

Agenda
Tuesday 25th March 2025
@ 6.30pm

Councillors N Williams (Chair), V Sturmeay (Vice Chair), 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: 19th March 2025

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 25th February 2025, previously circulated.
 - 2.2 To note** any matters arising from the minutes of the meetings held on 25th February 2025
- 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
 - NOTICE OF ELECTIONS in May 2025

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 To note bank reconciliation of 28th February 2025 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.

6.2 Payments for approval:

Locum Clerk (February wage)	£474.88
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6.3 To note payments as per attached reconciliation schedule:

69/25 Moss cleaner (play area)	£24.88
70/25 Bird boxes etc...	£68.97
71/25 Dog poop bags	£77.22
72/25 Expenses – Phone	£29.36
73/25 HMRC	£1.60
74/25 February pay	£771.23
75/25 HR Support (Feb)	£229.63

6.4 To note receipt of income

Bank Interest	£13.47
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7. Planning Applications

None

8. Parish Steward

To receive the report from Cllr Sturmeay for the parish steward's visit in February. Any future jobs for the parish steward in relation to highways or paved footways, inform Cllr Sturmeay.

9. Grant Application

To consider an application from Heytesbury Social for the village celebrations of VE Day 1945

10. Blind House and Heytesbury War Memorial

2024 Assessment Reports

11. Outside Spaces Working Group (OSWG)

Report from Group and suggestions for future projects

- Report on spend of earmarked reserves for the play area
- To approve purchase of the ROSPA check list for the play area at costs £40.
- To consider ROSPA training for a councillor or volunteer
- Grit bin for the shop
- Community litter pick in April
- CPRE Best kept village competition
- OSWG updates

12. Policy Review Working Group (PRWG)

To approve the NALC Volunteer Policy

13. Employment Relations Working Group (ERWG)

To update Parish Council (covered in agenda item 14)

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

14. Employment matters and HR Support.