

Heytesbury, Imber and Knook Parish Council

All councillors are summoned to attend a meeting of Heytesbury, Imber and Knook Parish Council at Hospital of St John, Heytesbury, BA12 0HW, on Tuesday 25 June 2024 at seven o'clock in the evening.

Members of the public are welcome to observe the meeting. Before the start of the meeting there will be an opportunity for members of the public to speak about any issues of concern.

Agenda

- 1 Apologies
- 2 Declarations of interest
- 3 To agree the minutes of the meeting on 21 May 2024
- 4 Chair's announcements
- 5 To note the bank statements
- 6 To note the bank reconciliation to 31 May 2024 [Paper A](#)
- 7 To note the budget report to 12 June 2024 [Paper B](#)
- 8 To approve payments
 - 13/24 idverde grounds maintenance £277.39
 - 14/24 Neat n Tidy maintenance of footpaths £400
 - 15/24 Hospital of St John room hire 12 June and 25 June 2024
 - 16/24 June payroll
- 9 To approve the risk assessment [Paper C](#)
- 10 To approve the revised financial regulations [Paper D](#)
- 11 To agree traffic survey locations [Paper E](#)
- 12 Planning applications
 - [PL/2024/04835](#) North Lodge, 19 Heytesbury Park, Heytesbury, consent under Tree Preservation Orders
- 13 To receive and note a report from the Clerk concerning agendas and meeting papers [Paper F](#)

- 14 To consider a quotation of £80 plus VAT to inspect trees in Park Street
- 15 Items from councillors
- i. Request from Cllr Fellowes for a dog bag dispenser in Little London at a cost of £143.35 plus VAT. [Paper G](#)
 - ii. Request from Cllr Fellowes for a 'no dogs allowed' sign at the play area at a cost of £115 plus VAT. [Paper H](#)
 - iii. Training requests from Cllr Sturmeay for approval:
 - a. [leadership in challenging situations](#) at a cost of £16 plus VAT
 - b. [mental health essentials](#) at a cost of £14 plus VAT
 - c. [emotional intelligence and personal resilience](#) £16 plus VAT
 - d. [play area inspection training](#) at a cost of £125 plus VAT
 - iv. Proposal to obtain consent under section 96 of the Highways Act 1980 to maintain a grass verge at the end of Park Street. Cllr Sturmeay [Paper I](#)
 - v. A brief update on the following at the request of Cllr Williams:
 - a. Best Kept Village Competition
 - b. neighbourhood plan
 - c. proposal for a bench in Park Lane passed to the Outside Spaces Working Group
 - vi. A short verbal update from Cllr Coombes on proposed parish events.
- 16 Exclusion of the press and public under the Public Bodies (Admission to Meetings) Act 1960 due to the likely disclosure of sensitive information
- 17 To consider the tenancy renewal with Knook, Heytesbury and Imber Allotment Association and legal advice in respect of the tenancy agreement



John Cap

Clerk and Responsible Financial Officer

17 June 2024