

BURCOMBE PARISH COUNCIL

Parish Clerk: Clare Churchill.

Telephone 07547 933 119

www.burcombepc@btinternet.com

3rd May 2022

Cllrs Bramwell, Combes, Elkins, Hankey and Mayhew.

You are hereby summoned to the Annual Meeting of Burcombe Parish Council to be held on Monday 9th May 2022 at Burcombe Village Hall following the Annual Parish Meeting at 6.30pm

In accordance with the Local Government Act 1972 sch 12 paras 10 and 26.

If you are unable to attend please inform the Clerk as soon as possible,

Regards

Clare Churchill

Clerk to Burcombe Parish Council

Burcombe Parish Council Clerk: Clare Churchill
Tel: 07547 933 119 burcombepc@btinternet.com

Mrs C Churchill, Parish Clerk

Agenda for the Annual Meeting of Burcombe Without Parish Council to be held on Monday 9th May 2022at Burcombe village hall following the Annual Parish Meeting at 6.30pm

Members of the Public are welcome to attend and are invited to speak if they so wish. If a member of the public wishes to speak, please could they advise the clerk of this intention on arrival?

The running order of the Agenda is at the discretion of the Chairman and may not always follow the sequence as listed. In order to ensure being present during the consideration of an Agenda item (wherever it may appear on the list of items to be considered), Councillors and members of the public are advised to be present at the meeting from the time given above.

A short period of time will be set aside prior to the start of the meeting for questions or statements from members of the public on any matter concerning the village.

To receive a report from Wiltshire Cllr Nabil Najjar

AGENDA

0452. Election of Chairman. To elect a Chairman for the council year ending May 2023.
Local Government Act 1972 ss15

0453. Declaration of acceptance of Office. The newly elected Chairman to sign.
Local Government Act 1972 s83(4)

0454 Apologies for absence and to consider whether to approve the reasons given.
Local Government Act 1972 s85(1)

0455. Council meeting minutes - to confirm and sign the minutes of the parish council meeting held on 7th March 2022.
Local Government Act 1972 sch 12, para 41(1)

0456. Interests.

- (i) Cllrs to declare any Disclosable Pecuniary Interests related to any matters to be considered in this agenda that do not appear in the Cllr's register of interests.
- (ii) In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.

Cllrs are reminded that it is their responsibility to ensure their register of interests on the WC website is kept up to date.

Localism Act 2011. S 33.

0457. Exclusion of the press and public. To agree any items to be dealt with after the public, including the press, have been excluded under.
Public Bodies (Admissions to Meetings) Act 1960

0458. Election of Vice Chairman. To elect a Vice Chairman for the council year ending May 2022 and signing of the Declaration of Acceptance of Office.
Local Government Act 1972 ss34

Mrs C Churchill, Parish Clerk

0459. Platinum Jubilee of Her Majesty The Queen. This unique event takes place in June 2022 and to mark the occasion there is an additional bank holiday, the late May bank holiday Monday has been moved to the end of the week so there is a four day weekend.

There will be National events [please follow this link](#)

- (i) To receive an update on the events planned at The Ship Inn
- (ii) To receive an update regarding a flagpole and Union flag.inc the purchase of a Union Flag.
- (iii) To receive an update on any other events taking place in the parish
- (iv) To confirm any matters requiring the authorisation of Burcombe Without PC.

0460. Year ending 31st March 2022.

- (i) To note the bank reconciliation

Opening balance £4,034.18

Total receipts £3,091.00

Total payments £2,368.53

Closing balance £4,756.65

The balance includes ring fenced reserves totally £3,985.27.

- (i) To confirm monies to be allocated as Ear Marked Reserves
- (ii) To confirm the Asset Register
- (iii) To note the report from the Internal Auditor
- (iv) To confirm the Annual Governance Statement
- (v) To approve the Annual Return
- (vi) To resolve to certify that the council is exempt from a limited assurance review by the external auditor and that they meet the qualifying criteria.

0461. Year ending 31st March 2023.

- (ii) To note the bank reconciliation
- (iii) To note payments made since the last meeting.
- (iv) To review and approve terms of expenditure as detailed in schedule of payments
- (v) To confirm the existing bank signatories
- (vi) To confirm the addition of Cllr Hankey as a bank signatory.
- (vii) To confirm the grant application to SWWAB for kissing gates.

0462. To confirm dates for parish council meetings for the forthcoming year.

Monday 5th September 2022

Monday 5th December 2022

Monday 6th March 2023

Monday 8th May 2023 (second Monday due to Bank Holiday)

0463. To confirm responsibilities for the forthcoming year. Current reps are in brackets.

Highways rep inc liaising with Parish Steward

Flood Warden (Cllr Combes)

SWWAB (All Cllrs)

SWWAB Community Safety Group (4 meetings pa) (Cllr Mayhew)

Local Highway Footpath Improvement Group (LHFIG) previously CATG

Emergency Volunteer

Rights of Way (Cllr Hankey)

Dementia Champion

0464. Maintenance of Parish Council assets.

- (i) **Red Telephone Kiosk** – to agree to maintenance and repainting.
- (ii) **Wooden Bench near the postbox** – update on the annual maintenance .
- (iii) **Bus Shelter on the A30** – Cllr Bramwell to report

Mrs C Churchill, Parish Clerk

0465. PLANNING. To consider how to respond to Wiltshire Council on any planning applications made after the publication of this agenda.

0466. Highway matters

- (i) To note any matters that need to be reported to Highways.
- (ii) To note matters previously reported to Highways

0467. To receive updates on the following

- (i) Chalke Valley Speed and Flood Group
- (ii) Community Orchard
To approve the wording for a sign.

- (iii) Emergency Plan.
To consider the template from WC.

- (iv) Welcome Packs
- (v) Rights of Way
- (vi) Burcombe Churchyard

0468. Policies required.

To consider and adopt the following draft policies

- Social media
- Press and media

0469. Update of Actions from the meeting dated 7th March 2022.

0470. Correspondence / Clerk's report.

Community Safety Group meets on 8th June at 1pm

Local Highways Footpath Improvement Group meet on 8th June at 2pm

Operational Flood Working Group meets on 22nd June at 10am

SWWAB meets on 29th June at 6.30pm

Clerk attending a branch meeting of SLCC on 20th June

0471. To note items for the agenda and to confirm the date of the next meeting of the Parish Council as Monday 5th September 2022.