

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 the Annual Council Meeting of the Parish Council to be held on **Wednesday 3rd May 2023** in the Village Hall commencing at 7.30 pm for the transaction of the business shown on the agenda below.



Nicola J Duke - Parish Clerk
25th April 2023

Open Forum to hear from members of the public

Please note that matters raised under Open Forum will be subject to a limit of three minutes and should be notified to the clerk by 7.15 pm on the night of the meeting.

	AGENDA ITEM
2023/01	Election of Chair In accordance with the Local Government Act 1972 ss 15 (2) and 34 (2) to elect a Chair of the Parish Council for the municipal year 2023/2024
2023/02	Declaration of acceptance of office To receive the Chair's signed declaration of acceptance of office
2023/03	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)
2023/04	Election of Vice-Chair In accordance with the Local Government Act 1972 ss 15 (6) and 34 (6) to elect a Vice-Chair of the Parish Council for the municipal year 2023/2024
2023/05	Declaration of Acceptance of Office To receive the Vice-Chair's signed declaration of acceptance of office
2023/06	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

2023/07	<p>Parish Councillor Representatives</p> <p>To agree member portfolios and representation for 2023/2024:</p> <ul style="list-style-type: none"> • Highways and Parish Steward • LHFIG (CATG) • Community Speed Watch • SID Project • CPT and Police Liaison • Defibrillator checks • Dog bag refills • Emergency Plan • Facebook / Website • Newsletter • Footpaths • Human Resources • Melksham Area Board • Model Railway Club key holder • Planning • Recreation Group (inc ACP) • St Mary’s Building Management Committee – PC rep • STASH (Shop) • Village Hall • Christmas Event Planning
2023/08	<p>Parish Council Insurance 2023/2024</p> <p>To confirm insurance arrangements for 2023/2024 (information to follow)</p>
2023/09	<p>Parish Council banking arrangements 2023/2024</p> <p>To confirm bank signatories for 2023/2024</p>
2023/10	<p>Calendar of meetings</p> <p>To note the Calendar of Meetings for the 2023/2024 municipal year:</p> <p>Monday 5th June 2023 – Planning Only/Neighbourhood Planning</p> <p>Monday 3rd July 2023 – Full Council - Approval of accounts 2022/2023</p> <p>August – Council recess</p> <p>Monday 4th September 2023 –Full Council</p> <p>Monday 2nd October 2023 – Planning Only/Neighbourhood Planning</p> <p>Monday 6th November 2023 – Full Council – Budget setting 2024/2025</p> <p>Monday 4th December 2023 – Planning only (if required)</p> <p>Thursday 8th January 2024– Full Council - Precept setting 2023/2024</p> <p>Monday 5th February 2024 – Planning Only/Neighbourhood Planning</p> <p>Monday 4th March 2024 – Year end procedures 2023/2024</p> <p>Monday 1st April 2024 – Planning Only/Neighbourhood Planning</p> <p>May 2024 –Annual Council Meeting – date to be confirmed, dependant on Bank Holidays</p> <p>Date for Annual Parish Meeting to be determined (must take place before 1st June)</p>
2023/11	<p>Planning Applications</p> <p>PL/2023/02702 - 9 Common Hill, Steeple Ashton, BA14 6EE - Single storey oak framed side extension to provide a garden room.</p> <p>PL/2023/02951 - Land South-East of Elmhurst, Southbrook Lane, Steeple Ashton, BA14 6HW - Proposed Replacement Agricultural Building.</p>

2023/12	Grant Application To receive and consider a grant application from the Methodist Church (information attached).
2023/13	Correspondence To receive and consider any items of correspondence
2023/14	Date of next meeting Monday 5 th June 2023 – Planning Only/Neighbourhood Planning