



Heytesbury, Imber & Knook Parish Council

Agenda

Meeting on Tuesday 28th April 2026, 7.00pm
At: Hospital of St John's Meeting Room, Heytesbury

Councillors D Bond (Chair), K Riggs (Vice Chair), S Buttenshaw, J Dando, A Kennedy, S King, A Moore, L Morris, R Rickcord, and S Smith.

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

S. Thompson

Sarah Vesey-Thompson
Parish Clerk
Date: 23/04/26

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, clerk@heytesburyparish.co.uk or any of the Councillor's if you need assistance gaining access to the meeting.

1. **APOLOGIES**

2. **MINUTES**

- 2.1 To approve as correct, record the minutes of the regular PC meeting on 31st March 2026 previously circulated.
- 2.2 To note: any matters arising from the minutes of the last meeting held on 31st March 2026.

3. **DECLARATION OF INTEREST**

- 3.1 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:-

- 4.1 Idverde grass cutting contract for the next three years to be approved.

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

6.0 **PLANNING APPLICATIONS**

Planning Application PL/2026/02266
Land South of Park Street, Heytesbury.
Erection of 9 residential dwellings, access, parking, gardens, landscaping and associated works

7. **FINANCIAL INFORMATION**

7.1 **Bank Account Balances for noting:**

Treasurers Account on 21.04.2026	£11530.04
Instant Access Account on 21.04.2026	£14005.10

7.2 **Bank Reconciliation to note of March 2026 & Financial Report**

The monthly report which outlines the current position of spend to date and includes the monthly reconciliations for March 2026 as attached.

7.3 **Payments made & for approval:**

To note payments as per attached Reconciliation Schedule Report.

78/26	WALC Training	£48.00
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79/26	HR Support	£245.70
80/26	WALC Training	£48.00
81/26	Bank Service Charge	£4.25
82/26	March Pay	£433.38
83/26	Locum	£61.24
84/26	PC Mobile	£5.00
85/26	HR Support	£245.70

- Cllr Buttenshaw - Zurich Town and Parish Policy is due for renewal [Policy Ref=169135130] – PC to approve.

7.4 To note receipt of income:

Bank Interest	£5.82
Transfer	£1500.00

8. POLICY REVIEW

Policies Review, update from Cllr Dando:

9. CLERK

Review and approve the documents required to satisfy the audit process.
 Risk Assessment Register 2026
 Fixed Asset Register 2026
 Standing Orders 2026
 Financial Regulations 2026

10. PARISH STEWARD & REPORT FROM CLLR RIGGS

Report from Cllr Riggs

11. POLICE & NEIGHBOURHOOD

Report from Cllr Dando

12. EMAILS SHARED TO COUNCILLOR'S

01.04.26 Celebrating age creative conversations for the 65+
 02.04.26 WALC Members Survey
 14.04.26 Briefing Note 26-04, Crisis and Resilience Fund
 17.04.26 INVITATION - please RSVP - People's Emergency Briefing Film Screening
 20.04.26 Knook Camp Email from Cllr Newbury

Next Meeting will be held on Tuesday 29th May 2026, 7.00pm