

Signed

Eveline Attwood – Parish Clerk Date of Issue 2<sup>nd</sup> November 2023

You are duly summoned to attend the Annual  
Meeting of **UPPER CLATFORD PARISH COUNCIL** on  
Wednesday 8<sup>th</sup> November 2023  
At 7.30pm in the King Edward V11 Memorial Hall  
**AGENDA**

1	<b>Apologies for absence</b>
2	<b>To receive and accept declarations of interest</b> <i>Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. (Localism Act 2011)</i>
3	<b>Public Participation</b> <i>Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes as per the Standing Orders of the Parish Council. This item will be limited to 15 minutes, unless agreed otherwise.</i>
4	<b>Borough Councillors Report</b>
5	<b>County Councillors Report</b>
6	<b>To approve the minutes from the Parish Council Meeting held on 11<sup>th</sup> October 2023</b>
7	<b>To receive the Clerk's progress report since the last meeting held on 11<sup>th</sup> October 2023</b>
8	<b>Co-option of Parish Councillor</b>
9	<b>Planning - Review of Decisions, applications and responses</b> <ul style="list-style-type: none"><li>• 23/02620/TREEN 5 Clatford Manor</li><li>• 23/02634/TPON 23 Brook Way</li><li>• 23/02660/FULLN 4 Bury Hill Farm (17<sup>th</sup>)</li><li>• 23/02571/FULLN Rest Harrow (17<sup>th</sup>)</li><li>• 23/02700/FULLN Green Meadows GC (17<sup>th</sup>)</li></ul>
10	<b>Finance - 10.1 To receive and approve the Financial Statement 1<sup>st</sup> October – 31<sup>st</sup> October 2023 including budget review.</b> <b>10.2 Approval payments for October &amp; November 2023 to date</b> <b>10.3 Discuss and consider a grant for Clatford Village Store</b> <b>10.4 Approval to appoint auditor for 24/25</b> <b>10.5 Consider items to be included in budget (Approval required Dec)</b> <b>10.6 Approval request grass maintenance from Village Hall</b>
11	<b>Playing Fields: To report the Monthly Monitoring of the Play Park Equipment</b> <b>11.1 Coronation Field (Anna Valley Playing Field)</b> <b>11.2 Balksbury Bridge Playing Fields</b>
12	<b>Policies for approval</b> <b>12.1 Approval of Planning Committee Terms and Conditions</b>
13	<b>Chalk Pit rental</b> <b>13.1 End of tenancy/ Consider Insurance for area / Potential tenants</b> <b>13.2 Burdock Valley Players Storage Area</b>
14	<b>Trees and Open Space</b> <b>14.1 Discussion of potential work</b> <b>14.2 Approval for tree work at Chalk Pit to include Bury Hill Close</b> <b>14.3 Update tree work Red Rice Road</b>
15	<b>Footpaths &amp; Highways</b> <b>15.1 Peter Symonds bus update</b> <b>15.2 Discuss Taskers Plinth maintenance</b> <b>15.3 Report vegetation management</b> <b>15.4 Highways update</b> <b>13.5 Decision about footpath Valley Mead</b>
16	<b>Pavilion &amp; Sports Field</b> <b>16.1 Update by Cllr Hawkins</b> <b>16.2 Update on Service Agreement (TBC)</b>
17	<b>External Committees and Events</b> <b>Report on upcoming events &amp; other meetings</b>
18	<b>Correspondence and E mails (circulated)</b> <ul style="list-style-type: none"><li>• Parishioner expressing concerns about trees at White Oak Way</li></ul>
19	<b>Current Parish Projects (discussion &amp; updates)</b>
20	<b>Councillors to request any items to be included within the agenda for the Parish Council Meeting to be held on Wednesday 13<sup>th</sup> December 2023</b>

**Signed**      *Eveline Attwood* – Parish Clerk   **Date of Issue** 2<sup>nd</sup> November 2023

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