed FB. Seconded LB. Passed  
**IT WAS RESOLVED THAT the work be approved as described**
- CM20/182      **Work Items Described Under 10.5 – Deferred**  
Motion Deferred.
- CM20/183      **Work Items Described Under 10.6**  
Proposed FB. Seconded LB. Passed

**IT WAS RESOLVED THAT the work be approved as described**

**CM20/184 Work Items Described Under 10.7 – 10.11**

Proposed FB. Seconded LB. Passed

**IT WAS RESOLVED THAT the work be approved as described**

**CM20/185 Work Items Described Under 10.12**

Proposed FB. Seconded LB. Passed

**IT WAS RESOLVED THAT the work be approved as described**

**CM20/186 Work Items Described Under 10.13**

Proposed FB. Seconded LB. Passed

**IT WAS RESOLVED THAT the work be approved as described**

**CM20/187 TO CONSIDER AND APPROVE AN APPLICATION FOR A GRANT OF £5,000 AS A CONTRIBUTION TOWARDS THE COST OF REPLACING THE ROOF ON THE VILLAGE HALL OUT OF THE SPECIAL PROJECT EARMARK**

Due to a Declaration of Interest FB stepped away from this agenda item and a temporary Chair was chosen

Proposed FB. Seconded MR. Passed

**IT WAS RESOLVED THAT Cllr Liam Broughton stand in as Chair for this agenda item.**

Both RG and FB did not participate in the discussion.

Proposed LB. Seconded MR. Passed

**IT WAS RESOLVED TO approve the Grant Application of £5,000 to the Village Hall under Section 133 of the Local Government Act 1972 and for the Expenditure to come from the Special Project Earmark**

RG and FB returned to the meeting and FB resumed the Chair

**CM20/188 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**

Invitation to the Army Engagement was sent out

**CM20/189 TO CONSIDER ITEMS OF MAINTENANCE**

None.

**CM20/190 KEY MESSAGES**

There are vacancies on the Parish Council

**CM20/191 NEXT MEETING.**

The next meeting will be held on Tuesday 8<sup>th</sup> December 2020 at 7:30pm. Unless otherwise notified, this and all subsequent meetings will be 'virtual' meetings in accordance with the current legislation, up to and including 5<sup>th</sup> May 2021.

Meeting Closed 20:48

## Summary of Public Participation Section

Parish Council Chairman, Cllr. Frank Ball, opened the meeting at 7:32pm and invited participation from the public.

### **Report from Wiltshire Council**

Wiltshire Councillor, Allison Bucknell, has submitted a written report, which will be placed on the website. Wiltshire Councillor, Allison Bucknell, was present at this meeting. Lights have now been turned on at the pedestrian crossing near MOD Lyneham.

### **Report from the MOD**

Major Iain McDavid from the MOD was present at this meeting. Maj McDavid told the meeting that MOD Lyneham is staying staff during the lockdown.

### **Wootton Bassett Police Report**

The report will be placed on the website. Allison Bucknell reported that WC Area Board will be talking to the Police shortly regarding police reports and related.

### **Other Public Items discussed**

The Council had received a number of questions from the public, each from a previous Councillor. All questions had been responded to prior to the meeting and answers placed on the website. FB read through the questions and the answers from the Council.

Having concluded, the Chairman moved to commence the Parish Council Meeting.

All supporting documentation is available on the Parish Council's website for the relevant meeting, or via the Clerk.

These minutes are accepted as a true and accurate record: -

Signed f ball

Date \_\_\_\_\_



LYNEHAM & BRADENSTOKE PARISH COUNCIL MEETING – FULL COUNCIL MEETING 10<sup>th</sup> NOVEMBER 2020  
ON-LINE PAYMENT SCHEDULE

