

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 Friday 13th January 2023 @ 7:00pm**

Signed: *G. Pritchard*
Mr Simon Pritchard PSLCC
Parish Clerk & RFO
05.01.2023

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 Nick Errington:

To receive a verbal update from Wiltshire Councillor Nick Errington 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

1) Apologies of Absence:

To receive and approve any apologies of absence

2) 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

3) Adoption of Previous Council Meetings Minutes:

- a) **Thursday 3rd November 2022** - Regular Meeting
- b) **Thursday 8th December 2022** - Planning App Meeting

4) PARISH COUNCIL FINANCE:

A. Approval of Payments:

To approve payments to be made.

- 1. S. Pritchard - Travel & WFHA; Nov & Dec- £56.26
- 2. Microsoft - Software - £79.99

B. Budget Vs Spend to Date and Earmarked Balances:

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

C. Bank Reconciliation:

To confirm as checked and signed

D. Appointment of Internal Auditor:

To resolve on the appointment of the internal auditor 2022/23

E. National Salary Award 2022-23:

To acknowledge the national pay settlement of an increase of £1 per hour (across all SCP), to be back dated to 1st April 2022. This will be reflected in the February pay role.

F. Awarding of Council Grants:

To resolve on any further grants to be made this financial year (2022/23).
Organisations supported in the past; Donhead Digest, Tisbus, Bobby Van.

5) Precept / Budget 2023/24 Council:

To receive a draft budget for 2023/24. To add any projects. To resolve on the precept for 2023/24

6) Village Design Statement:

Update on the adoption of the updated statement by Wilshire Council.

7) Cemetery Records Contractor:

To receive an estimate of costings for updating the electronic cemetery records and resolve accordingly.

8) Meetings Dates, Days and Locations for 2023:

To resolve on the dates, time and location of the Parish Councils meetings in 2023 and the Annual Parish meeting.

9) Verbal Reports:

To receive any verbal reports.

- a) Highways / Parish Steward** – Cllr Burrows
- b) Rights of Way** – Cllr Maxwell-Arnot
- c) Local Planning & Development**
- d) Chairman's Reports**
- e) Parish Clerk's Reports**

10) Confidential Session:

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

11) Parish Council Pension Provision:

To resolve on a request from the Parish Clerk for a small adjustment to his contract.

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.

Notes:

- Agenda papers will be available on the Donhead St Andrew Parish Council website.
- If any member of the public has an objection to being filmed, photographed or audio recorded, please would they make themselves known to the Chairman or the Parish Clerk before the start of the meeting.

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 Friday 13th January 2023 @ 7:00pm**

Signed: *G. Pritchard*
Mr Simon Pritchard PSLCC
Parish Clerk & RFO
05.01.2023

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 Nick Errington:

To receive a verbal update from Wiltshire Councillor Nick Errington 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

1) Apologies of Absence:

To receive and approve any apologies of absence

2) 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

3) Adoption of Previous Council Meetings Minutes:

- a) **Thursday 3rd November 2022** - Regular Meeting
- b) **Thursday 8th December 2022** - Planning App Meeting

4) PARISH COUNCIL FINANCE:

A. Approval of Payments:

To approve payments to be made.

- 1. S. Pritchard - Travel & WFHA; Nov & Dec- £56.26
- 2. Microsoft - Software - £79.99

B. Budget Vs Spend to Date and Earmarked Balances:

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

C. Bank Reconciliation:

To confirm as checked and signed

D. Appointment of Internal Auditor:

To resolve on the appointment of the internal auditor 2022/23

E. National Salary Award 2022-23:

To acknowledge the national pay settlement of an increase of £1 per hour (across all SCP), to be back dated to 1st April 2022. This will be reflected in the February pay role.

F. Awarding of Council Grants:

To resolve on any further grants to be made this financial year (2022/23).
Organisations supported in the past; Donhead Digest, Tisbus, Bobby Van.

5) Precept / Budget 2023/24 Council:

To receive a draft budget for 2023/24. To add any projects. To resolve on the precept for 2023/24

6) Village Design Statement:

Update on the adoption of the updated statement by Wilshire Council.

7) Cemetery Records Contractor:

To receive an estimate of costings for updating the electronic cemetery records and resolve accordingly.

8) Meetings Dates, Days and Locations for 2023:

To resolve on the dates, time and location of the Parish Councils meetings in 2023 and the Annual Parish meeting.

9) Verbal Reports:

To receive any verbal reports.

- a) Highways / Parish Steward** – Cllr Burrows
- b) Rights of Way** – Cllr Maxwell-Arnot
- c) Local Planning & Development**
- d) Chairman's Reports**
- e) Parish Clerk's Reports**

10) Confidential Session:

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

11) Parish Council Pension Provision:

To resolve on a request from the Parish Clerk for a small adjustment to his contract.

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.

Notes:

- Agenda papers will be available on the Donhead St Andrew Parish Council website.
- If any member of the public has an objection to being filmed, photographed or audio recorded, please would they make themselves known to the Chairman or the Parish Clerk before the start of the meeting.

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 Friday 13th January 2023 @ 7:00pm**

Signed: *G. Pritchard*
Mr Simon Pritchard PSLCC
Parish Clerk & RFO
05.01.2023

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 Nick Errington:

To receive a verbal update from Wiltshire Councillor Nick Errington 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

1) Apologies of Absence:

To receive and approve any apologies of absence

2) 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

3) Adoption of Previous Council Meetings Minutes:

- a) **Thursday 3rd November 2022** - Regular Meeting
- b) **Thursday 8th December 2022** - Planning App Meeting

4) PARISH COUNCIL FINANCE:

A. Approval of Payments:

To approve payments to be made.

- 1. S. Pritchard - Travel & WFHA; Nov & Dec- £56.26
- 2. Microsoft - Software - £79.99

B. Budget Vs Spend to Date and Earmarked Balances:

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

C. Bank Reconciliation:

To confirm as checked and signed

D. Appointment of Internal Auditor:

To resolve on the appointment of the internal auditor 2022/23

E. National Salary Award 2022-23:

To acknowledge the national pay settlement of an increase of £1 per hour (across all SCP), to be back dated to 1st April 2022. This will be reflected in the February pay role.

F. Awarding of Council Grants:

To resolve on any further grants to be made this financial year (2022/23).
Organisations supported in the past; Donhead Digest, Tisbus, Bobby Van.

5) Precept / Budget 2023/24 Council:

To receive a draft budget for 2023/24. To add any projects. To resolve on the precept for 2023/24

6) Village Design Statement:

Update on the adoption of the updated statement by Wilshire Council.

7) Cemetery Records Contractor:

To receive an estimate of costings for updating the electronic cemetery records and resolve accordingly.

8) Meetings Dates, Days and Locations for 2023:

To resolve on the dates, time and location of the Parish Councils meetings in 2023 and the Annual Parish meeting.

9) Verbal Reports:

To receive any verbal reports.

- a) Highways / Parish Steward** – Cllr Burrows
- b) Rights of Way** – Cllr Maxwell-Arnot
- c) Local Planning & Development**
- d) Chairman's Reports**
- e) Parish Clerk's Reports**

10) Confidential Session:

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

11) Parish Council Pension Provision:

To resolve on a request from the Parish Clerk for a small adjustment to his contract.

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.

Notes:

- Agenda papers will be available on the Donhead St Andrew Parish Council website.
- If any member of the public has an objection to being filmed, photographed or audio recorded, please would they make themselves known to the Chairman or the Parish Clerk before the start of the meeting.