

AGENDA

PITTON & FARLEY PARISH COUNCIL

Clerk: Nadine Fortune

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

16th May 2022

Dear Councillor

You are summoned to attend the **Annual Meeting of Pitton & Farley Parish Council** to be held in **Farley Village Hall** on **Wednesday 25th May 2022 at 20.00 pm** to transact the following business:

Yours faithfully,

Mrs N Fortune

Parish Clerk

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.
Please note that proceedings may be recorded

AGENDA

01.22 To resolve to elect the Chair of the Council for 2022/23

02.22 To resolve to elect the Vice Chair for 2022/23

03.22 Public Question Time

This section (at the Chairman's discretion, may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced.

- Report from Wiltshire Councillor

04.22 To receive apologies from Councillors

05.22 Declarations of Interest and Dispensation Requests

To receive Declarations of Interest in respect of matters contained in this agenda and to consider any Dispensation Requests received by the Parish Clerk and not previously considered

06.22 To consider any urgent matters raised in the public session, and any other urgent matters or items of information from councillors (For discussions only, no decision can be taken)

07.22 Minutes

- a) To resolve to approve as a correct record the minutes of the ordinary Parish Council meeting held on 27th April 2022
- b) To resolve to approve as a correct record the minutes of the extraordinary Parish Council meeting held on 9th May 2022.

08.22 To consider and approve nominations for membership of the Council's Committees:

- a) Finance Committee
- b) Health & Safety Committee

09.22 To appoint/reappoint representatives to the under mentioned external bodies as required for 2022/2023:

- a) Pitton Flood Action Group (1 to 2 representatives)
- b) Pitton Village Hall (1 representative)
- c) Farley Village Hall (1 representative)
- d) Wiltshire Council's Southern Area Board (1 representative)
- e) Farley Hospital (1 representative)
- f) The Dun Valley Magazine editorial board (1 representative)
- g) The Community Speed Team (1 representative)

10.22 To review and re-adopt the Parish Council's Asset Register - see enclosed

11.22 To review and re-adopt the Council's Playground Risk Management policy and Risk registers - see enclosed

12.22 To resolve to approve the Parish Council's revised Standing Orders for 2022/23 as issued by the National Association of Local Councils in January 2022

13.22 To review the Council insurance policy and discuss/decide on any alterations required at renewal for 2022/23 - see enclosed

14.22 To receive reports from:-

- a) The Council's representative on the Pitton Village Hall Management Committee
- b) The Council's representative on the Farley Village Hall Management Committee.
- c) Chair of the Parish Council - to include an update on Farley Fox
- d) Councillors
- d) Parish Clerk

15.22 Finance

- a) To note the 2022-2023 Budget Monitoring form (enclosed) and review the financial position of the Parish Council at the start of the 2022-2023 financial year
- b) To determine the frequency of intervals for internal checks of the Council's accounting, financial and other operations in accordance with Regulation 5 of the Accounts and Audit Regulations 2003 and 2006 and to appoint a Councillor to conduct the reviews with the Clerk/RFO
- c) To consider and approve the Parish Council's Annual Payments and Subscriptions as follows:
EON - Electricity supply to flood water pump - £168.00
Grass cutting & garden maintenance Pitton - £1150.00
WALC/NALC - £311.03
Audit fee - £198.00

Play area inspection - £126.00

Google Costs - £600.00

DVM - £900.00

Community Website - £52.10

Insurance - £225.52

Information Commissioner's Office - £40.00

SLCC - £144.00

d) To record the bank balance as at 1st May 2022 - £28,369.54

e) To resolve to approve a schedule of payments for the following:

Farley Village Hall hire for 25/05/22 - £18.00

Farley Village Hall grant for bench seating refurbishment - £250.00

Farley Village Hall grant for Jubilee celebration gifts - £578.00

Pitton Village Hall grant for Jubilee celebration gifts - £471.60

Google costs - Sept 2021 to April 2022 - £407.41

Gil's Garden Services to supply and fit New 5 bar gate, posts and style to the Close, Recreation park in Pitton, remove all old fixtures and fittings - £1215.00 and to supply and fit 2 new bookshelves to the Bus Shelter in Pitton - £85.00 - Total £1300.00

Auditing Solutions Ltd for 2021-22 Internal Audit - £198.00

f) To resolve to sign off the transition of bank accounts from Lloyds to Unity Trust and approve the two signatories required for payments.

16.22 Flooding

To note the latest report from the Flood Action Group

17.22 Highway/Parish Steward/Footpath matters.

a) To note any Highways issues

b) To note any tasks for the Parish Steward

c) To note any footpath matters

d) To note any speeding developments

18.22 Planning

a) To consider a response to the following planning applications received from Wiltshire Council:
No new applications received

b) To consider a response to applications notified between the publication date of the agenda and the date of the meeting, if necessary.

Application Ref: PL/2022/03382 Prior approval Part 3 Class Q: Agricultural buildings to dwellinghouses Address: KNIGHTWOOD FARM, LUCEWOOD LANE, FARLEY, SALISBURY, SP5 1AX **Proposal:** Notification for Prior Approval under Class Q for the Proposed Conversion of One Agricultural Building into One Residential Dwelling.

c) To resolve to note planning decisions made by Wiltshire Council since the last meeting:

Application Ref: PL/2022/02383 Address: The Beech House, Townsend, Pitton, Salisbury, SP5 1DH **Proposal:** walnut tree - reduce crown by 30% t2 - elm tree - fell. **Decision: No objection - 9th May 2022**

Application Ref: PL/2022/00311 - Works to a listed building Address: The Wardenry, Farley Hospital, Church Road, Farley, Salisbury, Wilts, SP5 1AH **Proposal:** fire escape signage and alarm panel **Decision: Approved with conditions - 13th May 2022**

Application Ref: PL/2022/02383 Address: New House, Church Road, Farley, Salisbury, SP5 1AH **Proposal:** (T1) Judas tree - Fell. (T2) group of Conifer trees - Reduce by up to 2.5m **Decision: No objection - 17th May 2022**

19.22 To review other ongoing matters

- a) Enquiry regarding allotment space
- b) Defibrillators and First Responder requirement

20.22 To resolve to fix the dates and times of ordinary meetings of the Council for the remainder of 2022/23.

Wednesday 22nd June 2022 - Pitton Village Hall - 7.30pm
Wednesday 27th July 2022 - Farley Village Hall - 7.30pm
Wednesday 28th September 2022 - Pitton Village Hall - 7.30pm
Wednesday 26th October 2022 - Farley Village Hall - 7.30pm
Wednesday 23rd November 2022 - Farley Village Hall - 7.30pm
Wednesday 25th January 2023 - Pitton Village Hall - 7.30pm
Wednesday 22nd February 2023 - Farley Village Hall - 7.30pm
Wednesday 22nd March 2023 - Pitton Village Hall - 7.30pm

21.22 To close the meeting