

STEEPLE ASHTON PARISH COUNCIL

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 6th March 2023** 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 2023

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
2022.102 1 minute	Apologies for Absence and to consider the reasons given To receive apologies for absence and to consider the acceptance thereof.
2022.103 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.
2022.104 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.
2022.105 2 minutes	Casual Vacancy To note that, following the resignation of Cllr Francis Ash, Wiltshire Councillor has confirmed that no election has been called. The Parish Council may now proceed to co-opt a member.
2022.106 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 23rd January 2023 (copy attached).

<p>2022.107 2 minutes</p>	<p>Planning Applications</p> <p>PL/2023/01059 - 3 Jacobs Mead, Coach Barton, Steeple Ashton, BA14 6EX – Proposed single storey rear extension, replacing existing lean-to utility and conservatory.</p> <p>PL/2023/00980 - 11 Ashton Common, Steeple Ashton, BA14 6DY - To renovate an existing double garage including new roof covering and garage doors. Also, to position a new heating oil bunded tank.</p> <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>2022.108 10 minutes</p>	<p>Neighbourhood Plan</p> <p>To receive an update from the Neighbourhood Plan Steering Group (minutes of the February meeting previously circulated).</p>
<p>2022.109 5 minutes</p>	<p>Financial Reports (papers attached)</p> <ul style="list-style-type: none"> a) To receive a list of payments and receipts January – February 2023 b) To receive Bank Reconciliation Statement as at 28th February 2023 c) To receive and Consolidated Financial Position Statement as at 28th February 2023 d) To consider the outcomes of a meeting held with the Model Railway Club to discuss rent increases – Clerk to report e) To receive and consider a grant application from SA Guides (application form to follow)
<p>2022.110 5 minutes</p>	<p>Parish Council Accounts Year Ending 31st March 2023 (report attached)</p> <p>To address administrative tasks relating to the preparation and submission of the accounts year ending 31st March 2023 including:</p> <ul style="list-style-type: none"> a) Appointment of the Internal Auditor b) Confirmation of scope of Internal Audit
<p>2022.111 5 minutes</p>	<p>Governance Reviews Year Ending 31st March 2023 (documents attached)</p> <p>To carry out reviews of governance documents for year ending 31st March 2023 including:</p> <ul style="list-style-type: none"> a) Review of the Risk Registers b) Review of the Fixed Asset Register c) Standing Orders and Financial Regulations d) Review of the Earmarked Reserves
<p>2022.112 20 minutes</p>	<p>Council, Councillor and Clerk Reports</p> <p>To receive any reports and update from clerk and members including:</p> <ul style="list-style-type: none"> a) Community Policing – Cllr Tapper b) Highways / CSW Report and Updates – Cllr Tapper c) Playground equipment updates – Cllr Leonard and the Clerk d) Rec Group – Cllr Leonard e) Dog waste bin – Clerk (January minutes refer) f) Social Media and Website management – Cllr Leonard and the Clerk g) Annual Parish Meeting arrangements – Cllr Leonard and the Clerk
<p>2022.113 2 minutes</p>	<p>Village Newsletter</p> <p>To agree any items for inclusion in the village newsletter</p>

2022.114 2 minutes	Date of next meeting Monday 3 rd April 2023 – Planning Only/Neighbourhood Planning Wednesday 26 th April 2023 – Annual Parish Meeting.
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