



To: All Members of Swallowcliffe Parish Council.

You are hereby summoned to attend a meeting of the Parish Council

On: **Thursday 12th January 2023** commencing at **7:00pm** in **The Village Hall**

For the transaction of the business shown on the agenda below.

Signed:

Simon Pritchard PSLCC - Parish Clerk & RFO

Engagement with Residents / Members of the Public:

At the start of the meeting at least an hour is allowed for informal information exchange between anyone attending the meeting, this is done under agenda items a to n.

Members of the Public are reminded that they have no right to speak within the formal part of the meeting.

~ Agenda ~

Before the start of the formal meeting, Councillors and Residents may wish to talk about matters effecting the Parish and matters relating to the Parish Council's portfolios

- a) **The Village Hall Committee Representative**
- b) **SW Wiltshire Council Area Board** - Cllr Banas
- c) **Environmental Initiatives** - Ms Boothman
- d) **Footpaths / Rights of Way** - Cllr Willis
- e) **Highway Matters** (inc LHFIG) - Cllr Banas
- f) **Heritage and Cultural Landscape** (includes AONB) - Mrs Osborne
- g) **South-West Wiltshire Community Safety Group** - Cllr Banas
- h) **Local Planning & Development** - Vacant
- i) **Flood Warden** - Mr Fitzpatrick
- j) **Emergency Planning**
- k) **Litter Management** - Ms Boothman
- l) **Wiltshire Councillor's Report** - Cllr Najjar
- m) **Parish Council Chairman's Report**
- n) **Input from Councillors / Residents on any matters not covered above**

~ Formal Meeting ~

36. Apologies for Absence:

To receive any apologies for absence

37. Declarations of Pecuniary Interests & Dispensations:

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

38. Adoption of Minutes:

To adopt the minutes of last Parish Council meeting on **Thursday 13th October 2022**

39. Application for a Prolonged Absence from the Council:

The Local Government act 1972 s85 allow the Council to approve an absent from the Council of longer than 6 months and for that Member to remain as a Councillor. Cllr Willis is applying for a prolonged absence during 2023.

40. Purchase of Framed Picture of HRH Elizabeth II:

The resolve on the opportunity to buy a framed picture of Queen Elizabeth II for £129.06

41. D'fib Training Offer:

To resolve upon the offer from Donhead St Mary PC to join their d'fib training session on Monday 20th February (7pm), at a cost of £5pp

42. Parish Council Finance:**A. Payments to Authorise:**

- a) Newsletter - Cllr Banas - £40.00
- b) Flood Warden Training; parking and fuel- Mr Fitzpatrick - £9.90 + £6.25
- c) Good Councillors Guide - SALC - £8.00
- d) Annual Salary - S. Pritchard - £1,350.55
- e) Annual PAYE - HMRC - £337.40
- f) Annual Expenses - S. Pritchard - £66.52

B. Bank Reconciliation, Payments and Spend Against Budget to Date:

To receive and note. Chairman to sign bank rec.

43. Council Member Roles/ Portfolios:

To consider making changes to the portfolios and appointing people to them.

44. Former Phone Box Refurbishment:

To resolve on the plan and costings for the refurbishment of the former phone box

45. Village Generator:

Grant money has been obtained towards the cost of an electricity generator and storage shed. Members to agreed on the final details of the orders to be placed and resolve on any additional costings.

46. Budget & Precept for 2023/24:

To agree the budget for 2023/24 and set the precept.

47. Confidential Session:

To pass a resolution to exclude the press and the public from the next agenda item as it relates to confidential staffing matters.

48. Appointment of Parish Clerk:

To receive a recommendation from the interview panel for the appointment of a Parish Clerk and RFO from 1st February 2023. To approve all other details including issuing of contract.