Reference or Cheque No	Date	Payee	Invoice No	Purpose	Amount*	VAT
Receipts						
		Allotment Monies Received – Various		2021 Allotment Tenancies	£306.00	
Payments						
2010023	02.11.2020	Elizabeth Martin	Salary	October		
2010024	02.11.2020	Kevin Iles	Invoice 3142	Grass Cutting September	£1000.00	
2010025	02.11.2020	Kevin Iles	Invoice 3162	Grass Cutting October	£500.00	
2010026	02.11.2020	Charlton Baker	Invoice 37859	Payroll Services 2 Quarters ended 30 <sup>th</sup> September 2020	£87.50	Y
2010027	02.11.2020	Kevin Franklin	Invoice 0064	Fell One Large Dead Willow by the Pond Calne Rd	£375.00	
2010028	02.11.2020	Liam Broughton	E0800CHFOG	Microsoft Teams October	£46.22	Y
2010029	02.11.2020	Liam Broughton	E0800CHMXV	Microsoft Teams October	£11.28	Y
Forthcoming Approved Payments (not included on Reconciliation) – Paid 12/Oct						
2010030	29.10.2020	RoSPA	Invoice 52223	Annual Playground Inspection	£360.00	Y
2010031	13.10.2020	Nest		Pension Payment		

Approved ..... *f. ball* .....  
PLEASE PRINT NAME – Cllr Frank Ball  
Minute Number –

FRANK BALL  
Approved .....  
PLEASE PRINT NAME

\*VAT INCLUDED

Sub-Item	Location	Description Of Work	Cost
10.1	Village Hall & next to Mallard pub, Church Farm Mews	To cut down vegetation & remove next to Village Hall & next to Mallard pub. To cut back laurel bushes at Church Farm Mews & remove. To strim both sides of footpath bordering MOD site.	£450
10.2	Mallard pub	To cut back approximately half of vegetation laurel/brambles etc., at the Mallard pub & remove.	£200
10.3	Dog Field	Uplift all Shrubs/Trees to allow for mowing & take away cuttings. To straighten metal gate post & adjust gate to fit	£250
10.4	Between dog field ditch & road	To supply digger & to level & take away soil diggings from ditch & re grass seed	£350
10.5	Dog Field	To make 2x Pull-in parking spaces in grass verge outside dog field would be in the region of £800 depending on specifications for compacted hardcore only	£1000
10.6	Playing Field	To dig out old concrete foundations from old swings etc. & take away mound of soil. Supply approx. 2 tonnes of topsoil & re-seed	£200
10.7	Allotment/Playing Field Gate & Ditch	To supply digger & labour to clear ditch from leylandii hedge to other side of perimeter fence & cut back large hedge willow etc. To supply & fit approx. 5mtrx30cm of pipe in front of allotment gate & fill with hardcore & compact	£400
10.8	Water pipe allotments	To supply mini digger & labour & materials. To dig trench from mains water inlet to other end of allotments through grass path. Supply & fit water pipe, fittings & tap. Back fill trench	£400
10.9	Soak-away, Church Park end of allotments:	To supply mini digger & drainage pipe & labour. To dig trench to the Lillybrook/Ditch fit pipe & back fill trench	£150
10.10	Path to allotments:	To cut back side and top of hedge to approx. 6ft & take away cuttings, also remove old metal gate	£150
10.11	Cut down vegetation Church Park end of allotments	depending on how much left from allotment holder's clean-up, approx. £200-£400	£400
10.12	Tree planting approx. 100 Trees	depending on size? - just a slit with a spade or dig hole £100-£300	£300
10.13	Village Notice Board	To fill in small steps on path, make it a ramp, dig out soil, supply & lay concrete pad in front of notice board	£150
		<b>TOTAL</b>	<b>£4,400.00</b>





## Lyneham and Bradenstoke Parish Council

### Planning Committee Report

Date: 2<sup>nd</sup> November 2020

This report does not include any applications or decisions made in the last 5 days. Verbal updates will be provided at the Parish

The Planning Committee of Lyneham and Bradenstoke Parish Council has not had to meet over this past month

*The Planning Committee of Lyneham and Bradenstoke Parish Council has not had to meet over the past month*

### New Applications Received in the Parish since the last meeting

These are application that have been made to and accepted as valid by Wiltshire Council, the Planning Inspectorate or the Secretary of State and are open to Consultation

[20/09137/TCA](#)     The Jays, 95 - 96, Bradenstoke, SN15 4EL  
Re-pollard 1 Weeping Willow Tree Back to Previous  
Pruning Points, Fell 2 Norway Spruce, 4 Ornamental  
Softwoods, q Softwood and 2 Bay Trees

### Decided Applications since the last meeting

These are applications that Wiltshire Council, the Planning Inspectorate or the Secretary of State have made a decision.

