

# 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 in St Andrew's Church, Donhead St Andrew  
on Thursday 9<sup>th</sup> November 2023 @ 7:00pm**

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

### Questions or Statements from Residents:

A short period of time is set aside prior to the start of the meeting 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

### **50) Apologies for Absence:**

To receive and approve any apologies of absence from members of the council.

### **51) 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.

**52) Adoption of Previous Council Meetings Minutes:**

- o **Thursday 14<sup>th</sup> September 2023**

**53) Wiltshire Local Plan Consultation:**

To consider if the Parish Council should make a response to the draft local plan and if so to resolved on the response.

**54) Wessex Rivers Trust - Letter of Support:**

To resolve on the issuing of a letter of support for the Wessex Rivers Trust grant application to DEFRA in support of a Natural Flood Management project for the Nadder Valley.

**55) PARISH COUNCIL FINANCE:**

**A. Approval of Payments:**

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

1. S. Pritchard - Expenses and WFH allowance Oct to Nov - £69.76

**B. Payments Made Since the Last Meeting:**

To receive the payments list.

**C. Budget Vs Spend to Date and Earmarked Balances:**

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

**D. 2024/25 Parish Council Projects:**

A second opportunity for members to suggest projects for the 2024/25 budget.

**56) Kissing Gates Installation:**

To receive a debrief on this project from Cllr Barkham and potentially identify the next stiles to be earmarked for an upgrade.

**57) Cemetery Management (Lower Street):**

**a) Cemetery Works:**

To receive an update from Cllr Barkham as to the works undertaken and to agree on any further works required including any cost.

**b) Cemetery Fees:**

To receive a recommendation from the Parish Clerk as to an appropriate level of fees and to resolve on the same.

**58) Update of Council Policies:**

To receive any recommendation from the Parish Clerk and to re-adopt some of the council's policies.

- a) Standing Orders**
- b) The Code of Conduct**
- c) Pre-Planning Policy**
- d) Grants Policy (New)**

**59) Donhead St Andrew Village Design Statement:**

To receive confirmation that the final draft of the VDS is on the Parish Council's website and that the Donhead Digest, Village Noticeboards and Website will all carry an advert inviting residents to come to the meeting on Thursday 11<sup>th</sup> January 2024 at 7pm to make comment or to email the Parish Clerk with any feedback.

To agree any further steps to be taken, including any budget.

**60) Meeting Dates for 2024-25:**

To confirm next year's meeting dates. Suggested as;

- Thursday 11<sup>th</sup> January 2024 (already agreed)
- Thursday 7<sup>th</sup> March 2024
- Thursday 9<sup>th</sup> May 2024
- Thursday 11<sup>th</sup> July 2024
- Thursday 12<sup>th</sup> September 2024
- Thursday 14<sup>th</sup> November 2024
- Thursday 9<sup>th</sup> January 2025

**61) 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) Flood Warden** - Cllr Hartley
- e) Tree Warden**
- f) Local Planning & Development**
- g) Parish Clerk's Reports**
  - WALC AGM
  - Highways Matters Area Board meeting at East Knoyle Village Hall on the 29<sup>th</sup> of November.

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End of Formal Meeting

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