

WEST KNOYLE PARISH COUNCIL

Parish Clerk – Mrs. L. C. Wood

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10th May 2016

Dear Councillor,

Your attendance is requested for the Annual Parish Council meeting to be held on Tuesday, 17th May 2016 immediately after the Annual Parish Meeting, in West Knoyle Village Hall.

Yours sincerely,

Mrs. L. C. Wood,
Parish Clerk.

AGENDA

1. To elect Chairman of West Knoyle Parish Council for 2016/17

2. To elect Vice-Chairman of West Knoyle Parish Council for 2016/17

3. To receive Declarations of Acceptance of Office from Chairman + Vice-Chairman and to receive any declarations of interests from Members and to consider requests for new DPI dispensations.

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the West Knoyle Code of Conduct for Members and by the Localism Act 2011.

4. Public Session

The Chairman will re-convene the Parish Council meeting after the public session (please note that members of the public are no longer permitted to speak unless invited to do so by the Chairman).

5. To receive apologies for absence

6. Minutes – To approve Minutes of Parish Council meeting held on Tuesday, 1st March 2016

7. To appoint/re-appoint representatives to outside bodies/organisations:

Organisation	2015/16 Representative
Footpaths & Rights of Way	Cllr. Ruth Dresman
Neighbourhood Watch & Bobby Van	The Council
Transport	Cllr. A. Filleau
Village Hall	Cllr. Mrs. Jinny Brockway
Parish Steward	Cllr. A. Filleau
Area Board	Chairman & Vice-Chairman

8. To consider bank accounts and signatory arrangements.

9. To appoint/reappoint internal auditor

10. To fix the dates and times of ordinary meetings of the Council for the ensuing year.

11. Matters Arising

- a) Highway & parking issues at Willoughby Hedge – (see Minute 122a) –
- b) Community Speedwatch Scheme (see Minute 122b)
- c) Speed Indicator Device Scheme (see Minute 122c)

12. Planning (All applications can be viewed on Wiltshire Council's website

<http://www.wiltshire.gov.uk/environmentandplanning/planninganddevelopment/planningapplicationssearchonline/planningsearch.htm> – and type in the relevant application number)

a) Applications to consider at the meeting:

Application Ref: 16/03197/FUL

Application for: Full Planning

Proposal: Proposed construction of two semi-detached houses, along with creation of new access and associated works (resubmission of 15/04529/FUL)

At: Land adjacent to 6 Oderne, The Street, West Knoyle BA12 6AE

b) Applications considered/determined since last meeting:

c) Planning Enforcement Issues

- Screening with tree planting at Copsford
- Expansion of Service Station at Willoughby Hedge

13. Footpaths, Highways, Traffic & Transport

- a) Highways & Footpath Issues for Parish Steward/MyWiltshire App
- b) Report on Annual Local Highway Services Meeting
- c) Community Area Transport Group meeting

14. Play Area

- a) Quotations for new equipment + grant application

15. Finance

a) **Payments** - To approve payments as shown in payment schedule.

Community First Trading	Zurich Municipal Policy Renewal Premium (1.6.16 – 31.5.17)	254.15
WALC	Annual Subscription	56.08
Tower Mint	Queens 90 th Birthday Medals for distribution	?????
Mere Matters	S. 137 Donation	75.00
Mere & District Linkscheme	S. 137 Donation	75.00
Citizens Advice Bureau	S. 137 Donation	50.00
H. M. Revenue & Customs	PAYE 2015/16 – Quarter 1	?????
L. C. Wood	Salary (April, May & June – Q1 2016/17	????? (dated ?????)
Mere Parish Council	Contribution towards office (2016-17)	72.00
Rob Pearce Ground	Play Area – Grass Cutting	?????

- b) Assessment of risks facing the council and review of insurance provision & effectiveness of internal controls.
- c) Internal Audit Report
- d) Accounts & Audit - To approve accounts & supporting statements and to verify bank reconciliation for the year ended 31st March 2016
- e) To complete Annual Return for the year ended 31st March 2016
- f) To note public rights to inspect accounts.

16. General Items

- a) Queens 90th Birthday Celebrations

Members are reminded that the Parish Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health & Safety and Human Rights.