[20/07163/FUL](#)     6 Barton Close, Bradenstoke  
Proposed first floor rear extension

*[Approved with Conditions]*

[20/06042/FUL](#)     6 Argosy Road Lyneham, SN15 4AP  
Second storey side extension, single storey front, side  
and rear extensions.

*[Approved with Conditions]*

[20/06042/FUL](#) 6 Argosy Road Lyneham, SN15 4AP  
Second storey side extension, single storey front, side and rear extensions.

*[Approved with Conditions]*

[20/06348/TPO](#) The Ferns Bradenstoke, SN15 4 EX  
Up to 25% Reduction to Side Branches Overhanging "The Beeches" Garden and 10% Crown Thin to 6 Beech Trees

*[Approved with Conditions]*

[20/05978/FUL](#) Abbey View Cottage, Bradenstoke  
Single Story Rear Extension

*[Approved with Conditions]*

[20/07084/FUL](#) 54 Slessor Road, Lyneham, SN15 4ED  
Change of use from C3 dwelling house to B1 office use and to include alterations to adjoining rear car parking area (614msq approx.) to be incorporated for storage B8 & car parking use. Office for local supply chain administration and management team for the maintenance of the local service family accommodation at MOD Lyneham

*[Approved with Conditions]*

### **Open Applications (Still awaiting Decision)**

These are application that Wiltshire Council, the Planning Inspectorate or the Secretary of State have yet to make a decision.

[20/07462/TCA](#) 116 Bradenstoke  
30% reduction of a Walnut Tree

*[The Parish has responded with No Objections]*

[20/07075/VAR](#)

Park Farm Bungalow Barton Close, Bradenstoke 6  
Barton Close, – Removal of Agricultural occupancy  
condition 2 on planning ref 1990

*[The Parish has responded with No Objections]*

[20/07453/FUL](#)

Land to the rear of the White Hart Inn, Chippenham  
Road, Lyneham, SN15 4PB  
Erection of a 7 dwellings and associated works

*[The Council would like to be assured that a comprehensive and workable drainage mitigation plan is completed and in place prior to authorisation of the application. to prevent chemicals and other contaminants entering the gullies and damaging the registered green.*

*The Council is concerned about the safety aspects of the road coming from the car park coming onto the Calne Road. Is there a suitable road safety plan in place or being considered for the completion of the project? The Council would ask Wiltshire to require a traffic management plan for the period of construction and a final traffic/road plan for road safety for the permanent works.*

*It is essential that the trees are retained and looked after during and through the build. There are several preservation orders in place for trees on the Green. The Council would ask that these are acknowledged and respected throughout the build.*

*There is a concern that the development is a mix of residential and office development. The Council would ask that the reasoning for the mix of property be formally acknowledged.]*

[20/07388/FUL](#)

Millstones, Bradenstoke, Wiltshire, SN15 4EW  
Replace brown UPVC French Doors at back with  
same. Replace wooden back door with brown UPVC  
door. Replace wooden side garage door with UPVC  
door. Replace roof over oil tank add slight slope. Build  
ramp to rear French Doors for wheelchair access and  
put paving round house for wheelchair access.

*[The Parish has responded with No Objections]*

[20/08209/FUL](#)

Prospect Cottage, 79 The Green, Lyneham  
Erection of 2no. dwellings (Plot A and Plot B) on Plot 2  
of planning permission ref; 16/09372/FUL

[The Parish has responded with No Objections]

### Non-Statutory Consultations

These are Consultations that are “voluntarily” given but are rolled out by UK Government Policies, such as Telecoms, road repairs, etc and as such we have no statutory input.

None

### Withdrawn Applications

These are applications that the applicant has withdrawn but may be resubmitted at a later date.

None

### Future Applications

These are applications that have yet to be submitted to Wiltshire Council or the Planning Inspectorate for consideration.

