

## TOCKENHAM PARISH COUNCIL

March 2025

Dear Councillor,

You are summoned to a Meeting of the **Tockenham Parish Council**, which will be held on **Wednesday 12<sup>th</sup> March 2025** at 7:00p.m. in the Village Hall.

*Emily Bourne*

Emily Bourne  
Tockenham Parish Clerk

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**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

#### AGENDA

1. **Apologies for absence.**
2. **Declaration(s) of Interest** - In accordance with the Parish Councils (Model Code of Conduct) Order 2001 and revised (Model Code of Conduct) Order 2007.
3. **Minutes** – Members had previously been circulated with the draft minutes and notes. The Council to approve as a true record the Minutes of the Parish Council Meeting held on 8<sup>th</sup> January 2025.
4. **Clerk's Report**  
All previously circulated, items sent for information only and will not be discussed at meeting unless any queries:-
  - Wiltshire Council Town and Parish Council Update – 4<sup>th</sup> January 2025
  - Wiltshire Council Latest Update – 4<sup>th</sup> January 2025
  - Extra is needed for continued investment in policing - how much would you be prepared to pay? – 6<sup>th</sup> January 2025
  - Wiltshire Council Latest Update – 6<sup>th</sup> January 2025
  - Wiltshire Council Town and Parish Council Update – 6<sup>th</sup> January 2025
  - Minutes for Northern Area Planning Committee – 6<sup>th</sup> January 2025
  - Cost of Living Support Flyer – 8<sup>th</sup> January 2025
  - Thermal Imaging Cameras – Email from Wiltshire Councillor Allison Bucknell – 9<sup>th</sup> January 2025

- Wiltshire PCC left with 'little choice' to ask for precept rise to plug policing budget gap – 9<sup>th</sup> January 2025
- Police and Crime Commissioner's Precept consultation survey 2025 - Use Your Voice! – 9<sup>th</sup> January 2025
- Wiltshire Police propose to save additional £5.2m in 2025/26 – 9<sup>th</sup> January 2025
- Devolution update: Dorset, Somerset and Wiltshire Councils confirm support for Devolution Priority Programme – 10<sup>th</sup> January 2025
- Wiltshire Council Latest News – 10<sup>th</sup> January 2025
- Letter from the Police and Crime Commissioner and Chief Constable of Wiltshire Police – 10<sup>th</sup> January 2025
- Wiltshire Council Town and Parish Council Update – 10<sup>th</sup> January 2025
- RWB&C Community Safety Group Notes – 11<sup>th</sup> January 2025
- Briefing Note 25-01 Electric Refuse Collection Vehicle (eRCV) trial – 13<sup>th</sup> January 2025
- FACL Family Skills Course in Calne: Helping My Child Build Concentration and Resilience – 13<sup>th</sup> January 2025
- Agenda for Northern Area Planning Committee – 14<sup>th</sup> January 2025
- Wiltshire Councillor Speed Survey – 14<sup>th</sup> January 2025
- WALC: Chairs Network – 15<sup>th</sup> January 2025
- WALC – January 2025 Newsletter – 15<sup>th</sup> January 2025
- Feedback from Defib Training – 15<sup>th</sup> January 2025
- Flood Warden Newsletter Winter 2024-25 – 15<sup>th</sup> January 2025
- Age UK Wiltshire Newsletter – 15<sup>th</sup> January 2025
- Consultation on Cranborne Chase National Landscape Draft Management Plan 2025-30 – 16<sup>th</sup> January 2025
- CIL Guidance Notes 2025 – 17<sup>th</sup> January 2025
- Wiltshire Council Town and Parish Council Update – 17<sup>th</sup> January 2025
- Wiltshire Council Latest News – 17<sup>th</sup> January 2025
- Wiltshire Bobby Van You are invited to our expert series in Cyber Crime Insights – 18<sup>th</sup> January 2025
- Time running out for residents to have their say on policing precept – 21<sup>st</sup> January 2025
- TTRN urgent closure of C120 (Part), Tockenham - 22/01/25-24/01/25 – 21<sup>st</sup> January 2025
- From the PCC's Desk - Keeping Councillors Informed - Issue #8 – 22<sup>nd</sup> January 2025
- Temporary Closure of: A3102 (Part) and South View, Lyneham and Bradenstoke (18.03.2025) – 22<sup>nd</sup> January 2025
- Royal Wootton Bassett and Cricklade Area Board – 22<sup>nd</sup> January 2025
- Storm Éowyn update – 23<sup>rd</sup> January 2025
- Temporary Closure of: A3102 (Part), Royal Wootton Bassett (11.03.2025) – 23<sup>rd</sup> January 2025
- Wiltshire Council Town and Parish Council Update – 24<sup>th</sup> January 2025
- Wiltshire Council Latest News – 24<sup>th</sup> January 2025
- Planning Town and Parish Council Forum – 27<sup>th</sup> January 2025
- Flooding Update – 27<sup>th</sup> January 2025
- Flood Warnings in Wiltshire – 27<sup>th</sup> January 2025
- Celebrating Age Wiltshire - Concert at Cricklade Open Door in Jenner Hall – 28<sup>th</sup> January 2025

