

**Clerk to Council: Elizabeth Martin**

Website: <https://altonsandhoneystreet.org.uk/>  
Email: [clerk@altonsandhoneystreet.org.uk](mailto:clerk@altonsandhoneystreet.org.uk)  
Telephone: 0773 059 4658

Ivy House  
72 The Green  
Poulshot  
SN10 1RT

12<sup>th</sup> May 2023

**To: Members Of The Parish Council**

**Cc: Wiltshire Councillor for Pewsey Vale, PCSO for Wiltshire Police**

Dear Councillor,

You are summoned to attend the meeting of Alton Parish Council to be held at the Coronation Hall, Alton Barnes on Thursday 10<sup>th</sup> May 2023 at 7:00 p.m. for purposes of transacting business as set out in the Agenda below. Relevant documents for the meeting will be posted to the website before the meeting.

The press and public are invited to attend.

**A public participation section will precede** the main Council meeting for up to fifteen minutes, three minutes per person. No decisions or arrangements will be made on items raised in this section unless the issue is listed on this Agenda. The main Council Meeting will commence following this session

Members of the public wishing to ask a question regarding an Agenda item are asked to submit it to the Parish Clerk by email at least 24hrs prior to the meeting to

[clerk@altonsandhoneystreet.org.uk](mailto:clerk@altonsandhoneystreet.org.uk)

If the member of the public does not use email, then the question should be mailed to the Parish Clerk at the above address. The question will be read out at the meeting and, if possible, an answer will be given at the time. If that is not possible then a written reply, either email or post, will be given after the meeting.

Yours sincerely,  
**Elizabeth Martin**  
Parish Clerk

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**PUBLIC PARTICIPATION**

- I. To Receive a report and a statement from the Unitary Councillor Paul Oatway.
- II. Report from Community Police Officer, PCSO
- III. To Receive Reports From Village Groups & Organisations
- IV. Comments from members of the public to be considered by the Council regarding items on the Agenda.

**AGENDA**

**1 ELECTION OF CHAIR FOR THE ENSUING YEAR AND SIGNING OF DECLARATION OF ACCEPTANCE OFFICE**

**2 ELECTION OF VICE CHAIR FOR THE ENSUING YEAR AND SIGNING OF DECLARATION OF ACCEPTANCE OFFICE**

**3 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**

**4 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**

In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 Councillors should declare any personal, prejudicial, or pecuniary interests pertaining to the agenda.

**5 MINUTES OF THE PREVIOUS MEETING**

To Confirm as a true record the minutes of the Parish Council meeting held on 16<sup>th</sup> March 2023.

**6 CHAIR'S ANNOUNCEMENTS**

**7 PLANNING**

**a. To Consider the following Planning Applications: -**

[PL/2022/08344](#)

**Proposal:**

Erection of New Dwelling and Garage

**Site Address:**

Land Adjacent Coronation Hall, Alton Barnes, SN8 4LB

**Application Type:**

Full Planning Permission

**Deadline:**

10 May 2023 – Extension Requested at Wiltshire Council

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## 8 TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT

## 9 FINANCE MATTERS

- a. To Receive For Information, Disbursements Made Since The Last Meeting
- b. To Consider And Approve The Schedule Of Forthcoming Payments
- c. To Consider And Approve Setting Up A Direct Debit To Charlton Baker For Purposes Of Payroll Management of £14.17 ex VAT Per Month
- d. To Receive And Approve the Annual Insurance Renewal Of £423.58 ex VAT for 2023-2024 (Policy Expiration June 2024)

## 10 GOVERNANCE REVIEW

- a. To review and Approve the Council's Standing Orders
- b. To review and approve the Council's Financial Regulations
- c. To review and Approve the Council's Asset Register

## 11 TO CONFIRM MEMBERS FOR THE FOLLOWING GROUPS

- a. Traffic Initiative Working Group (2 or more Members)
- b. Community Area Transport Group – CATG - (1 or more Members)
- c. Pewsey Area Board (1 or more Members)

## 12 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED

## 13 TO CONSIDER ITEMS OF MAINTENANCE

## 14 KEY MESSAGES

## 15 NEXT MEETING

To Confirm the date of the next meeting of the Council as Thursday 20<sup>th</sup> July 2023.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council. Members are reminded that if they have any personal interests of a prejudicial nature or a disclosable pecuniary interest they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification must contact the Clerk.

Recording including filming, audio recording, taking photographs, blogging, tweeting and using other social media websites is permitted at Council meetings which are open to the public - however, anyone wishing to do so must speak to the Clerk prior to the meeting as there are rules which must be followed.

Any person who may find difficulty accessing the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort may be made to provide access.