

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 **Wednesday 3rd January 2024** 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

22nd December 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
2023.90 1 minute	Apologies for Absence and to consider the reasons given To receive apologies for absence and to consider the acceptance thereof.
2023.91 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.
2023.92 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 4th December 2023 (copy attached).
2023.93 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.

2023.94 5 minutes	Planning Applications and Consultations PL/2023/10566 - Bullen Hill Farm, Ashton Common, Steeple Ashton, Trowbridge, BA14 6DY - Extension & Alterations to Dwelling. PL/2023/10701 – The Manor, Church Street, Steeple Ashton, BA14 6EW - T1 - Leylandii tree – fell. PL/2023/11039 – Tylers Cottage, 7 High, Street, Steeple Ashton, BA14 6EL - 1 x Conifer tree and 1 x Ash tree – fell. 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>).
2023.95 3 minutes	Neighbourhood Plan To receive any available update from the Neighbourhood Plan Steering Group.
2023.96 5 minutes	D-Day memorial event 2024 To consider event planning for the D-Day memorial event (December minutes refer)
2023.97 10 minutes	Highways and LHFIG <ol style="list-style-type: none"> a) To receive any available update from Cllr Tapper regarding Sandpits Lane and the plans to create a new access into the playing fields. b) To receive any other available updates on Highway and LHFIG matters.
2023.98 5 minutes	Annual Play Area Inspections To receive updates on actions taken following the issue of the 2023 inspection report and consider any further actions required.
2023.99 10 minutes	Financial Reports (papers to follow) <ol style="list-style-type: none"> a) To receive a list of payments and receipts December 2023 b) To receive Bank Reconciliation Statement as at 31st December 2023 c) To receive a Financial Position Statement as at 31st December 2023 d) To receive and note list of Earmarked Reserves December 2023 e) To receive and note the Budget Report as at 31st December 2023 f) To receive and approve the list of payments November and December 2023
2023.100 5 minutes	Financial Matters <ol style="list-style-type: none"> a) To consider the addition of a further bank signatory (Chair to report) b) To consider for adoption the NALC/NJC National Pay Award 2023/24 and approve the payment of backdated salary as required (attached)
2023.101 20 minutes	Parish Council Budget and Precept 2024/25 (papers attached) <ol style="list-style-type: none"> a) To agree and approve the Council's budget for 2024/25 b) To set the Council's precept for 2024/25
2023.102 10 minutes	Council, Councillor and Clerk Reports To receive any reports and update from clerk and members including: <ol style="list-style-type: none"> a) Community Policing – Cllr Tapper b) Archive storage options – Parish Clerk c) Community Emergency Contacts – Parish Clerk d) Grounds maintenance contract 2024/25 – Parish Clerk e) Melksham Area Board grants – Parish Clerk

2023.103 2 minutes	Correspondence None at time of issue.
2023.104 1 minute	Village Newsletter To agree items for inclusion in the next edition of the newsletter.
2023.105 1 minute	Date of next meeting Monday 5 th February 2024 – Planning/Neighbourhood Planning only