

Donhead St Andrew

Parish Council



Notice of Meeting:

To all Members of Donhead St Andrew Parish Council, you are hereby summoned to participate in the Annual Council Meeting.

**To be held at St Andrew's Church, Donhead St Andrew
on Thursday 18th May 2023 @ 7:30pm**

Signed: *S. Pritchard*
Mr Simon Pritchard PSLCC
Parish Clerk & RFO
11/05/2023

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.

Formal Meeting Agenda

1) Election of Chairman:

To appoint a chairman for the municipal year 2023/24

2) Election of Vice Chairman:

To appoint a vice-chairman for the municipal year 2023/24

3) Apologies of Absence:

To receive and approve any apologies of absence.

4) 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.

**5) Adoption of Previous Council Meetings Minutes:
Meeting of Thursday 2nd March 2023**

6) Members Portfolios:

To confirm any special areas of responsibility held by members on behalf of the Council (to be recorded on website)

- Footpaths / Rights of way
- Highways / Parish Steward
- Flood Warden
- Any other?...,.

7) Assets Register 2023:

To review and adopt the council's assets register.

8) Risk Assessment 2023/24:

To review and adopt the 2023/24 risk assessment.

9) Insurance Renewal 2023/24:

To review and approve the council's insurance policy - £ 430.90.

10) Annual WALC Membership Renewal 2023/24:

To resolve maintaining membership of the Wilshire Association of Local Councils and authorising payment of £186.05

11) Planning Applications Submitted to Wiltshire Council:

To pass comment on any planning applications listed below that have been submitted to Wiltshire Council

Find the full details of the applications on the Wiltshire Council website:

<https://development.wiltshire.gov.uk/pr/s/>

Application No:	PL/2023/03116
Application Type:	Householder planning permission
Proposal:	Carry out alterations and erect first floor extensions.
Site Address:	Scotts Hill House, Scotts Hill, Donhead St Andrew, Shaftesbury, SP7 9EP

12) PARISH COUNCIL FINANCE:

a) Approval of Payments:

To receive and approve payments to be made and retrospective payments

b) Budget Vs Spend to Date:

To receive the latest budget spend to date.

13) Annual Governance & Accounting Return 2021/22:

- a) End of Year Outturn 2022/23:**
To receive the final spend against budget reports.
- b) Internal Audit Report 2022/23:**
To receive the Internal Auditors report for 2022/23
- c) The Annual Governance Statement 2022/23:**
To resolve on the council's response to the governance statements
- d) The Annual Accounting Statement 2022/23:**
To receive and approve the annual accounting statement
- e) Declaration of Exemption:**
To resolve on claiming exemption from External Audit for 2022/23
- f) Confirmation of Public Rights:**
To confirm the dates for public rights of inspection will be Monday 5th June to Friday 14th July 2022

14) The Kings Coronation Grants:

To resolve on the granting of money to the coronation celebrations in the Village.

End of Formal Meeting

Questions or Statements

A further opportunity for questions or statements from members of the public on any matter concerning the village; each person speaking for no longer than 3 minutes.

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