Green Farm

As notified at a Council meeting by Councillor Bucknell, it is understood that Gladman’s have appealed the refusal. However, despite checking with the Planning Inspectorate, they confirm that they are yet to receive a valid appeal application, but a request has been made for the correct submission.

Consequently, we are not able to update on if the application has or has not been processed or if it will proceed or not.

### Updates: -

*We will give an update each month, and we will post information on the Parish Councils website.*

Signed f ball

Signed \_\_\_\_\_

Date 26 October 2020



## Queries-Comments from the Members of the Public

Asker	Question	Response
Mr T Darch	<p>In respect of Item 3 of the agenda for 10<sup>th</sup> November 2020, <i>Approval of the previous minutes</i>.</p> <p>I would like to refer you to</p> <ul style="list-style-type: none"> <li>Minute number CM20/150, <i>Receive a Budget Update</i>.</li> <li>Supporting document 11c of the meeting of the 13<sup>th</sup> October 2020 that CM20/150 refers to.</li> </ul> <p>I would like to formally request that you clarify to the public what the grant for £10000 is for, where it was from and what condition are attached to it.</p> <p>This was not made known or declared to the public or the councillors at the meeting of 13<sup>th</sup> October 2020 and there are concerns as to what it is, where it is from and what is it for.</p> <p>You public clarification would be welcomed.</p>	<p>The Council has received a COVID-19 Grant as part of the Government Small Business Grant. This grant has been received as the Council is the registered owner and ratepayer for the public toilets in Lyneham.</p> <p>The Council had been informed that it may be eligible, applied and is now in receipt of the money. This receipt was reported in the finance section of the meeting.</p> <p>At this time the Council is not in possession of formal conditions. However, this grant is part of the national granting framework as part of its response to COVID-19.</p> <p>At this time the Council is retaining the money in Earmark / Reserves and will discuss its use as part of the budget or shortly thereafter. All decisions on the money will be made in the public arena.</p>
Mr T Darch	<p>In respect of Item 11 of the agenda for 10<sup>th</sup> November 2020, <i>Village Hall Grant</i>.</p> <p>I would like to refer you to</p> <ul style="list-style-type: none"> <li>Minute 7.5 of the 14<sup>th</sup> January 2020.</li> <li>Precept Budget 2020/21.</li> </ul> <p>It is appreciated that a grant to the Village Hall would be most welcome, however I do wish to query the source of funding, coming from the Earmarked Reserves.</p> <p>These Earmark Funds were voted on and adopted on at the Meeting of</p>	<p>The Council holds a Special Projects Earmark. Should the funds be approved then they will be spent from this Earmark.</p> <p>The two other Earmarks you refer to will either be rolled over or cancelled at year-end depending on the final outcome of need. This is standard practice.</p>

	<p>14<sup>th</sup> January 2020, I know that two items are no longer required, namely £2000 earmarked for the Holloway (Now not viable due to DIOs refusal) and £2000 from the Bradenstoke Junction Lights (Funded by the Solar Fund in full). The other items are still required, the £2000 for CATG Project contributions (The lights outside of the main camp entrance), which according to the past and current accounts have still to be billed to the PC and, of course, the Ring Fenced NDP funding.</p> <p>This indicates that there is only a surplus of £4000 that could be transferred back to the General Funds for use for this Section 133 grant, leaving a shortfall of £1000.</p> <p>Could you please explain why surplus funds have not/are not being transferred from Earmarked Fund to General Fund, why the Section 133 grant is not being made from General Funds and if you are intending to take funding from the Earmark Funds, where the shortfall of £1000 will come from.</p>	
Mr T Darch	<p>In respect of Item 10 of the agenda for 10<sup>th</sup> November 2020, <i>Delegation under Section 101 para 1(a)</i>.</p> <p>I take note of the subset sheet for this item, and would like to raise the following question</p> <p>Section 101 para 1(a) states</p> <p><i>“Arrangements for discharge of functions by local authorities.</i></p> <p><i>(1) Subject to any express provision contained in this Act or any Act passed after this Act, a local authority may arrange for the discharge of any of their functions—</i></p> <p><i>(a) by a committee, a sub-committee or an officer of the authority;”</i></p> <p>It is therefore assumed that due to the value of the whole contract works (£4,400 + VAT) you are wishing to either arrange for this to be delegated to</p>	<p>The list of amendments to current contract are listed on the agenda for individual approval. As the current planned work items are estimates the maximum level of each quoted item will be approved and delegated to the Clerk so that, hopefully, a lesser amount may be achieved when the work takes place.</p> <p>This step has also been taken to provide transparency to the work and to assure the public that the Council will not be approving the higher end of each quote arbitrarily.</p> <p>The delegation of spend to an Officer under Section 101.1a does not affect any of the limits mentioned in the question. The delegation limits listed in both the Finance Committee Terms of Reference and the Finance Regulations are limits to spend without authority being given on such an item by Full Council.</p>

