Atworth Parish Council
Atworth Village Hall, Atworth, SN12 8JY. Tel 07939 877273
Chair: Cllr Emma Roberts. Clerk: Martin Kyte

Notice of meeting

Full Council: Tuesday 17th October 2023
Time: 7.30pm
Venue: The Village Hall, Atworth

All members of the Council are hereby summoned to attend a meeting of Atworth Parish Council for the purpose of transacting the business as set out below.

Under the Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100 if any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting email clerk@atworth.org or phone 07939 877273.

Martin Kyte Parish Clerk
13th September 2023

7:30pm Public Participation

This section (at the Chairman's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced at the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.

AGENDA

144/23 To receive **apologies** for absence and note any matters relating to any vacant seats.

145/23 To receive any **declarations of Pecuniary and Non-Pecuniary Interests** – declarations of pecuniary and non-pecuniary interests pertaining to agenda items for this meeting (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464)

146/23 **Dispensations** - Council is asked to note any dispensations the Clerk may have received from Councillors

147/23 **Exclusion of the Press and Public** Standing Order #1c
The Parish Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.
The Clerk advises Council that there is no item which will require the exclusion of the Public.

148/23 **Election of Council Vice-Chair**

149/23 **To receive and sign the minutes of the meeting held on Tuesday 19th September 2023 and the Extraordinary Meeting held on 26th September 2023** (Previously circulated)

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150/23 Actions Outstanding from Last Ordinary Council Meeting on 19th September

151/23 Co-Option Proposal – To consider the applications for councillor from David Hough and Heather Chaplin.

152/23 Reports from Partner Organisations:

a. Wiltshire Councillor
b. Village Hall Committee
c. Youth Club
d. Wiltshire Police

153/23 Footpath, Footways and Highways Issues:

a. To note written update from Cllr Telling.
b. Traffic & Highways Committee – Council is asked to approve Terms of Reference for Committee

PLANNING

154/23 New Applications: No new applications to be considered at the meeting, the following application was communicated separately with no known objection;

Application Ref PL/2023/08080 - Proposed Works to Trees in a Conservation Area
Address: 110 BRADFORD ROAD, ATWORTH, MELKSHAM, SN12 8HY
Proposal: T1 - Whitebeam. Fell and replace tree. Heavy historic pruning has lead to trees decline, Annual early leaf drop and sparse crown. Family member also high allergic to white beam pollen. tree to be replaced with Scotts pine.
Applicant Name Mrs Victoria Visser **Case Officer:** Beverley Griffin
Respond By: 13-10-2023
Application Link: https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BD1jb

155/23 Planning Decisions: Council is asked to note the below decision made by Wiltshire Council.

Application Ref PL/2023/02865 - Householder Application
Address: Westfield House, 226 Little Chalfield, Wilts, SN12 8NN
Proposal: Siting of 2 no. Air-Sourced Heat Pump (ASHP) units next to western wall of annexe
Applicant Name: Mrs Joanna Towers Case Officer: Selina (Nina) Parker-Miles
Decision Date: 03-10-2023 Decision: Approve with Conditions
Application Link: https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001AZZt2

VILLAGE MAINTENANCE

156/23 Maintenance of Jubilee Copse - Council is asked to review quotes received by Councillor Addis and approve a preferred provider.

157/23 Parish Steward:

(a) Council to note jobs completed by steward this month.
(b) To consider future jobs for the parish steward – next visit 31st October.

158/23 Clocktower Christmas Celebration – Council to approve a not to exceed budget of £150 for Festive light display.

159/23 **Armistice Wreath –** Council to approve a not to exceed budget of £50 for purchase of wreath/items for remembrance commemoration.

COMMUNICATIONS & PROJECTS

160/23 **Comms & Project Officers Progress Report - to include Options for Joint Working with CAWS**
Council is to note written report.

FINANCE

161/23 **Banking**

a. **Invoices** – Council is asked to approve the following invoices at a total cost for this month of : **£2,593.19 Inc VAT**

Authority	Payee	Description	Net	VAT	Gross
LGA 1972 s.112(2)	Staff Pay/Tax/NI	Oct Pay	£1,121.83	-	£1,121.83
LGA 1894s.8(1)(i)	ID Verde	Rec Grass Cutting Oct	£310.28	£62.06	£372.34
LGA 1972 s.142	Parish Council Websites	Website Design	£369.85	£73.97	£443.82
LGA 1972 s.142	Parish Council Websites	Domain Hosting (2 years)	£135.00	£27.00	£162.00
LGA 1972 s.111	PKF Littlejohn	External Audit Costs	£210.00	£42.00	£252.00
LGA 1972 s.111	SLCC	ILCA Qualification	£120.00	£24.00	£144.00
LGA 1972 s.143	Geoxphere	Parish Online subscription	£81.00	£16.20	£97.20

b. **To note the bank balances as at 30th September 2023:**

Lloyds	£0.00
Unity	£41,267.02

162/23 **External Audit – Financial Compliance**
Council to note External Audit report and Implementation Plan to address all audit recommendations.

163/23 **Budget, Spend & Forecast as at 30th September 2023**
Council to note the spend and forecast against original budget for this FY as well as variance against both budget and bank balance.

ADMINISTRATIVE

164/23 **AVH Ways of Working Update**
Council to note update from Chair on discussions with AVH re future ways of working.

165/23 **Items for future meetings**
Council is asked to consider any items for November's agenda.

166/23 **Correspondence -** Council is asked to note correspondence forwarded to councillors by the clerk in the weekly Friday Night Updates on 29 Sept, 6 Oct and 13 Oct.

167/23 **Date of Next Scheduled Meeting**
21st November 2023 at 7.30pm Atworth Village Hall