

STEEPLE ASHTON PARISH COUNCIL

Parish Office: 2 St Mary's School, High Street, Steeple Ashton, Trowbridge, Wiltshire, BA14 6EU

Clerk: Nicola Duke, April Rise, 81 Studland Park, Westbury, Wiltshire, BA13 3HN 01373 864127

To: All Members of Steeple Ashton Parish Council

You are hereby summoned to attend a meeting of the Parish Council to be held on **Monday 7th March 2022** commencing at 7.30 pm in the Village Hall, for the transaction of the business shown on the agenda below.



Nicola J Duke - Parish Clerk

1st March 2022

The Chair of the Parish Council will invite members of the public to present their questions, comments and petitions submitted under the Council's Public Participation Procedure at the start of the meeting. *Please note that the Clerk will record the names of those wishing to address the Council together with the subject matter prior to the start of the meeting and each speaker will be permitted 3 minutes in which to address members.*

	AGENDA ITEM
21.225 1 minute	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).
21.226 1 minute	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.
21.227 2 minutes	Minutes of Council Meetings To confirm and sign as a correct record the minutes of a meeting of the Parish Council held on 7th February 2022 (attached).
21.228 5 minutes	Wiltshire Council Report To receive any written report available from Wiltshire Councillor Seed and to agree any actions required by SAPC in relation to his report and updates.
21.229 5 minutes	Planning Applications None at time of issue.

	<p>To receive and consider planning applications received after the issue of the agenda (<i>where the response time falls outside of the meeting schedule</i>).</p> <p>PL/2022/01553 - 7 CHURCH STREET, STEEPLE ASHTON, TROWBRIDGE, BA14 6EW - T1 - Cherry tree - reduce by 3m and re shape Reason for works - causing too much shading and over crowding buildings</p>
<p>21.230 10 minutes</p>	<p>Parish Council Accounts Year Ending 31st March 2021 (report attached)</p> <p>To address administrative tasks relating to the preparation and submission of the accounts year ending 31st March 2021 including:</p> <ol style="list-style-type: none"> a) Appointment of the Internal Auditor b) Confirmation of scope of Internal Audit
<p>21.231 15 minutes</p>	<p>Governance Reviews Year Ending 31st March 2021 (documents attached)</p> <p>To carry out reviews of governance documents for year ending 31st March 2021 including:</p> <ol style="list-style-type: none"> a) Review of the Risk Registers b) Review of the Fixed Asset Register c) To agree a schedule for the review of Standing Orders and Financial Regulations
<p>21.232 15 minutes</p>	<p>Financial Reports</p> <ol style="list-style-type: none"> a) To receive a schedule of payments and receipts February 2022 b) To receive the bank reconciliation as at 28th February 2022 c) To receive the budget report as at 28th February 2022 d) To note the overall Financial Position as at 28th February 2022 e) To receive a report on the insurance claim relating to the damaged notice board at Acreshort Park and approve any necessary expenditure – Clerk to report
<p>21.233 5 minutes</p>	<p>Correspondence</p> <p>To receive and consider any items of correspondence:</p> <ol style="list-style-type: none"> a) Grant request from Steeple Ashton Guides (Clerk to report) b) Local resident re bin collections (copy attached) c) CPRE Wiltshire re Best Kept Village Competition 2022 (copy attached)
<p>21.234 20 minutes</p>	<p>Councillor and Clerk Reports</p> <p>To receive any reports and update from clerk and members including:</p> <ol style="list-style-type: none"> a) Open Gardens event May 2022 and request for parking area (referred from January meeting) – Cllr Leonard b) Proposal for wild flower verge planting (referred from January meeting) – Cllr Cottle c) Update on approaches made to consultants for potential Neighbourhood Planning work– Cllr Dallison d) Update on Jubilee celebrations planning – Cllr Ash e) Report on current status of football at St Mary’s – Cllr Leonard f) Report on the ownership of the trees at St Mary’s – Parish Clerk g) Discussion on the summary document to the 2019 parish survey and its release via the website – Parish Clerk h) Update on the parish office clearance – Parish Clerk
<p>21.235 2 minutes</p>	<p>Village Newsletter</p> <p>To agree any items for inclusion in the village newsletter</p>

21.236 1 minute	Date of next meeting Monday 4 th April 2022.
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