

STOCKTON PARISH COUNCIL

Agenda for the Annual Parish Council Meeting to be held at Stockton Cricket Pavillion Wednesday 6 May 2026 at 6.30pm

All Parish Council Meetings are open to the Public and Press
To All Members of Stockton Parish Council

Dear Councillor,

You are summoned to a meeting of Stockton Parish Council, at the Cricket Pavillion on Wednesday 6th May at 6.30 pm. The meeting will consider the items set out below.

If any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting. Email: clerk@Stockton-corton-pc.gov.uk or phone 01985850523. The Clerk will then guide you through the process the meeting will take and assist you with any GDPR requirements.

Parish Council is asked to note that in the exercise of their functions they must take note of the following: Equal opportunities (race, gender, sexual orientation, marital status, and any disability; Crime and Disorder, Health and Safety and Human Rights).

Before the meeting there will be a public session to enable the public to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

Photographing, recording, broadcasting, or transmitting the proceedings of a meeting by any means is permitted under the openness of local Government Regulations 2014 (England Only). A person may not orally report or comment about a meeting as it takes place if he is present during the meeting of a parish council or its committees but otherwise may:

- Film, photograph or make an audio recording of a meeting.
- Use any other means for enabling persons not present to see or hear proceedings at a meeting of a parish council as it takes place or later.
- Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

However, anyone wishing to do so must speak to the Clerk prior to the meeting as there is policy and General Data Protection Regulations 2018 which must be followed. Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk (01985 850523) email address (clerk@Stockton-corton-pc.gov.uk) at least 24 hours before the meeting so that every effort may be made to provide access.



Karungi Grant
Parish Clerk
29th April 2026

Standing Orders will be suspended to allow for public participation

Public Participation

This section (at the Chairman's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced. Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

Standing Orders will be reinstated following public participation

AGENDA

1. Members: Councillors A Leng, C Beales, S Langford-Holt and Z Hallett

2. Election of chairman LGA 1972 ss 15 & 34

The newly elected Chair will complete and sign the Declaration of Acceptance of Office, after which they will assume the Chair.

3. Election of vice chairman LGA 1972 ss 15 & 34

4. Register of interests Localism Act 2011

To note the reminder for Councillors to review and update their Register of Interests held by Wiltshire Council.

5. Apologies for Absence

6. Members code of conduct

That in accordance with the requirements of the Localism Act 2011, the Parish Council adopts it as its Members Code of Conduct. Circulated prior to the meeting.

7. POWERS, DUTIES AND RESPONSIBILITIES

To note the powers, duties and responsibilities of parish councils. The principal powers and duties of parish councils are set out in the previously circulated Good Councillor Guide published by the National Association of Local Councils

8. Dispensations

Council is asked to discuss any

9. Declarations of Interest

To receive declarations of interest from Councillors in respect of items on the agenda.

10 Exclusion of the Press and Public

Clerk advises Council that there are no items that the Press, and Public will need to be excluded on the agenda.

11. Approval of Minutes

To approve the minutes of the previous meeting held on 16th March 2026

12. Reports from Unitary Councillor/Councillors/Chair

13. Matters Arising from previous minutes

Chairman to address and resolve matters from previous council meeting

14. Finance Matters

14.1. Approval and reconciliation of Parish Accounts Internal Audit Accounts & Audit Regulations 2003 reg 2

Council is asked to approve the accounts. The Bank balance as of the 29th April 2026 is £5004.75

14.2. Payments LGA 1972 s150 (5)

To review and approve the items of expenditure listed below:

March Pay	£220.58
HMRC	£55
WALC	£82.76
PC Email Subs	£108
April Pay	£183.72
Insurance	£249.33

14.3. Receipts

To note receipt of income

Precept	£4000
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14.4. CF Insurance Renewal

To note that the PC insurance policy underwritten by Zurich through Community First, was renewed on the 1st May 2026.

15. ANNUAL GOVERNANCE RETURN 2025-26

15.1 Certificate of Exemption

Council is asked to approve the completed Certificate of Exemption notifying the external auditor that during the financial year 2025/26 the higher of the authority's total gross income for the year or the total gross annual expenditure, for the year did not exceed £25,000. Signed by the Chair.

15.2. Consider the Annual Internal Audit Report

Council is asked to note and approve the report from the Internal Auditor and resolve the Internal Audit report, which took place on the 28/4/2026

15.3. Section 1 Approve Annual Governance Statement

Council is asked to approve the statements included; the Chairman will ask Councillors to approve each question, for the Clerk to minute.

15.4. Section 2 Certify the Accounting Statements 2025/2026 - Annual Year End Accounts

Council is asked to certify and approve the Accounts.

15.5. Signing the AGAR

Council is asked to witness the signing of the AGAR by the Chairman and Finance Representative.

15.6. Publish the Audit on the Website

Council is asked to confirm the Clerk actions the publishing of the Audit on the Website.

15.7. To note the dates for the Public to exercise their rights

Council is asked to note that the clerk recommended that the dates be advertised as 3rd June 2026 to 14th July 2026.

16. Review of Policies and Procedures

To discuss any changes required to existing policies and adopt the following:

1. Members Code of Conduct
2. Freedom of Information Publication scheme

17. Planning Application Consultation (Town and Country Planning Act 1990. Town and Country Planning (Development Management Procedure) Order 2015

Application No: PL/2026/00946

Proposal: A new B8 industrial storage building in connection with an existing business use and regularisation of additional yard area and change of use of existing buildings

Site: Stockton Dairy, Stockton, Warminster, BA12 0SQ

Please note that in planning matters the parish council acts as the consultee of the Principal Authority. The principal authority being the deciding body, parishioners can make their comments directly to the authority.

18. Parish Steward

To agree to a list for the next Parish Steward visit. To get an update on jobs completed since the last meeting.

19. Request to Fund Replacement Defibrillator Pads and Battery

Councillors are asked to consider the request for replacement at cost £100.00 for a new set of pads and £300.00 for the battery.

20. Meetings

1. LHFIG – Thursday 18th June 10am, Wednesday 11th November 2026 10am, Thursday 4th March 2027 10am
2. Warminster Area Board – 2nd July 7pm and 19th November 7pm

21. Correspondence

Emails to Councillors:

- National Highways: A36 Codford St Peter – Road safety improvement scheme (09/04/26)
- Parish and Town Councils Guidance 2026 (15/04/26)
- Contact from local Tree Surgeon in Codford (13/04/26)
- WALC Training bulletin (15/04/26)
- HMICFRS PEEL Inspection – progress, accountability and the next phase for Wiltshire Police (11/04/26)

22. Notice of items to be taken into consideration at the next meeting.

Councillors are asked to highlight any further items.

If Councillors have been approached by parishioners with an issue/item for Council to investigate, please can Councillors send it to the Clerk within 6 clear days of the next meeting. If Councillors wish motions to be included on the next Agenda, they need to be sent to the Clerk before the next meeting as per Standing Orders. Standing Orders 9. Motions for a meeting that require written notice to be given to the Proper Officer

23. Date of the next meeting – TBC