

Swallowcliffe Parish Council



To: All Members of Swallowcliffe Parish Council.
You are hereby summoned to attend a meeting of the Council on
Monday 13th January 2020 commencing at **7:00pm** in Swallowcliffe Village Hall
for the transaction of the business shown on the agenda below.

Signed:

Simon Pritchard – The PARISH CLERK

RESIDENTS / MEMBERS OF THE PUBLIC ARE ENCOURAGED TO ATTEND THIS MEETING

At the start of the meeting 10 minutes is allowed for questions and comments from Residents to Members of the Parish Council. Once the formal meeting has started Members of the Public are reminded that they have no right to speak.

~ Agenda ~

57 – Apologies for Absence: (1 Minute)

58 – Declaration of Pecuniary Interests & Dispensations: (2 Minutes)

Members are reminded of their obligation to declare any interests in accordance with the Localism Act 2011 and the Councils Code of Conduct.

59 – Adoption of Minutes: (2 Minutes)

To formally adopt the minutes of previous Council meetings:

- **Thursday 10th October 2019**

LOCAL REPORTS FOR INFORMATION EXCHANGE: -----

60 – Wiltshire Councillor Jose Green's Report: (10 Minutes)

A verbal report / update from the Parishes' elected Wiltshire Councillor

61 - Parish Councillors' Reports: (40 Minutes Total)

- Chairman's Report**
- The Village Hall Committee** – Cllr Blundell
- SW Wiltshire Council Area Board** – Cllr Banas
- Footpaths, Rights of Way & Transport** – Cllr Willis
- Highways** (Inc Parish Steward) – Cllr Banas
- Local Planning & Development** – Cllr Blundell
- Fiscal Policy** – Cllr Blundell
- South West Wiltshire Community Safety Group**– Cllr Cooke
- Flood Warden / Emergency Planning** – Cllr Boothman & Mr Fitzpatrick
- Parish Council Website** – Cllr Banas & The Clerk
- Litter Management** - Cllr Boothman
- Church Green Bench Replacement** – Cllr Willis / Cook

BUSINESS ITEMS: -----

62 – FINANCE: (5 Minutes)

A) Payments:

1. S.Banas – SID Brackets - £32.39
2. Beckington PC – Software Subscription - £17.00
3. S.Pritchard – Annual Salary Payment - £1,337.60
4. HMRC – PAYE - £334.40
5. S.Pritchard – Clerk’s Expenses 2019 - £26.28
6. Village Hall – Annual Room Hire (2019) – 120.00
7. S.Banas - Ramblers Association Hospitality - £27.75

B) To receive bank reconciliation, payments to date and spend against budget to date

63 - Planning & Tree Applications:

To receive and resolve upon any local tree & planning applications made to Wiltshire Council.

~ AT THE TIME OF PUBLICATION NO APPLICATIONS HAD BEEN RECEIVED, BUT THE COUNCIL RESERVES THE RIGHT TO CONSIDER ANY SUCH APPLICATIONS RECEIVED BY THE DAY OF THIS MEETING ~

64 – Appointment of Internal Auditor 2019/20:

Members need to appoint an internal auditor for the year 2019/20.

65 – BT Phone Box – Notice of Removal – Update:

A notice has appeared in the phone box stating that BT intend to remove the kiosk. The Parish Council has objected. The Clerk will give a verbal update.

66 – Meeting Dates 2020/21:

Members are asked to agree the Council’s meeting dates between June 2020 & May 2021

67 – Parish Council Precept 2020/21:

Members must set the Parish Council’s budget and Precept for 2020/21. The RFO will make a recommendation.

68 – Adoption of Emergency Plan

To receive the final draft of the Parishes emergency plan from Cllr Boothman and adopt.

69 – HR Panel Recommendation:

To receive a recommendation from the HR Panel with regards to the Clerks salary and benefits. NB: As this is a confidential item, members of the public may be asked to leave.

*Next meetings:
Thursday 12th March 2020*

*Annual Parish Meeting:
Thursday 2nd April 2020*

*Annual Council Meeting:
Thursday 14th May 2020*