**TOCKENHAM PARISH COUNCIL**

Thursday 4th January 2018

Dear Councillor,

You are summoned to a Meeting of the **Tockenham** **Parish Council,** which will be held on **Tuesday 9th January 2018** in the **Village Hall, Tockenham** at 7.00 p.m.

**Danielle Crawford**

Tockenham Parish Clerk

**NOTICE OF MEETING – Public Notice of the meeting is given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.**

**Public Question Time –** an opportunity for members of the public to address the Council on any Council matter before the meeting commences. (Limited to 10 minutes)

**Reports from Wiltshire Councillor**

**Report from Wiltshire Police, if any.**

**AGENDA**

**1. Apologies for absence**

**2. Declarations of Interest – in accordance with Wiltshire Council’s Members Code of Conduct, as adopted July 2012.**

**3. Minutes –** To receive and sign as a true record:-

Minutes of the meeting of the Parish Council held on Tuesday 5th September 2017

**4. Clerks Report**

1. Parish newsletter - 8 January 2018.
2. Clean up Wilts supporting the Great British Spring Clean
3. Lyneham Track Days - update from meeting of 5th Jan
4. Cllr Wayman's Jan Newsletter
5. Mobile Library Schedule
6. Flood Warden Newsletter Winter 2017/18

**5. Planning Application**

None received

To Note, Local Plan Review Update

**6. Finance and Administration** – To consider financial matters and to receive notification of any further matters for consideration.

To formally set both the Council Budget 2018-2019, and the 2018-2019 precept

**a) Invoices**

i) Clerks Salary – December 2017 January 2018 £183.33

ii) HMRC Clerk PAYE – December 17 January 18 £50

iii) Clerk Stationery, Paper and printing costs £30

To Note, Cheque for Transparency Code Website Grant approved and a balance of £1,059 to be provided to the Council for a Website and IT equipment update.

HMRC VAT return payment has been received 3.11.17 £1,428.36

To note Bank balance as at 24th November 17 to be £16,442.64

**7. Highway Matters**

1. Revised Issue for CATG - update
2. Update on Flexible bollards and footpath steps
3. Update - Greenway signs
4. Update on tasks for Parish Steward, Programme of Visits Winter 2018
5. Outstanding Potholes
6. Update on ditch/flooding at Primrose Hill
7. Section 96 Licence - to completed
8. Temporary Closure of: A350 (Part), A429 (Part) and M4 Roundabout, Junction 17, Kington Langley and Stanton St. Quintin (Revised Dates)

**8. Neighbourhood Area Plan / Parish Plan –** Update to be received from Councillors,

To Approve Terms of Reference and Consultation Stratergy

To note NFU report on getting planning right

**9. Play Area –** No Update received

**10. Area Board –** Update on last meeting to be received from Councillors.

**11.** **Councillors Reports and Items for Next Meeting,** which cannot be dealt with by the Clerk and which do not require a policy decision other than referral to the next meeting.

**11. Date of Next Meeting –** The next Ordinary Meeting of the Council is scheduled for 6th March 2018, 7.00 p.m.