

Quidhampton Parish Council



Mrs Sasha Stagg
Parish Clerk
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Dear Councillor,

You are hereby summoned to attend the ANNUAL MEETING of Quidhampton Parish Council
On **Tuesday 20th June 2023** at 7.30pm (postponed from Tuesday 16th May 2023)
to be held Quidhampton Village Hall

AGENDA

The public and press are welcome to attend.

- 29/23** Election of the Chair
- 30/23** Election of the Vice Chair
- 31/23** Apologies for absence
- 32/23** Open forum
- 33/23** To receive a report from Cllr Pauline Church (Wiltshire Council)
- 34/23** **Declarations of interest**
- 35/23** Consider: approval of **Minutes of the Parish Council meeting** held on Tuesday 14th March 2023. Any matters arising.
- 36/23** **Statutory obligations**
- i) Annual Parish Council Insurance - consider renewal quote
 - ii) Annual fees and subscriptions (WALC, NALC, ICO)
 - iii) Annual RoSPA Safety Inspection
 - iv) Appoint internal auditor for 2023/24 Agar
- 37/23** **Governance**
- i) Standing orders - for review and adoption
 - ii) Financial regulations - for review and adoption

38/23

Planning

- i) Planning application PL/2023/02107:
Proposed two storey extension and alterations to the existing property. 3 Haviland Cottages, Lower Road, SP2 9AX
- ii) Planning application PL/2023/03993:
Proposed conversion of outbuilding to home office with bathroom and first floor guest room.

39/23

Village Maintenance

- i) Update on the position regarding the right of way from Coronation Square to Footshill.
- ii) Update from Cllr Rowley as to alternative ideas for replacement of the phone box.
- iii) To consider whether new signage is required to prevent further fly tipping in Boys Meadow Withybed, and if a further clean up of the area should be carried out.

40/23

Highways

- i) To consider the possibility of purchasing and installing a 2nd SID device and whether a donation can be made by resident Lesa Drewett to enable this and then be paid back to her.
- ii) Update on the resurfacing works that took place in April and the subsequent placement of bollards.

41/23

Recreation Ground

- i) Cllr Donne to provide an update with regards to the stock fencing.

42/23

Finance

- i) 2022/23 Internal Audit (Annual Governance and Accountability Return)
 - Results of the Annual Internal Audit Report
 - Approval and signature of Certificate of Exemption – Form 2
 - Approval and signature of Section 1- the Annual Governance Statement
 - Consideration and approval of Bank Reconciliation
 - Approval and signature of Section 2- Accounting Statements
 - Consideration and approval of the Variance Report
 - Notice of Public Rights and Publication of the Annual Governance & Accountability Return (Exempt Authority)
- ii) Approve the cashflow and payments report for the new financial year to date

43/23

Neighbourhood Plan

- i) Cllr Rowley to provide an update.

44/23

Other reports back from Councillors

45/23

Correspondence / AOB /Urgent matters / Round Table:

- i) Big Green Week Event at The Guild, Wilton
- ii) Potential dates for a SSE presentation

46/23

Next Parish Council Meeting

The date of the next meeting for Quidhampton Parish Council will be held on Tuesday 11th July at 7:30pm at Quidhampton Village Hall

Agendas are published on the Parish Council's website <https://parishcouncil.quidhampton.org.uk>