

Members are requested to NOTE the following:

A report covering all previous requests for the Clerk to action will be presented at the October meeting with current status – see below – to form part of main Clerks report going forward – To CLOSE
108.21 Financial Report Members RESOLVED to submit claims to HMRC for the two years unclaimed VAT refunds and to review the Ear Marked Reserves in the autumn. UPDATE: VAT Claimed – EMR ongoing
123.21 Financial Accounts The Clerk was requested to investigate the current telephone and broadband contract in place. Agenda Item – Request to CLOSE
125.21 Provision of Dog Poo Bags Members NOTED and CONSIDERED the provision of free dog poo bags at the Jubilee Club House site. Members debated the issue at length, but eventually AGREED to postpone making a decision, until more investigations could take place into types of alternative dispensers and bags, possible relocation of bin, whether complaints are received because there are no bags, or if there are more unbagged deposits - the Handyman was asked to monitor the situation as a trial to see if there is any difference, report back to the November meeting.
127.21 Painting of Telephone Kiosk Members NOTED the residents offer to paint and clean the telephone kiosk at Greenhill. Following discussions, Members RESOLVED to allocate an amount of up to £100 (one hundred pounds) from General Reserves to cover the cost of the paint and paint brushes and other cleaning materials - materials to be purchased by the Council. On behalf of the Council, Councillor Westwood was asked to thank the residents. Update from Cllr Westwood
128.21 Jubilee Club House. Cleaning of the men's urinals is difficult and needs attention – report for October meeting • New kitchen equipment should be considered – report for October meeting – Agenda Item request to CLOSE • Quotes for all electrical work, will be on the November agenda • Showers not hot /working due to leaking pumps and scaling – under Financial Regulation 4.5 The Clerk with the Chairman and Vice-Chairman authorised the expenditure to replace the pumps and other works, £660 cost to be met from the allocated budget of £6000. • Cleaning of the men's urinals is difficult and needs attention – report for October meeting – the traps needs to be removed and replaced, and checks for build-up – awaiting costs
131.21 Community Meeting Members AGREED to: • Hold the event at the Parish Hall, to advertise the event and provide refreshments. • Invite other organisations to attend i.e. Bobby Van, PCSO, Neighbourhood Watch, Men's Shed, Community Garden users from Royal Wootton Bassett. • Councillor Hacker volunteered to organise the event. Date to be arranged - update at next meeting and to set a budget for the event. Request to CLOSE – Agenda Item
132.21 Grounds Maintenance Contract To formally approve amendments – Agenda Item – Request to CLOSE

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13.20 - Play Equipment at The Mews Decide on what to do with play equipment at The Mews. In 2020 we earmarked £15k to upgrade this. For discussion at the Community Meeting for feedback from Residents
13.20 - Seek adoption of land between The Mews and Meadow Springs and other parcels of public land throughout the parish where no owner is currently known. This should be carried out professionally, with appropriate legal advice being taken. The Clerk is instructed to work with the Councils solicitor to reach a satisfactory conclusion for the Council and for residents
13.20, 17.1, 29.21, 84.21 – Grounds Maintenance Contract Contract content approved at Council meeting. Clerk to obtain quotes. Agenda Item - Request to CLOSE
20.20 – Speed Indicator Devices A budget was set of £7,500 (seven thousand, five hundred pounds) and the Clerk instructed to bring this project to a successful conclusion. Who has responsibility for them? Clerk to provide report on this - ongoing
28.20 - Parish Resilience Plan Parish Clerk to locate the Parish Resilience Plan drawn up in about 2007, then be updated - ongoing
19.21 – Training - All Cllrs to receive training – Agenda item – Request to CLOSE
35.21 – Training Handyman and Cllr Hacker to attend New Roads and Streetworks course and Clerk to action and Handyman to have H & S Training. - To revisit H & S training at a future meeting - ongoing
20.21 – Corporate Governance Complaints, Grievance & Disciplinary Procedures, Cemetery Regulations - Deferred at meeting -Ongoing
31.21 – Footpath Grant Footpath grant is currently in CIL. Could potentially be returned to Wilts Council. – Ongoing
32.21 – Storage Issues Handyman - Clearing of Storage by Cricket and Football by end May, completed – Request to CLOSE
33.21 - Review of Cemetery Fees & Regs annually – Agenda Item – Request to CLOSE
36.21 – Handyman Role and Tools Chairman to define role for Handyman and the purchase of appropriate tools need to be sourced. Tools sourced – Request to CLOSE. Handyman Role ongoing
39.21 – Office Equipment Agreed to purchase Printer/Scanner, Laminator, Laptop, Monitor, Full Size Keyboard, Office Chair, Fireproof Safe, Doorbell. Printer/scanner purchased - Ongoing
48.21 - Electronic Mail Addresses Email addresses for Clerk and Handyman to be changed to job titles – completed - Request to CLOSE
49.21 - Update Website 22 June - Electronic Mail Website updated with new look/feel to conform with accessibility requirements completed - Request to CLOSE
50.21 - Set up Postal Address for JCH 27 July - Needs funds to register address. Agenda Item – Request to CLOSE
51.21 - Review Standing Orders and Finance Regulations and Financial Procedures Model Standing Orders approved at 1 July Council meeting - Request to CLOSE Review Finance Procedures – completed – Request to CLOSE Model Financial Regs to be reviewed - ongoing
54.21 - Details of FOI Requests Set up meeting to confirm the detail of the FOI requests, including who requested it, when it was requested, and current status. Resident does not wish to pursue – Request to CLOSE
56.21 – Asset Register Additions Add Lydiard Green Village Green land to the Council Asset Register. Ensure that Lydiard Plain and JCH recreation ground are on the asset register (as per 28 April email). Asset register - update and detail value, maintenance requirements, life expectancy and replacement cost - Ongoing
70.21 - Insurance Review - Insurance reviewed - Request to CLOSE