

Agenda
Tuesday 26th November 2024
@ 7pm

Councillors N Williams (Chair), V Sturmey (Vice Chair), B Coombes, J Sneddon, S King, P Fellowes, C Barker-Bennet, and L Morris.

You are summoned to a meeting of the Parish Council to be held at Hospital of St John, Heytesbury, BA12 0HW

Karungi Grant

Locum Parish Clerk

Date: 20th November 2024

Members of the public are welcome to attend meetings of the Parish Council, unless excluded due to the confidential nature of the business.
Please notify the Clerk or any of the Councillors if need assistance gaining access to the meeting.

1. Apologies

To receive apologies including reasons for absence, from those unable to attend.

2. Minutes

2.1 **To approve** as a correct record the minutes of the meeting held on 23rd October 2024 previously circulated.

2.2 **To note** any matters arising from the minutes of the meeting held on 23rd October 2024

3. Declarations of Interest

To receive any declarations of interest under the Parish Council's Code of Conduct issued in accordance with the Localism Act 2011

4. Chairman's Announcements

To note any announcements made by the Chair

Standing Orders will be suspended to allow for public participation

5. Public Participation

5.1 **To enable** members of the public to address the Council with an allowance of three minutes per person regarding any item on the agenda.

5.2 **To receive** any petitions or deputations

Standing Orders will be reinstated following public participation

6. Financial Information

6.1 Payments for approval:

37/24 Wessex Rural Crafts maintenance of trees £504
38/24 Hospital of St John room hire £20
39/24 Idverde grounds maintenance £277.39
43/24 Hospital of St John room hire £20
44/24 Albion Stonemasons valuation and condition inspection £283.50
45/24 October pay £743.75
46/24 Harling IT Services Support £20
47/24 Wessex Rural Crafts maintenance of trees £1008

6.2 To note bank reconciliation of 31 October 2024 and monthly financial report

The monthly report which outlines the current position of spend against budget allocated year to date and includes the monthly reconciliation. Attached.

6.3 Revamping the website

To discuss the cost implication of revamping the Parish Council's website.

6.4 Draft Budget for 2025/26

To review the proposed draft budget for 2025/26. Proposed budget is attached for members. The budget must be set before the deadline for submission of the precept in January 2025

6.5 CPRE prize funds

Purchase bird boxes and Insect hotel + Wildflower seed mix for St Johns corner cost £71.73 from our earmarked biodiversity reserve (CPRE prize money)
See attached document, the project will encourage and promote wildlife

6.5.1 Purchase JRB dog poo bags 800 at £30.18

6.6 To propose to transfer £10k from the treasurers account into the BIA account attracting 1% interest

7. New Financial Regulations April 2024

To receive and adopt the new Financial Regulations adapted by the Policy Review Working Group

8. Planning Applications

8.1 Applications received and for comment:

PL/2024/09591

Proposal: Extension to semi-detached dwelling

Site: 40 High Street, Heytesbury, Warminster, BA12 0EA

8.2 PL/2024/10075

Proposal: Installation of Solar PV panels to southern slope of outbuilding.

Heytesbury Mill, Park Lane, Heytesbury, Warminster, BA12 0HE

8.3 PL/2024/10369

Proposal: T1 Honey Locust - Remove. Close proximity to house. New tree to be planted elsewhere in garden.

Site: THE WALLED GARDEN, 18 HEYTESBURY PARK, HEYTESBURY, WARMINSTER, BA12 0HG

Members will review plans on line in advance of the meeting as no paper plans are received from the Planning Authority.

9. Parish Steward

To receive the report from Cllr Sturmey for the parish steward's visit in November

Any future jobs for the parish steward in relation to highways or paved footways, please inform Cllr Sturmey.

10. Outside Spaces Working Group

10.1 Report from Group

- Allotments seek permission to put up a poly tunnel. The tunnel less than 18m long, less than 3m high and less than 4.5m wide, does not require planning permission.
- To report that Ideverde are not carrying out the monthly strimming opposite the allotments.
- To report that the weather team have noted the damaged grit bin, and as it doesn't appear to be letting in water replacement will be done once most of the salt has been used. OSWG to inform when the bin has about a quarter of its salt left.

10.2 Annual Play Safety Report

To report receipt of the annual RoSPA Play Safety Inspection Report

11. Raymond Trust Fund – Monthly Report

12. Employment Relations Working Group (ERWG)

To update Parish Council

13. Policy Review Working Group (PRWG)

To update Parish Council.

14. Wiltshire LEVI survey

To complete survey intended for parish and town councils to provide valuable information to inform future EV charging deployment across Wiltshire.

Standing Order 1c The Parish Council will exercise the right to exclude the public and press by resolution from a closed meeting due to the confidential matters to be discussed. Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960

15. Employment matters and HR Support.