

Britford Parish Council
Annual Parish Council Meeting Agenda.
Jay McGowan, Parish Clerk – clerk@britfordparishcouncil.co.uk

Dear All

You are invited to attend the **Annual Parish Council Meeting** of Britford Parish Council to be held on **Thursday 9th 2024 at 7.30pm** at Britford Memorial and Community Hall.

Yours faithfully, Mrs Jay McGowan - Parish Clerk.

1st May 2024

No public session held as the public are invited to speak at the Annual Parish Meeting held prior to this meeting.

Agenda

24.01.01 To Elect the Chairman for 2024/2025.

24.01.02 To Elect the Vice Chairman for 2024/2025.

24.01.03 Apologies for Absence. To receive and accept apologies for absence.

24.01.04 Vacancies in Council Office: One.

24.01.05 Declaration of Interest: Councillors to disclose their interests in matters to be discussed and to decide requests for dispensation.

24.01.06 To consider any urgent matters raised in the public session, and any other urgent matters or items from councillors. (For discussions only, no decisions can be taken.)

24.01.07 To agree any items on the agenda that are to be dealt with following the exclusion of the press & public.

24.01.08 Council Policies. To review and accept the following Council Policies for 2024/2025:

Standing Orders

Financial Risk Policy

Asset Policy

24.01.09 To approve and sign as a correct record Minutes of:

The Ordinary Parish Council meeting held 28th March 2024.

24.01.10 To receive the Internal Audit Report for year ending 31st March 2024.

24.01.11 Bank Reconciliation. To note bank reconciliation year ending 31st March 2024

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24.01.12 Certificate of Exemption. To approve and sign the Certificate of Exemption for the Financial Year Ending 31st March 2024.

24.01.13 Annual Return for the Financial Year ending 31st March 2024. To approve Section 1 – Annual Governance Statement.

24.01.14 Annual Return for the Financial Year ending 31st March 2024. To approve Section 2 – The Account Statements of the Annual Return and Statement Variances for 2023/2024.

24.01.15 VAT Reclaim: to approve the VAT Claim 1st January 2024 - 31st March 2024.

24.01.16 Wiltshire Association of Local Council. To consider and approve membership fee of £184.02 for 2024/25.

24.01.17 Parish Council Insurance. The renewal date for the insurance is 1st June 2024, to approve the renewal quote of £124.1.

24.01.18 Clerk's Report/Items following on from previous meeting.

a. Speed Indicator Devices: These have now been installed and data is being collected.

b. Longford School Parking. Still waiting for an update.

c. Parish Steward: The focus over summer is grass cutting. Worksheets will be submitted as usual.

d. Grass Verges. A request for an extra cut in June from Britford Park & Ride Junction to Bridge Farm Corner been submitted.

24.01.19 Britford Water. The next meeting will be held Thursday 30th May 2024.

24.01.20 Flooding.

24.01.21 Planning

a. To consider a response to any new planning applications received.

PL/2024/03743: Old Shaston Drive, Coombe Bissett, SP5 4JS. Removal of hedgerow notice.

b. To consider a response to any planning applications received between publishing of the agenda, and date of the meeting.

c. To confirm any planning application responses determined email for applications received since last meeting.

d. To note any planning application decisions received by Wiltshire Council.

PL/2024/02564: Salisbury District Hospital, Odstock Road, Salisbury, SP2 8BJ.

Resolved: *No objection.*

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24.01.22 Finance.

- a. To note bank accounts as of 9th May 2024
- b. CIL Payment report year ending 31st March 2024
- c. To approve Schedule of Payments
- d. To approve the Standing Direct Debit payments:
 - Hill Data Systems: £9.48 - monthly
 - 1&1 Ionos: £3.60
 - Clerk's Salary - £302.50
 - ICO Fee: £35.00 - Annual

24.01.23 Meetings.

Wiltshire Council Town & Clerk's Meeting: 10th May 2024, TEAMS

LHFIG Meeting: 6th August 2024, TBN

24.01.24 Correspondence Received.

Briefing Note 24-07 & 08.

WALC Newsletter – April 2024

24.01.25 Items to be carried forward to the next meeting.

24.01.26 To note date of next meeting.

Thursday 4th July 2024

24.01.27 To close the meeting.