

West Ashton Parish Council

Please reply to Parish Clerk, Mrs Nicola Bull 1 Shepherds Drive, West Ashton, Wiltshire. BA14 6DG
Tel: 01225 754552 Email: westashtonpc@outlook.com

The **Annual General Meeting** of the Parish Council to be held on **Wednesday 19th May 2021** at 7.30 pm (or immediately following the **Annual Parish Meeting** in the village hall, for the transaction of the business shown on the agenda below.

Nicky Bull - Parish Clerk

Public Participation

The Chairman will invite members of the public to present their questions, comments and petitions under the Council's Public Participation procedure at the start of the meeting. Members are reminded of their obligations under the Code of Conduct.

	AGENDA ITEM
2021/1	Election of Chairman In accordance with the Local Government Act 1972 ss15 (2) and 34 (2) to elect a Chair of the Parish Council for the municipal year 2021/2022
2021/2	Declaration of acceptance of office To receive acceptance of office for all newly elected councillors
2021/3	Apologies for Absence and to consider the reasons given Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given. LGA 1972 s85(1)
2021/4	Declaration of acceptance of office To receive the Chairman's signed declaration of acceptance of office
2021/5	Election of Vice-Chairman In accordance with Local Government Act 1972 ss15 (6) and 34 (6) to elect a Vice-Chairman of the Parish Council for the municipal year 2021/2022
2021/6	Declaration of Acceptance of Office To receive the Vice Chair's signed declaration of acceptance of office.
2021/7	Declarations of Interest and Dispensations to Participate a) To receive declarations of interest in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and the Localism Act 2011 in respect of members b) To receive any dispensation requests received by the Parish Clerk and not previously considered
2021/8	Parish Council vacancies To review the number of vacancies on the Parish Council following the May elections.
2021/9	Minutes of Council meeting To approve and adopt the minutes of the previous meeting held on 17 th March 2021 and Annual General meeting 15 th May 2019.

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2021/10	<p>Follow-up actions agreed at last meeting –</p> <p>a) Speed Indicator Device for use in the village – Update from Cllr Covington regarding the purchase of a device.</p>
2021/11	<p>Parish Councillor Reports</p> <p>a) To agree portfolios for 2021/2022</p> <p>b) To appoint representatives to outside bodies for 2021/2022</p> <p>c) To receive and note the following updates from councillors, ask any questions, or consider matters further as necessary:</p> <ul style="list-style-type: none">• Highways – councillor to be decided• Wiltshire Council – Horace Prickett• Police –Richard Covington?• Parish Steward –councillor to be decided• Community speed watch – Carol Hackett/Richard Covington• Village Hall – Richard Covington• Neighbourhood Plan – Carol Hackett/Richard Covington• Traffic calming – Horace Prickett.• Footpaths – councillor to decided
2021/12	<p>Finance</p> <p>a) To receive financial report as at 31/03/21 (copy attached)</p> <p>b) To approve payments as detailed at the end of the agenda</p> <p>To approve the accounts for the year ending 31.03.2021 including:</p> <p>a) to receive and consider the Annual Internal Audit report from the Internal Auditor, review its findings and the effectiveness of the system of internal control</p> <p>b) to prepare and approve section 1; parts 2 and 3 (Annual Governance Statement 2020/2021) of the AGAR</p> <p>c) to consider section 2; parts 2 and 3 (Accounting statements 2020/2021) of the AGAR</p> <p>d) to approve section 2; parts 2 and 3 (Accounting Statements 2020/2021) of the AGAR; signing and dating the statements accordingly</p> <p>e) to certify, complete and sign the Certificate of Exemption as a smaller authority with income and expenditure less than £25,000 per annum.</p>
2021/13	<p>Planning applications, decisions, enforcement issues and appeals</p> <p>a) To note planning application considered by Parish Council since the last meeting:</p> <p>None</p>

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	<p>b) to consider the following planning applications:</p> <p>None</p> <p>c) To note the recent planning application decision made by Wiltshire Council.</p> <p>20/11440/FUL Extension to existing grain and machinery store at East Town Farm, East Town West Ashton. Decision: agreed subject to conditions.</p>
2021/14	<p>Parish Council insurance To confirm insurance arrangements for 2021/2022</p>
2021/15	<p>Bank signatories for 2021/2022 To confirm bank signatories for 2021/2022</p>
2021/16	<p>Correspondence Consider any correspondence received</p>
2021/17	<p>Charity of Henry and Richard Long (Spitalfields Allotment) Approve the nomination of Trustees and new Treasurer</p>
2021/18	<p>Parish Matters To bring any matter not on the agenda to the Council's attention – for information</p>
2021/19	<p>Dates of next meeting Date of next meeting Wednesday 21st July 2021</p> <p>(Dates of Parish Council meetings for remainder of the municipal year – Wednesday 21st July, 15th September, 17th November, 19th January 2022, and 16th March 2022)</p>

Payments made in between meetings for approval

Payee name	Details	Payment date	Chq No/Online	Amount
Evans Above	Garden Maintenance	22/03/21	Online	72.00
HMRC Accounts	Tax re Parish Clerk	25/03/21	Online	117.40
L D Orford	Repairs to the gate and play area	06/04/21	Online	295.00
Evans Above	Garden Maintenance	06/04/21	Online	72.00
Ian Robertson	Purchase of fruit tree	06/05/21	Online	10.49

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Payments to be made at Parish Council meeting for approval

Payee name	Details	Payment date	Chq No/Online	Amount