



<http://www.atworth.org>

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06 May 2019

Please be advised that Parish Councillors are summoned and the public invited to attend a meeting of Atworth Parish Council to be held on **Wednesday 15th May 2019 at 6.45 pm** in **Atworth Village Hall** to consider the agenda below.

### **AGENDA**

1. **Welcome**
2. **Apologies for absence**
3. **Election of Chairman**
4. **Election of Vice-Chairman**
5. **Declarations of Acceptance of Office**

[Click here to download a printable Declaration of Acceptance of Office form](#)

6. **Declarations of interest**

*To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 17th September 2017*

7. **Representative nominations**

To allocate Councillors to the following:

- **Village Hall and Recreation Ground**
- **Community Safety Group**
- **Footpaths**
- **Health & Wellbeing**
- **Community Area Transport Group (CATG)**
- **Youth Club**
- **Community Resilience**
- **Personnel & Finance**

8. **Questions to the Chair of the Council by Members of the Public**

*Public speaking time is restricted to 15 minutes in total*

## **Public Participation**

### **Reconvene meeting**

#### **9. To Receive Reports from our partner organisations**

- 9.1 Police report**
- 9.2 Wiltshire Councillor**
- 9.3 Village Hall committee**
- 9.4 Atworth Youth Club**
- 9.5 CATG report**

#### **10. Planning Applications**

10.1 Councillors to consider planning application(s) received

**Application Ref: 19/03793/FUL**

**Application for Full Planning**

**Proposal:- Proposed two bed dwelling**

**At: Agricultural Buildings At Oak Tree Farm Os 6600, Great Chalfield,  
SN12 8NG**

**Comments to be received by: 04 June 2019**

Plans are available to view on our website

at <http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>

#### **11. Minutes of Previous Meeting**

11.1 To consider, approve and sign the minutes of the Parish Council Meeting held in April 2019

[Unapproved April minutes](#)

#### **12. Clerk's Report**

*Updates on the following actions arising from previous minutes:*

12.1 Parish Steward update

12.2 Planter for the Village Hall

12.3 Village benches – update

12.4 Flagpole update

12.5 Project: Lighting the Clock Tower

12.6 Repairs to the Clock Tower roof

### 13. Finance

13.1 Councillors to approve the Annual Accounting Statement for 2018/19

13.2 Councillors to consider approving an increase to the Clerk's salary in line with:

a) Agreed National Salary Award which sees an increase for the pay spine point SCP26 from £12.40 p/h to £12.89 p/h effective 01 Apr 2019

b) To note that SCP26 was re-graded as SCP19 effective 01 Apr 2019 (£12.89 p/h)

c) Annual increment on anniversary of starting of one pay spine point from SCP19 to SCP20 (£13.15 p/h) effective 01 May 2019

13.3 Approval of Payment Schedule and authorisation of cheques

Approvals for the meeting taking place in			May 2019				
Date	Payee Name	DD/Chq	Net £	VAT £	Gross £	Payment Details	Approved By
	Melksham Without Parish Council	DD	12.64	-	12.64	1/3rd share of new battery for SID device	
	Philip McMullen via Amazon	DD	27.97	-	27.97	HP toner cartridge	
	House of Flags	DD	54.80	10.96	65.76	St Georges Flag	
	Chairman's Expenses	DD	65.31	-	65.31	Annual Assembly costs	
	Philip McMullen	DD	426.05	-	426.05	Salary and Office Allowance	
	HMRC	DD	106.51	-	106.51	HMRC income tax for wages	

13.4 Approval to accept Budget Monitoring Statement for May 2019

Atworth Parish Budget Monitoring 2018/19			
May 2019	Annual Budget	Spend to date	Balance Remaining
Expenditure	£	£	£
CLERKS SALARY	5,600	-	5,600
CLERK'S OFFICE EXPENSES	560	-	560
WI VILLAGE CLEAN & TIDY	580	-	580
GENERAL ADMIN	250	-	250
INSURANCE	4,300	-	4,300
WALC	500	-	500
SLCC	50	-	50
BENCHES	2,300	-	2,300
SID DEPLOYMENT	400	-	400
VILLAGE MAINTENANCE	1,690	-	1,690
AUDIT FEES	300	-	300
VILLAGE HALL RATES	130	-	130
REC RATES	170	-	170
VILLAGE HALL	4,500	-	4,500
WATER RATES	160	-	160
GRASS CUTTING	4,500	-	4,500
ARMISTICE WREATH (S.137*)	20	-	20
YOUTH CLUB RENT	30	-	30
PRESENTATIONS	100	-	100
HIGHWAYS WORK	2,500	-	2,500
COMMUNITY RESILIENCE EQUIPMENT	200	-	200
NOTICE BOARDS	1,500	-	1,500
VILLAGE ENHANCEMENTS	1,250	-	1,250
CLOCK TOWER SITE IMPROVEMENTS eg	250	-	250
VAT		-	-
<b>Total Expenditure</b>	<b>31,840</b>	<b>-</b>	<b>31,840</b>
Income	£	£	£
PRECEPT	28,521	-	28,521
B/F from existing balances	3,319	-	3,319
Grants		-	-
Interest		-	-
HMRC Tax refund		-	-
VAT refund		-	0

## 14. Agenda items

14.1 Councillors to agree dates of Council Meetings for the year ahead

14.2 Councillors to consider a change the start time of future Parish Council meetings

14.3 To Review the Asset Register

[Click here to download a copy of the Asset Register](#)

14.4 To Review the Policies Register

[Click here to download a copy of the Policies Register](#)

14.5 Councillors to consider awarding a small grant to the Village Hall charity to enable them to give free room bookings to selected groups

14.6 Councillors to consider a proposal to Amend CATG item 6697 Atworth Mead Park, request to extend the double yellow lines from the corner of Bath Road and Mead Park going into Mead Park, should be extended to the first light post in Mead Park on the left hand side to include additional double yellow lines both sides at the entry of Fleetwood Rise and both sides at the entry of Clock Tower View. Estimated total cost: £3,000

14.7 Councillors to consider way to address the issue of speeding traffic adjacent to Churchfields School

**15. Correspondence**

**16. Any Other Business**

**17. Date of the Next Meeting of Atworth Parish Council**

19<sup>th</sup> June 2019 – NOT in Atworth Village Hall