

Donhead St Andrew Parish Council



Notice of Meeting:

To all Members of Donhead St Andrew Parish Council
you are hereby summoned to attend a meeting of the Parish Council
to resolve on the matters as outlined below

**to be held at St Andrew's Church, Donhead St Andrew
on Thursday 13th July 2023 @ 7:00pm**

Signed: *G. Pritchard*
Simon Pritchard PSLCC
Parish Clerk & Responsible Finance Officer
23.02.2023

Questions or Statements from Residents:

A short period of time is set aside prior to the start of the meeting and after the meeting has finished, for questions or statements from members of the public on any matter concerning the village; each person speaking for no longer than 3 minutes. Please note that any question requiring an answer that needs to be researched will be noted and included in the agenda for the following meeting. Statements will be noted at the meeting, but no discussion will take place unless the topic is already on the agenda; any discussion will take place during the agenda item.

Report from Wiltshire Councillor Richard Budden:

To receive a verbal update from Wiltshire Councillor Richard Budden and an opportunity for residents / councillors to ask questions.

Wessex Fibre Broadband to Residential Homes:

To receive any updates on this project

Formal Meeting Agenda

15) Election of Meeting Chairman

To elect a member of the council to act as Chairman for the meeting.

16) Apologies of Absence:

To receive and approve any apologies of absence

17) Declarations of Interest:

Members to declare interests in any agenda item:

- 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) Applications for dispensations; to be submitted in writing to the Parish Clerk before the meeting.

18) Adoption of Previous Council Meetings Minutes:

- a) **Thursday 18th May 2023** - Annual Meeting

19) CO-OPTION OF NEW COUNCIL MEMBERS:

To receive the two applications received and resolve on any appointments.

Applications received from:

- Jonathan Mason
- Jeremy Hartley

A. Interview of the Candidates:

Council members to interview the candidates.

B. Election of New Members:

Members are invited to make any proposals of co-option.

C. Declaration of Acceptance of Office:

Any new council member(s) are required to sign a declaration of acceptance of office. Once signed that person becomes a member of the council and should join the table for the rest of the meeting.

20) PARISH COUNCIL FINANCE:

A. Approval of Payments & Payments Made Since the Last Meeting:

To approve payments to be made and receive the payments list.

1. S. Pritchard - Travel & WFHA; March to June 2023- £83.72

B. Budget Vs Spend to Date and Earmarked Balances:

To receive the latest budget spend to date & earmarked balances information

C. Updating of Signing Mandate with Bank:

The Clerk recommends that the council change the number of signatories needed to move money from 3 to 2 - members to resolve.

D. Appointment of Bank Signatories:

To appoint further signatories

21) Further Coronation Mug:

To resolve on the ordering of more coronation mugs, including costs.

22) Obstructing of Wardour Lane:

To receive reports of workman / contractors blocking the public highway and resolve on any further action.

23) COUNCIL POLICIES:

A. Grants Awarding

To receive a draft policy and resolve on its adoption.

B. Information and Data Protection Policy:

To receive and adopt the updated policy.

24) Kissing Gates Installation:

To receive an update on this project and to resolve on the way forwards including any costs.

25) Cemetery Groundskeeper:

To resolve on the appointment of a groundskeeper for the Cemetery

26) Village Design Statement:

To receive information from Wilshire Council and to resolve if any Member will take matters forward.

27) Bench at Wardour Pond:

The Council has allocated a £500 budget to buying a new bench. A request from the public has been made for a Coronation bench. Good quality, Coronation benches are around £1,000. Members to resolve on the style and cost of bench to be purchased.

28) Election of Council Chairman for the Municipal Year 2023-24:

To elect a chairman for the remainder of the municipal year.

29) Verbal Reports:

To receive any verbal reports.

a) Chairman's Report

b) Highways / Parish Steward - Cllr Burrows

c) Rights of Way - Cllr Maxwell-Arnot

d) Local Planning & Development

e) Parish Clerk's Reports

30) Confidential Session:

To pass a resolution to exclude the press and public from the next agenda item as it relates to confidential staffing matters.

31) Annual Staff Salary Award:

To resolve on a contractual matter.

End of Formal Meeting

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