

LUCKINGTON AND ALDERTON PARISH COUNCIL

The Vicarage, Green Lane, Sherston, SN16 0NP

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Members of the public are welcome to attend the meeting of the Luckington and Alderton Parish Council to be held on **Wednesday 8th September 2021 in Luckington Village Hall at 7:30pm** for the purpose of transacting the following business.

AGENDA

1. Apologies for absence
2. Declarations of interest
3. Members of the public are invited to address the Council on Agenda items
4. Public question time
5. To confirm the end of the period of emergency delegated authority to the Clerk (13th May – 31st August 2021, during which there was a cessation of meetings due to COVID restrictions), and review as necessary.
6. Approve Clerk report for the period, including the following record of decisions made and correspondence received:

I) Planning applications:

- a) [PL/2021/04502](#) Luckington Manor tree work (deadline 9th June): NO OBJECTIONS
- b) [PL/2021/04511](#) Forge House, Alderton, conversion (deadline 8th June): NO OBJECTIONS (with comment)
- c) [21/02263/FUL](#) Cobar Chase, Luckington, revised plans (deadline 16th June): NO OBJECTIONS
- d) [PL/2021/05353](#) 3 Chapel Row, Luckington (deadline 16th June): NO OBJECTIONS
- e) [PL/2021/04234](#) The Bungalow, Brookend (deadline 24th June): NO OBJECTIONS
- f) [PL/2021/04756](#)- Brookend Farm, Brook End; Upgrading of existing septic tank with new Mini Sewage Treatment Plant (deadline 9th July): NO OBJECTIONS
- g) [PL/2021/05009](#)- PALM COURT, SOPWORTH LANE, LUCKINGTON; Proposed conversion of loft space and rear dormers (deadline 16th July): OBJECT (with comment)
- h) [PL/2021/05247](#)- YEW TREE COTTAGE, CHAPEL ROW, LUCKINGTON; Two-storey extension to southern gable and extension of existing rear lean-to. Associated landscaping including removal of two trees (deadline 22nd July): NO OBJECTIONS
- i) [20/11143/CLE](#): Shallow Brook, Sherston Road, Luckington SN14 6PH; Use of land for grazing and riding horses (deadline 27/07/21): NO OBJECTIONS

II) Payments for the period May-August, as provided in the attached summaries.

III) Submission of end-of-year accounts and certificate of exemption to PKF Littlejohn on 02/07/21, and publication of notice of access online.

IV) Correspondence received:

- a) Salt bins audit and PEA request form (27/05/21).
- b) Wiltshire Council Briefing Notes: leisure centres (21-07, 28/05/21), bus services (21-08, 08/06/21), temporary pavement licenses (21-09, 17/06/21), meetings during the pandemic (21-10, 06/07/21), Council mowing policy (21-11, 06/07/21), Substantive Highways Scheme (21-12, 15/07/21), Purdah guidance (21-13, 20/07/21).
- c) Email conversations with Marilyn Impey in regards to gravestone and with Revd Susan Harvey in regards to the mis-identification of a burial location.

7. Matters arising from the record above.

8. Correspondence received (since 1st September):
 - a) Sheila Burridge re. tree planting (01/09/21)
9. To review and comment on planning applications:
 - a) [PL/2021/07852](#). Forge House, The Street, Alderton, Chippenham, SN14 6NL: Conversion of rural building to create a single dwelling.
10. Update on Financial Issues
 - a) To agree payments as listed in the attached financial summary
 - August grass cutting
 - Luckington Village Hall bookings
 - Clerk training budget/precept
 - b) To review/approve PAYE process for the Clerk
 - c) To approve new payment method for Microsoft Office subscription
11. Cemetery update and burial process review
12. Fingerpost update
13. Highways update
14. Luckington Lives Project
15. Report from outside meetings
16. Items for next meeting Agenda and any other business, for information only

The next meeting of the Luckington & Alderton Parish Council will be held on 13th October at 7.30pm in Luckington Village Hall.

Luckington and Alderton Parish Council Financial Data as at 31st August 2021

Bank Account Balances

Barclays Current Account	16,904.01
Barclays Premium Account	2,853.95
Total	<u>19,757.96</u>

Payments to be made

Grass cutting (JD Estate & Garden Management)	336.00
Luckington Village Hall invoice	100.00
Clerk training on budgeting/precept	36.00

Clerk's salary to be paid by STO

Clerk's Salary - Sept 2021	335.70
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Total Payments Due end September 2021	<u>807.70</u>
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LAPC Bank Reconciliation 31st August 2021

Barclays Current Account	16,904.01
Barclays Business Premium Account	2,853.95
	19,757.96

Less unpresented cheques and payments	0.00
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Balance as at 31st August 2021	<u>19,757.96</u>
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Opening Balance - 1st April 2021	14,593.52
Plus Receipts	10,173.43

Less Payments	-5,008.99
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Closing Balance - 31st August 2021	<u>19,757.96</u>
Difference	0.00