

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 November 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 November 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
2023.64 1 minute	Apologies for Absence and to consider the reasons given To receive apologies for absence and to consider the acceptance thereof.
2023.65 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.
2023.66 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 2nd October 2023 (copy attached).
2023.67 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.
2023.68 10 minutes	Planning Applications and Consultations PL/2023/09015 -2 Spiers Piece, Steeple Ashton, Trowbridge, BA14 6HG - Construction of a two-storey extension to the right hand side / Eastern elevation of

	<p>the existing house. Reconstructing the existing single storey utility area at the rear with new walls and roof.</p> <p>Wiltshire Council – Local Plan Consultation 2023 To resolve the Parish Council's response to the Local Plan consultation (summary points previously circulated).</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>
2023.69 3 minutes	<p>Neighbourhood Plan To receive any available update from the Neighbourhood Plan Steering Group.</p>
2023.70 5 minutes	<p>Luffenham Meadow To consider arrangements for the lease for the land and receive a report from the Clerk regarding the associated insurance costs</p>
2023.71 5 minutes	<p>Financial Reports (papers attached)</p> <ul style="list-style-type: none"> a) To receive a list of payments and receipts September 2023 b) To receive Bank Reconciliation Statement as at 30th September 2023 c) To receive a Financial Position Statement as at 30th September 2023 d) To receive and note list of Earmarked Reserves September 2023 e) To receive and note the Budget Report as at 30th September 2023 f) To receive and approve the list of payments October 2023
2023.72 5 minutes	<p>Parish Council Governance Documents To consider for adoption new Model Documents as listed (copies attached):</p> <ul style="list-style-type: none"> a) Standing Orders b) Financial Regulations
2023.73 20 minutes	<p>Council, Councillor and Clerk Reports 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 – Cllrs Tapper & Jones including approval of draft Terms of Reference for the new Highways Group (copy attached) c) Landscape maintenance contract & site meeting – Cllr Leonard d) Keevil 'shed' project for Steeple Ashton – Cllr Leonard e) Annual play area inspections – Parish Clerk f) Salt bin request Southbrook Lane/Spiers Piece – Cllr Petrie g) Revised lease for WWMRC Acreshort Hut – Cllr Leonard/Parish Clerk h) Winter preparations, salt etc. - Cllr Cottle
2023.74 2 minutes	<p>Correspondence None at time of issue.</p>
2023.75 2 minutes	<p>Village Newsletter To agree any items for inclusion in the village newsletter</p>
2023.76 2 minutes	<p>Date of next meeting Monday 4th December 2023 – Planning Only/Neighbourhood Planning</p>