



PITTON & FARLEY PARISH COUNCIL

e-mail: clerk@pittonandfarley-pc.gov.uk

Dear Councillor,

You are summoned to attend the Annual General Meeting of Pitton & Farley Parish Council to be held at Farley Village Hall on **Wednesday 22nd May 2024 at 7.30pm** to consider the items set out below.

The Press and Public are invited to attend, and so prior to the start of the meeting there will be a short period of time set aside for public questions or comments about items on the agenda. Questions not answered at this meeting may be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

Please be aware that the meeting may be recorded under the openness of Local Government Regulations 2014.

Public Question Time

To receive questions and statements, either verbal or written, from members of the public. This section (at the Chairman's discretion may last up to fifteen minutes) is not part of the formal meeting of the Council and minutes will not be produced

AGENDA

101.24 Acceptance of apologies for absence

[Schedule 12 of the Local Government Act 1972](#) requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted

102.24 Declarations of Interest and Dispensation Requests

- a) To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the [Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.](#)
- b) To consider any Dispensation Requests received by the Parish Clerk and not previously considered. [Localism Act 2011 s33\(b-e\)](#)

103.24 Business Raised During Public Question Time

To resolve to refer to any business raised by the public in public discussion, and any other matters or items of information from councillors or to resolve to agree on any other action.

104.24 Appointment of Positions to the Council

- a) Appointment of Chairman
- b) Appointment of Vice-Chairman
- c) Discussion of other posts within the council
 - Flood Action group representative
 - Farley Village Hall representative
 - Pitton Village Hall representative
 - Community Speed Watch group representative
 - WALC
 - The Close - Playground Inspection Lead

105.24 Clerk Appointment

Councillors to note the employment start date of the new clerk.

106.24 Co-option

Council to consider the co-option of Simon Creasey - pending application

107.24 Minutes – previously circulated (see shared documents)

To resolve to approve as a correct record the minutes of the Ordinary meeting held on Wednesday 16th April Pitton Village Hall.

108.24 Reports and proposals

109.24

To discuss items from Audit (further discussion after audit reported)

1. Standing Orders (last updated in 2022)
2. Financial procedures Document
3. Quarterly HRMC checks (Chairman)
4. Risk Assessment
5. Website updating
6. Notice of Exercise of Public Rights

110.24 Flood Action Group –

Update

South Operational Flood Working Group to be held on **Wednesday 26 June 2024 at 10am** at Warminster Civic Centre,

111.24 Insurance: Council to approve the insurance and make any additional amendments prior to payment

112.24 Dunstable Crossroads: Safety Improvements at Dunstable Crossroads.

113.24 Planning and tree works applications

a. Council is asked to consider a response to the following applications notified at the time the agenda was issued:

1) Application Ref PL/2024/03870 - Full Planning Permission

Address: Land at Stockbottom Farm, Stockbottom Cottage, Pitton Road, Salisbury, SP51SU

Proposal: Demolition of Agricultural Barn & Erection of New Dwelling Following Part

3 Class Q Approval PL/2023/05576

Applicant Name AP & TE Farwell Case Officer: Jonathan Maidman

Respond By 30-05-2024

Application Link:

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ3000005hcBN/pl202403870>

b. Council is asked to note planning decisions made by Wiltshire Council since the last meeting:

Application Ref PL/2024/03016 - Proposed Works to Trees in a Conservation Area

Address: THE BEECH HOUSE, TOWNSEND, PITTON, SALISBURY, SP5 1DH

Proposal: Cypress - Fell. Beech - Reduce by 30%

Applicant Name: Mr Simon Clarke Case Officer: Beverley Griffin

Decision Date: 30-04-2024 Decision: No Objection

Application Link:

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ3000004yzeD>

114.24 Finances

a)	Annual Government Accountability Return 1) Council to resolve to certify as exempt from external audit as under £25k income/expenditure. 2) AGAR form completion and signing. 3) AGAR approval by Council.
b	Payments to be approved: i) Insurance: £233.06 (unless changes required - see note ...) ii) Terradomus: £100 (grass cutting and maintenance the Close) iii) Dunstable Crossroads: £852.50 (see previous report) iv) WALC - Councillor training £72.00 v) Phillip Grob, Blacksmith - "Welcome to Farley" sign - £246.00
c	Council to note the current bank balance in Unity Trust bank as of 16th May 2024 is £35398.75

115.24 Matters raised in correspondence and updates
a) DD silhouette
b) Parsonage Pond, Parsonage Hill, Farley
116.24 Dun Valley Magazine: Council to resolve to identify items to be included in the next edition of the DVM.
117.24 Parish Steward : Council to note what items to highlight for next month
118.24 Traffic Calming and Speeding Matters : see background note 2
119.24 Permissive path
120.24 Any other business: Reports from Councillors a) Cllr Fredericks b) Cllr Williams c) Cllr Sheppard d) Cllr Peel e) Cllr Devine
121.24 To close the public meeting and note the date of the next meeting

To resolve to note the date of the next meeting as Wednesday 26th June 2024, 7.30pm at Pitton Village Hall. The Annual General meeting will be held prior to this meeting at 7pm.

All are welcome to attend

122.24: Confidential items: Correspondence from member of public re Flooding works

Members of the Council must consider the following matters in consideration of their public duties: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights. Any person who may find difficulty in access to the meeting through disability is asked to notify the clerk (email:clerk@pittonandfarley-pc.gov.uk) at least 24 hours before the meeting so that every effort may be made to provide access