	<p>either the Finance Committee or to the Proper Officer (Parish Clerk), as there is not agenda Item for the formation of a specific committee to deal with this matter.</p> <p>I wish to remind the Councils that under the Terms of Reference for the Finance Committee (See Para 10) (<i>notwithstanding the Model Finance Regulations</i>) there is an absolute delegation for £2000, the Parish Finance Committee ToRs has this restriction inbuilt to protect the parish as a whole, and thus overrules the Finance Regulations. This can only be undone by a deliberate and conscious vote by the full Parish Council and as this is not an agenda item so it is not possible for the delegation to the Finance Committee to be valid.</p> <p>Therefore, this indicates that the delegation would be made to the Proper Officer (Parish Clerk). At present there are no safeguards in place, such as “Scheme of Delegation”, etc., to allow for this occur, none of the work is emergency, so this would exceed the adopted limit of £1500 permitted in the Adopted Finance Regulation, so it is not possible for the delegation to the Proper Officer (Parish Clerk) to be valid.</p> <p>When the Parish voted on the various Finance Terms of Reference, Financial Regulation limits and Proper Officer (Parish Clerk) limits, it was done so to ensure that full public discussion and full council voting had to take place for any item (or consolidation of times) over £2000. This was to ensure that the Parish Council, as a whole, would be accountable and that there was full transparency to the public.</p> <p>It is fully appreciated that once finance has been authorised, the Parish Clerk would oversee the works being carried out, and that this automatic without delegation</p> <p>Therefore, could please explain to the public and the council how Section 101 para 1(a) applies in this instance, without changes to other financial protecting policies of the council.</p>	<p>However, Full Council may, under S101.1a, delegate authority to spend any amount to either a Committee or an Officer. This is not an absolute delegation limit in either case.</p> <p>This approach has been validated with the SLCC and WALC.</p>
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Mr T Darch	I would also like to thank the Parish Council for ensuring that the minutes from the previous meeting were made public in accordance with the councillors commitment to the parishioners and that the agenda and all the supporting documents were placed correctly and in accordance with UK Governments <i>"Transparency code for smaller authorities"</i>	The Council has experienced some issues with the website and continually looks to improve its dissemination of information to the public. Thank you for your message of support.
Ms G Howarth	<p>Please can you tell me why the draft minutes say the last meeting began at 8.21PM.</p> <p>When in the video, the chairman says the meeting started at 8PM?</p>	<p>This is because the public participation section of the evening is not officially minuted or considered an official part of the meeting.</p> <p>The actual formal Full Council Meeting began at 8:21pm. The live stream started around 8pm for the public participation section, which is why it is mentioned by the Chairman.</p> <p>Questions from the public sent prior to the meeting are placed on the website and may be read out at the meeting. Questions or comments from the public made during the Public Participation section or as written questions prior are recorded with the minutes but do not form part of the official minutes. This is standard practice.</p>
Mr K Webster	Will the 13 items detailed in the document 10 - <a href="#">KI QUOTES NOV 2020</a> relating to item 10 in the agenda be put out to tender to local businesses and trades people or has it already been allocated?	The work items included in Agenda Item 10 are amendments and/or additions to the work we have in place with the Contractor and therefore are not being sent out for tender.