

MARKET LAVINGTON PARISH COUNCIL

Clerk: Mrs Carol Hackett, 23 Orchard Close, West Ashton. Wiltshire. BA14 6AU.
Tel: 01225 760372 or Email: carol-hackett@hotmail.com

The Annual Meeting of the Parish Council to be held on

Tuesday 16th May 2017, at 7.15 pm in the Old School.

Carol Hackett

Carol Hackett - Parish Clerk

	AGENDA ITEM
17/18-1	Election of Chairman To elect a Chair of the Parish Council for the municipal year 2017/2018
17/18-2	Declaration of acceptance of office To receive the Chairman's Declaration of Acceptance of Office, or if not then received, to decide when it shall be received
17/18-3	Apologies for Absence To receive apologies for absence and consider reasons for non-attendance
17/18-4	Election of Vice-Chairman To elect a Vice-Chair of the Parish Council for the municipal year 2017/2018
17/18-5	Declaration of acceptance of office To receive the Vice-Chairman's Declaration of Acceptance of Office, or if not then received, to decide when it shall be received
17/18-6	Declaration of acceptance of office To receive the Declaration of Acceptance of Office from all newly elected Parish Councillors, or if not then received, to decide when it shall be received
17/18-7	Declarations of Interest and Dispensations to Participate a) To receive declarations of interest in respect of matters contained in this agenda b) To receive any dispensation requests received
17/18-8	Minutes of Council meetings To confirm and sign as a correct record the minutes of the Parish Council meeting held on the 18th April 2017 (<i>copy enclosed</i>)
17/18-9	Adjournment for Public Discussion (maximum of 5 minutes) Opportunity for members of the public to speak on matters contained in this agenda
17/18-10	Parish Council Committees a) Review Terms of Reference for Parish Council committees (<i>papers enclosed</i>) b) Appoint membership of each committee c) Elect Chairman of 'Management & Finance' Committee for the coming year
17/18-11	Police Report To receive a report from Devizes Rural Neighbourhood Policing Team
17/18-12	Wiltshire Councillor Report To receive a report from Wiltshire Cllr Richard Gamble
17/18-13	Chairman's Report To receive a report from Parish Council Chairman

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17/18-14	<p>Neighbourhood Planning Steering Group</p> <p>a) To receive a report from Chairman of the Steering Group</p> <p>b) To note the draft minutes from the Steering Group meeting held on 25/4/17, ask any questions arising from the minutes, and discuss matters highlighted for the attention of the Parish Council (<i>copy enclosed</i>)</p>
17/18-15	<p>Community Hall Trust</p> <p>To receive a report from Cllr Davis (Parish Council representative on the Trust Committee)</p>
17/18-16	<p>Joint Liaison Committee (JLC)</p> <p>To note the draft minutes from the JLC meeting held on 2/5/17, and ask any questions arising from the minutes (<i>copy enclosed</i>)</p>
17/18-17	<p>Old School Restoration Project</p> <p>a) To receive and consider report from Cllr Osborn outlining all the options available (<i>papers to be emailed separately</i>)</p> <p>b) As necessary, consider and approve financing of the Restoration Project (as per Statutory Authority Local Government Act 2003, Schedule 1, para 2 / Local Government Act 1972, s.133 / Local Government (Miscellaneous Provisions) Act 1976 s.19)</p>
17/18-18	<p>Annual Parish Meeting, Tuesday 23rd May</p> <p>Finalise arrangements – confirm start time</p>
17/18-19	<p>Highways / Maintenance issues in the village</p> <p>a) Update from Cllr Poole and Clerk on matters previously reported</p> <p>b) Consider any new matters to report – for Handyman / Parish Steward</p>
17/18-20	<p>Correspondence Received</p> <p>None received at time of issue</p> <p><i>Any other correspondence received before the meeting, but after the agenda has gone to print will be included in an appendix and discussed/noted at the meeting</i></p>
17/18-21	<p>Planning applications and decisions</p> <p>a) To resolve the Parish Council's comments on planning applications received as listed below:</p> <ul style="list-style-type: none"> • 17/02714/FUL Weathertop, Parham Lane, Market Lavington. Construction of manege/riding area • 17/03790/TCA 11 High Street, Market Lavington. Work to trees in a Conservation Area <p>b) To note recent planning application decisions made by Wiltshire Council</p> <ul style="list-style-type: none"> • 17/03204/TCA Land to rear of 11 White Street, Market Lavington. Work to trees in a Conservation Area – No objection • 17/00732/OUT Allotment's at Spin Hill, Market Lavington. Change of use from domestic allotment to residential (Outline application with all matters reserved) – Refuse • 17/00352/FUL 21 Northbrook, Market Lavington. Demolish existing single storey side extension structures and erect new single storey extension and erect first floor rear extension • 17/01098/FUL 25 The Spring, Market Lavington. Single Storey extension to side with link to main house and addition of a dormer extension on the first floor, internal remodelling of property
17/18-22	<p>Management & Finance Committee (M&F)</p> <p>To note the draft minutes from the M&F committee meeting held on 9/5/17, ask any questions arising from the minutes, and consider the recommendations as detailed (<i>papers to be emailed separately</i>)</p>
17/18-23	<p>Finance</p> <p>a) To receive and consider financial reports - income and expenditure details for April 2017, bank reconciliation and budget position for financial year-to-date (<i>papers to be provided before start of meeting</i>)</p>

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	<ul style="list-style-type: none">b) To approve payment of 'cheques / Faster Payments' for May 2017 (<i>as per schedule to be provided before start of meeting</i>)c) To approve the use of variable direct debits to pay Water, and Electric utilities for the Old School and Elisha Field Pavilion (as per fin. Regs. Para. 6.7 – approve bi-annually)d) To confirm the appointment of the Internal Auditor for the year ending 31/3/18
17/18-24	<p>Parish Council Accounts year ending 31st March 2017</p> <ul style="list-style-type: none">a) To consider, approve and sign section 1 of the Annual Return (Annual Governance Statement)b) To consider, approve and sign section 2 of the Annual Return (Accounting Statements)c) To review and approve the asset register (<i>copy enclosed</i>)d) To review and approve the schedule of Earmarked / Restricted Reserves (<i>copy enclosed</i>)e) To review and consider approval of report from M&F committee detailing actions to be taken following receipt of Internal Audit report (<i>papers to be emailed separately</i>)
17/18-25	<p>General Parish Matters</p> <p>Individual Councillors to bring any matter not on the agenda to the Council's attention – for information</p>
17/18-26	<p>Adjournment for Public Discussion (maximum of 5 minutes)</p> <p>Opportunity for members of the public to speak on any matter</p>
17/18-27	<p>Dates of next Meeting/s</p> <p>Annual Parish meeting – Tuesday 23rd May 2017 HRAF Committee meeting - Tuesday 13th June 2017 Parish Council meeting – Tuesday 20th June 2017 OSH Committee meeting - Tuesday 27th June 2017</p> <p>(Dates of Parish Council meetings for whole year - 18.7.17 / 19.9.17 / 17.10.17 / 21.11.17 / 19.12.17 / 16.1.18 / 20.2.18 / 20.3.18 / 17.4.18 / 15.5.18)</p>
17/18-28	<p>Closure of meeting</p>