- Storm Eowyn & Herminia Flood Warden Update – 28<sup>th</sup> January 2025
- PCC presents award to Wiltshire Police dog and handler for best sniffing and tracking – 28<sup>th</sup> January 2025
- Wiltshire Gypsies and Travellers Development Plan Document - Consideration by Cabinet – 29<sup>th</sup> January 2025
- RWB & Cricklade LHFIFG meeting – 29<sup>th</sup> January 2025
- Wiltshire Council Town and Parish Council Update – 31<sup>st</sup> January 2025
- Wiltshire Council Latest News – 31<sup>st</sup> January 2025
- TTRN - Urgent closure of Chippenham Road, Corston – 27/02/25-27/02/25 – 3<sup>rd</sup> February 2025
- Temporary Closure of: A4361 (Part) – 3<sup>rd</sup> February 2025
- Your Support Needed – Exciting Cyber Crime Event Series Venue Change – 3<sup>rd</sup> February 2025
- Discretionary Gully Service 2025 – 4<sup>th</sup> February 2025
- Wessex not accepted into Devolution Priority Programme – 5<sup>th</sup> February 2025
- Minutes for Northern Area Planning Committee – 5<sup>th</sup> February 2025
- Key transformation of Wiltshire Police continues as policing budget approved – 6<sup>th</sup> February 2025
- RWB & Cricklade LHFIFG 12/02/25 - Pre Meeting Notes – 6<sup>th</sup> February 2025
- TTRN urgent closure of Cheeseley Hill (Part), Brinkworth - 07/02/25 – 7<sup>th</sup> February 2025
- Wiltshire Council Town and Parish Council Update – 7<sup>th</sup> February 2025
- RWBTC Mayor's Charity Event – 7<sup>th</sup> February 2025
- Wiltshire Council Latest News – 7<sup>th</sup> February 2025
- CF Insurance – Tockenham Parish Council Insurance Renewal – 11<sup>th</sup> February 2025
- Agenda for Northern Area Planning Committee – 11<sup>th</sup> February 2025
- Prospective candidates online event – 12<sup>th</sup> February 2025
- Temporary Closure of: C76 (Part), Tockenham (10.04.2025) – 12<sup>th</sup> February 2025
- WALC – February 2025 Newsletter – 13<sup>th</sup> February 2025
- Wiltshire Council Town and Parish Council Update – 14<sup>th</sup> February 2025
- Wiltshire Council Latest News – 14<sup>th</sup> February 2025
- ONLINE MEETING: Improving the rights of way network at a local level – 14<sup>th</sup> February 2025
- Wiltshire Bobby Van: Help Us Spread the Word – Designer Clothes Sale for Charity – 17<sup>th</sup> February 2025
- Agenda for Royal Wootton Bassett and Cricklade Area Board – 18<sup>th</sup> February 2025
- 2025\_02\_12 RWBC LHFIFG Final Meeting Notes – 19<sup>th</sup> February 2025
- Improving the rights of way network at a local level – 19<sup>th</sup> February 2025
- Wiltshire Council Latest News – 21<sup>st</sup> February 2025
- Wiltshire Bobby Van Spring Newsletter – 24<sup>th</sup> February 2025
- Wiltshire Local Nature Recovery Strategy: Winter update 2025 – 24<sup>th</sup> February 2025
- Temporary Closure of: C120 (Part), Tockenham (28.04.2025) – 26<sup>th</sup> February 2025
- Wiltshire Wildlife: Invasive species in your Parish – 26<sup>th</sup> February 2025
- CPRE WILTSHIRE BEST KEPT VILAGE COMPETITION - LAURENCE KITCHING AWARD – 26<sup>th</sup> February 2025
- Briefing Note 25-02, Management of Council business and publicity, pre-election period – 28<sup>th</sup> February 2025

