

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 1st May 2024** 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
24th April 2024

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
2024/01	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 2024/2025
2024/02	Declaration of acceptance of office To receive the Chair's signed declaration of acceptance of office
2024/03	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)
2024/04	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 2024/2025
2024/05	Declaration of Acceptance of Office To receive the Vice-Chair's signed declaration of acceptance of office
2024/06	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

2024/07	<p>Parish Councillor Representatives</p> <p>To agree member portfolios and representation for 2024/2025:</p> <ul style="list-style-type: none"> • Highways Group • Parish Steward • LHFIG (CATG) • Community Speed Watch • SID Project • CPT and Police Liaison • Defibrillator checks • Dog bag refills • Emergency Plan • Flood Plan and Drainage • Flood Warden • 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
2024/08	<p>Parish Council Insurance 2024/2025</p> <p>To confirm insurance arrangements for 2023/2024 (information to follow, when received)</p>
2024/09	<p>Parish Council banking arrangements 2024/2025</p> <p>To confirm bank signatories for 2024/2025</p>
2024/10	<p>Grounds Maintenance Contract 2024/2025</p> <p>To receive the outcomes of the recent tendering process and appoint a grounds maintenance contractor for 2024/25 (information to be sent under separate cover).</p>
2024/11	<p>Planning Applications and Consultations</p> <p>a) To resolve the Council's comments on the below listed application:</p> <p>PL/2024/02840 - Manor Farm, The Strand, Steeple Ashton, Trowbridge, BA14 6EP - Proposed Apex and Lean-to Structures to cover existing feeding and dung storage areas to prevent the escape of dirty water, proposed apex roof structure to cover existing feeding area yard.</p> <p>b) To consider whether the Council wishes to respond to the below listed consultation and, if so, to agree the content of that response:</p> <p>Draft Licensing Policy 2024-2029 consultation (information previously circulated).</p>
2024/12	<p>Dog Fouling in the PC Recreation Areas</p> <p>To consider the issue of dog fouling and agree what actions to take.</p>

2024/13	<p>Calendar of meetings</p> <p>To note the Calendar of Meetings for the 2024/2025 municipal year:</p> <p>Monday 3rd June 2024 – Planning /Approval of accounts 2023/24 Monday 1st July 2024– Full Council August – Council recess Monday 2nd September 2024 –Full Council Wednesday 2nd October 2024 – Planning Only/Neighbourhood Planning Monday 4th November 2024 – Full Council – Budget setting 2024/2025 Monday 2nd December 2024 – Planning only (if required) Thursday 6th January 2025– Full Council - Precept setting 2025/2026 Monday 3rd February 2025 – Planning Only/Neighbourhood Planning Monday 3rd March 2025 – Year end procedures 2023/2024 Wednesday 2nd April 2025 – Planning Only/Neighbourhood Planning Monday 5th May 2025 –Annual Council Meeting – Date for Annual Parish Meeting to be determined (must take place before 1st June)</p>
2024/14	<p>Date of next meeting</p> <p>Monday 3rd June 2024 – Planning /Approval of accounts 2023/24</p>