



Tisbury Parish Council - Notice of Meeting & Agenda

**All Councillors are hereby summoned to participate in the Ordinary Meeting of the Parish Council at 7.00 pm on:
Tuesday 3rd October 2023**

26/09/2023

Notes:

- a. The meeting will be held in the Reading Room, High Street, SP3 6LD
- b. Agenda papers will be available on the Tisbury PC website:
www.tisbury-wiltshire-pc.gov.uk
- c. The Chairman will confirm if any part of the meeting may not be filmed, photographed, or audio recorded. If any member of the public has an objection to being filmed, photographed or audio recorded, please would they make themselves known to the Chairman or the Parish Clerk before the start of the meeting.

Residents may also join the meeting virtually by using the link below:
Google Meet Video call link: [/https://meet.google.com/hbz-gbby-mwv](https://meet.google.com/hbz-gbby-mwv)
The link will become active at c.6:50pm.

Questions or Statements

A short period of time will be set aside prior to the start of the meeting for questions or statements from members of the public on any matters concerning the village; each person speaking for no longer than 3 minutes.

Please note that any question requiring an answer which needs to be researched will be noted and included on the agenda for the following meeting.

Statements will be noted at the meeting, but no discussion will take place unless the topic is on the agenda; any discussion will take place during the agenda item.

Report from Wiltshire Councillor Richard Budden - [see document](#)

AGENDA

102.23 Apologies

To receive apologies for absence.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

103.23 Declarations of Interest:

Any Councillor wishing to declare interests should do so at this point:

- a. Declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests.
- b. Declarations of disclosable pecuniary and non-pecuniary interests not previously declared in the Register of Interests.
- c. Dispensations: if required.

104.23 Resolution of Minutes - [see document](#)

To approve the Minutes of the Ordinary Meeting held on Tuesday 5th September 2023.

105.23 Planning and Tree Works Applications ([with response date deadlines](#))

PL/2023/07277 Wild Rose Cottage, Chicksgrove Lane, Tisbury - Single storey rear extensions & conversion of existing Store & Garage ([by 02/10/23](#))

PL/2023/07722 17 Hill Close, Tisbury - T1 & T2 - 2 x Silver Maple trees - reduce height and spread by up to 3m ([by 03/10/2023](#)).

106.23 Planning Application Decisions

To note the decisions on recent applications.

107.23 Finance – External Auditor’s Report and Insurance - [see documents](#)

- a. Annual Governance and Accounting Report (AGAR)
 - i. To note the PKF Littlejohn External Auditor’s report and Certificate for year ending 31st March 2023.
 - ii. To confirm that the ‘Conclusion of Audit’ notice and AGAR documents are displayed on the Notice Board and website.
- b. To approve a quote from Gallagher’s of £394.64 for the annual insurance to be provided by Hiscox for the King Georges Field, Tisbury.
- c. To consider a recommendation from the Environment Committee that monies held and spent during the year for the Children’s Community Garden be managed by the Clerk through petty cash in sums up to £100 per month.

108.23 Finance - Approval of October Financial Information - [see documents](#)

- a. Retrospective payments made from 01/09/2023 to 30/09/2023
- b. Faster Payment transactions for October
- c. Current Account bank reconciliation to 30th September 2023
- d. Petty Cash reconciliations to 31st August 2023
- e. Budget to Actual Report to 30th September 2023
- f. To approve the transfer of £1,265 received from Groundwork to the Earmarked Reserve for the Neighbourhood Plan Revision.

109.23 Strategic Planning – see documents

- a. To ratify an email sent by Councillor Campbell Richie of Malmesbury Town Council to Wiltshire Council Spatial Planning Officers and the Cabinet Member of Strategic Planning on behalf of the Wiltshire Area Localism and Planning Alliance (WALPA), including Tisbury Parish Council, setting out questions on the Draft Local Plan which are pertinent to those towns and parishes with Neighbourhood Plans.
- b. To consider a report from Councillor Murray regarding the Council's response to the consultation on the Draft Local Plan.
- c. To note a Wiltshire Council Report following a Peer Review of the Planning Department which proposes a reorganisation of the Planning Department.

110.23 Consultations - see links and documents

- a. To ratify a response to the Department for Environment, Food and Rural Affairs consultation on Protecting Hedgerows:
<https://consult.defra.gov.uk/legal-standards/consultation-on-protecting-hedgerows/>
- b. To consider a response to the Wiltshire Local Plan consultation:
<https://consult.wiltshire.gov.uk/kpse/event/6565FF19-695C-4721-B19F-3226D666441E/section/6227420>

111.23 Environment Committee – see documents

- a. To receive a short verbal report from Councillor Buck on the recent meeting.
- b. To receive and note the Minutes of the Environment Committee for meetings held on Tuesday 18th July and Tuesday 15th August 2023.
- c. To consider and approve the changes to the Terms of Reference for the Environment Committee.

112.23 Environment Committee recommendations:

To consider the following recommendations:

- a. That the Council meets with the Wiltshire Wildlife Trust to formulate a proposal for a survey to be completed on the potential for work to be carried out to the River Nadder upstream of Tisbury to alleviate flood risk to houses in Tisbury.
- b. Subject to the agreement and outcome of the above, that the Council considers the submission of a grant application to the Department for Environment, Food and Rural Affairs to fund the identified work prior to the deadline in early November.
- c. That the Council seeks information from the Environment Agency on the installation of additional gauges in the River Nadder upstream of Tisbury.
- d. That the Council in partnership with Wessex Water and volunteers sets up a sampling point for testing the quality of the water from the storm overflow in Lower Recreation Ground.
- e. That the Council funds a winter Pruning Workshop to be held within the Community Orchard.
- f. That the Council supports the Nadder Community Energy Warm and Well Initiative in communicating its message and raising awareness of it on social media

113.23 Website Development

To approve the setting up of a short-term Working Group and the councillors who will be members of it with the purpose of agreeing the design, content and hosting of the Council's new website with the aim of producing an initial website within 3 months.

114.23 Approval of Risk Assessments and Policy - [see documents](#)

- a. Risk Management Policy
- b. Risk Assessment for Speed Indicator Device
- c. Risk Assessment for the Community Orchard in view of it being overseen by volunteers from the Children's Community Garden

115.23 Representative Reports

To receive verbal reports from Councillors on meetings of local organisations for which they are the Council's representative.

116.23 Items for Information - [see documents](#)

- a. Clerk's report providing information on agenda items, recent issues and work completed.
- b. Report on South West Wiltshire Area Board.
- c. Report on Health & Wellbeing Board.

117.23 Items for Next Agenda

- a. First draft of Budget for 2024/25
- b. Emergency Plan

118.23 Date of next meeting:

To approve the date of the next meeting as Tuesday 7th November 2023 at 7 pm at the Reading Room, High Street, Tisbury.