

# 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 5<sup>th</sup> June 2023** commencing at 7.00 pm in the Village Hall, for the transaction of the business shown on the agenda below.



Nicola J Duke - Parish Clerk

26<sup>th</sup> May 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
<b>2023.15</b> 1 minute	<b>Apologies for Absence and to consider the reasons given</b> To receive apologies for absence and to consider the acceptance thereof.
<b>2023.16</b> 1 minute	<b>Declarations of Interest and Dispensations to Participate</b> 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.
<b>2023.17</b> 2 minutes	<b>Minutes of Council Meetings</b> To confirm and sign as a correct record the minutes of a meeting of the Parish Council held on <b>3<sup>rd</sup> April 2023</b> and the Annual Council Meeting held on <b>3<sup>rd</sup> May 2023</b> (copies attached).
<b>2023.18</b> 10 minutes	<b>Planning Applications</b>  <b>PL/2023/03524</b> - 1 St Marys, Steeple Ashton, Trowbridge, BA14 6EN - New two storey dwelling  <b>PL/2023/03432</b> - 6 Home Farm Close, Steeple Ashton, Trowbridge, BA14 6AH - Construction of a garden room in the back garden  To receive and consider planning applications received after the issue of the agenda ( <i>where the response time falls outside of the meeting schedule and an extension cannot be obtained</i> ).

<b>2023.19</b> 15 minutes	<b>Parish Council Accounts Year Ending 31.03.2023</b> (reports attached) <ul style="list-style-type: none"> <li>a) To receive and consider the Internal Audit report, review its findings and the effectiveness of the system of Internal Control.</li> <li>b) To prepare and approve Section 1: parts 2 and 3 (Annual Governance Statement 2022/23) of the AGAR.</li> <li>c) To consider Section 2: parts 2 and 3 (Accounting Statements 2022/23) of the AGAR.</li> <li>d) To approve, sign and date Section 2; parts 2 and 3 (Accounting Statements 2022/23).</li> <li>e) To set the dates for the period of public inspection (proposed copy attached).</li> </ul>
<b>2023.20</b> 5 minutes	<b>Parish Council Insurance 2023-2024</b> To review the insurance arrangements for 2023-2024, confirm cover and approve the associated payment in the amount of £1,419.19 (information attached).
<b>2023.21</b> 10 mins	<b>Council Reports and Correspondence</b> To receive any Councillor Reports or items of correspondence
<b>2023.22</b> 5 mins	<b>Parish Steward</b> To identify any tasks required for the Parish Steward
<b>2023.23</b> 2 minutes	<b>Village Newsletter</b> To agree any items for inclusion in the village newsletter
<b>2023.24</b> 1 minute	<b>Date of next meeting</b> Monday 3 <sup>rd</sup> July 2023 – Full Council