

Potterne Parish Council

To: **Members of the Council**

You are summoned to attend the **ANNUAL MEETING OF POTTERNE PARISH COUNCIL** at Potterne Village Hall, on **Wednesday 1 May 2019 at 7.30pm**

Press & Public are invited to attend.

Liz Starling
Clerk to the council. 25/04/2019

AGENDA

- 1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office**
- 2. To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office**
- 3. To receive apologies for absence**
- 4. Declaration of Members' Interests**
To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.
- 5. Minutes of meeting held on 3 April 2019**
To resolve that the minutes of the meeting of the Council held on the 3 April 2019 be signed as a correct record.
- 6. Co-option to Parish Council Vacancy:**
To consider and vote for each applicant
- 7. To appoint members to the following Work Streams and Responsibilities:**
 - a) Road Safety, Vehicle Parking and Public Transport
 - b) Leisure Facilities, Appearance and Environment
 - c) Residential Development
 - d) Community and Learning
 - e) Commercial Development
 - f) Footpath and Cycle Ways
 - g) Communications

Open Session

There will be an open session for 10 minutes so that the public can place questions to the Council to be discussed at the next meeting if confirmed in writing.

8. Wiltshire Councillor's Report

9. Parish Council Action Table Update

10. Reports from representatives:

1. Devizes Area Board – Next meeting Monday 13 May 2019, Devizes Hub and Library
2. Road Safety, Vehicle Parking and Public Transport (including report from CATG)
3. Leisure Facilities, Appearance and Environment [JC/AH]
 - a) To receive quotes for fencing and gate across Ryeleaze Field and to approve supplier
4. Residential Development: [RC/RH-G]
 - a) to consider the following applications:

19/03992/TCA	St Mary's Church, High Street, Potterne SN10 5NA	T1 - Yew tree - cut back to prevent overhanging neighbouring property and High Street T2, T3, T4 & T5 - Yew trees - remove all overhanging branches
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c) to note the following decisions:

19/01211/FUL	Land to the rear of, 57 Highlands, Potterne SN10 5NS	Demolition of existing building & construction of single storey one bed dwelling & associated works.
Decision: Approved with conditions		
19/02066/FUL	26 Blounts Court, Potterne SN10 5QE	Proposed rear conservatory
Decision: Approved with conditions		

5. Community and Learning [NP/CC]
6. Commercial Development [RC/CT]
7. Footpaths and Cycle Ways [PA]
To update on the formation of a Footpath Working Group
8. Communications [LS]

11. Burial & Property Maintenance:

12. Correspondence:

13. Finance:

- a) To approve the year end accounts to 31 March 2019
- b) To approve the Accounting Statements at Section 2 of the Annual Governance and Accountability Return 2018/19
- c) Agree accounts to be paid and transfer of sufficient funds to pay accounts:

<i>Payable to</i>		<i>Net</i>	<i>VAT</i>	<i>Gross</i>
Oscar Curtis	Alan Mead Memorial Award – minute reference 9/19/20 (cheque presented at Annual Parish Meeting 17/4/19)	100.00	0.00	100.0
Potterne Village Hall	Room Hire 3/4/19 and 17/4/19	36.00	0.00	36.00
Wiltshire Association of Local councils	Annual Subscription 2019/2020	519.42	103.88	623.30
Green Farm Tree Care	Tree work at Cemetery and Blounts Court	1375.00	0.00	1375.00
E M Starling	Administration Costs	472.48	0.00	472.48
E M Starling	Engraving Alan Mead Award and Jubilee Cup (Avon Trophies)	16.67	3.33	20.00
E M Starling	Supply of play bark for Blounts Court Play Area (Online Playgrounds)	222.40	32.00	254.40
Nesta Pudney	Refreshments for Annual Parish Meeting	7.10	0.00	7.10
Total		2289.36	139.21	2428.57

12. To confirm arrangements for Clerk's annual appraisal

13. Date of next meeting: Wednesday 5 June 2019