- Wiltshire Council Latest News – 28<sup>th</sup> February 2025
- Wiltshire Council Town and Parish Council Update – 28<sup>th</sup> February 2025
- Temporary Closure of: C76 (Part), Brinkworth and Tockenham (28.04.2025) – 3<sup>rd</sup> March 2025
- PCC: Extra funding secured to tackle anti-social behaviour in Wiltshire and Swindon – 3<sup>rd</sup> March 2025
- TTRN urgent closure of C120 (Part), Tockenham - 05/03/25-07/03/25 – 4<sup>th</sup> March 2025
- Briefing Note 25 -03 - Local Nature Recovery Strategy (LNRS) update – 5<sup>th</sup> March 2025
- Minutes for Northern Area Planning Committee – 5<sup>th</sup> March 2025

**Other items for discussion; all previously circulated: -**

- Wiltshire Independent Remuneration Panel (IRP) - City, town and parish allowances – 31<sup>st</sup> January 2025
- Safety of lithium-ion batteries campaign – 31<sup>st</sup> January 2025

**5. Planning**

None.

**6. Finance and Administration**

To consider financial matters; documents circulated to Councillors before meeting.

To be noted:-

- Payment of £50 made on 20<sup>th</sup> January 2025 to The Fire Fighters Charity (Charity Number 1093387) as approved at the meeting of 8<sup>th</sup> January 2025.

Council to approve for payment: -

Retrospective Items:-

- None

Invoices to be approved:-

- Clerks Salary - £282.20
- HMRC for Clerk's salary - £70.60
- Kevin Woolnough - £67.85 for stationery equipment for the Emergency Plan as approved at the meeting of 8<sup>th</sup> January 2025.
- Kevin Woolnough - £16.50 for two padlocks for the Emergency Plan as approved at the meeting of 8<sup>th</sup> January 2025.
- Community First (Insurance) - £447.32
- Teec (website and email host) - £259.20
- AEDdonate (Defib items) - £86.77

To note the bank balance £40,354.17 as of 28/02/2025

**7. Appointment of Internal Auditor**

It has been drawn to the Clerk's attention that the current internal auditor; Diane Zeitzen; is unable to conduct the internal audit for 2024/25. Councillors are asked to authorise the Clerk and Chair to appoint a replacement internal auditor for the 2024/25 accounts. The

2023/24 internal audit; was undertaken for a fee of £65, paid in the current financial year. The budget for the next financial year; 2025/26, to cover this work; was set at £80. It is suggested that the Clerk and Chair be given some latitude given the short notice of the appointment of the internal auditor.

#### **8. Spring Litter Pick**

Councillors asked to set a date for the Spring Litter Pick.

#### **9. Playing Field / Park**

Councillors asked to set a date for the shed to be painted.

#### **10. General EMP Situation**

Councillors asked to discuss the general EMP situation and how the Parish Council can commit time to this once the exercise and debrief meeting has taken place.

#### **11. Highway Matters**

- January 2025 C120 Metro Count Results –  
Update from Councillor Kevin Woolnough  
Councillors asked to discuss a formal application to LHFIFG for a 20mph assessment.
  
- Update on start date for C120 Rowley Copse Passing Bay  
Update from Councillor Kevin Woolnough
  
- Highways Annex table (Appendix A)  
Update from Councillor Kevin Woolnough

#### **12. Play Area**

Update from Councillor Julie Marshall

#### **13. Rights of Way**

- Rights of Way Annex table (Appendix B) – To Follow  
Update from Councillor Nicholas Polkinghorne

#### **14. Environment**

Update from Councillor Richard Walker

#### **15. Councillor reports**

- Upcoming Election – 1<sup>st</sup> May 2025  
Wiltshire Council have notified us that nomination papers can be submitted between the hours of 10am and 4pm from 12<sup>th</sup> March 2025 to the nomination deadline at 4pm on 2<sup>nd</sup> April 2025.

#### **16. Date of Next Parish Meeting:**

Dates for future meetings:-

Parish Meeting:

Annual Parish Meeting: 9<sup>th</sup> April 2025

Annual General Meeting: 7<sup>th</sup> May 2025