



<http://www.atworth.org>

Email Clerk@Atworth.org

13th April 2021

Please be advised that Parish Councillors are summoned and the public invited to attend the Annual Parish Assembly followed by a meeting of Atworth Parish Council to be held on **Wednesday 21st April 2021 at 7.00 pm** via **Zoom** to consider the agendas below.

Contact the Clerk at atworthclerk@gmail.com for Zoom join-in details.

AGENDA OF ANNUAL PARISH ASSEMBLY

1. **Welcome**
2. **Chairman's annual report**
3. **Questions to the Parish Council**
4. **Any other reports**

AGENDA OF THE PARISH COUNCIL MEETING

1. **Welcome**
2. **Apologies for absence**
3. **Declarations of interest**

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

4. **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

5. **To Receive Reports from our partner organisations**

- 5.1 Report from Wiltshire Councillor(s)
- 5.2 Village Hall committee report
- 5.3 Youth Club report
- 5.4 CATG report

6. **Planning Applications**

- 6.1 Councillors to consider Planning Applications Received

None received, see <https://development.wiltshire.gov.uk/pr/s/>

6.2 Councillors to note new [Wiltshire Council Planning Portal](#)

7. Minutes of Previous Meeting

7.1 To consider, approve and sign the minutes of the Parish Council Meeting held in March 2021

[Link to March Minutes](#)

8. Clerk's Report (*actions from previous meeting*)

8.1 Parish Steward report

"I cleared a few drains, filled a couple of potholes and sided out, cut back a hedge and painted the railings leading to Mount Pleasant. I will tackle the footway siding out more on the next visit" – Steve Wallen (Parish Steward) 30/03

8.2 Clock repairs update

9. Finance

9.1 Approval of Payment Schedule and authorisation of cheques

Approvals for the meeting taking place in			Apr-21				
Date	Payee Name	DD/Ch q No	Net £	VAT £	Gross £	Payment Details	Approved By
	Wiltshire Council	DD	£ 2,606.18	-	£ 2,606.18	Works inv. 90374292	Retrospective approval required
	Westcotec	DD	£ 3,254.95	£ 650.99	£ 3,905.94	SID device for the village	Retrospective approval required
	IdVerde	DD	£ 310.28	£ 62.05	£ 372.33	Grounds inv. GM803009	Retrospective approval required
	Philip McMullen	DD	£ 486.06	-	£ 486.06	March Salary and Office Allowance	
	HMRC	DD	£ 121.26	-	£ 121.26	HMRC income tax for wages	
	EG / Zoom	DD	£ 11.99	£ 2.40	£ 14.39	Zoom inv. 68686101	Awaiting invoice
	Atworth Village Hall	DD	£ 6,000.00		£ 6,000.00	Letter from AVH Chairman	
	Melksham Independent News	DD	£ 165.00	£ 33.00	£ 198.00	Job advert	Awaiting invoice
	EG M&S	DD	£ 1.25	£ 0.25	£ 1.50	Leaving card	
	EG ASDA	DD	£ 4.17	£ 0.83	£ 5.00	Photo frames frames X 2	
	EG ASDA	DD	£ 18.75	£ 3.75	£ 22.50	Bottles of wine - awards and gift	
	WALC	DD	£ 410.20	£ 82.04	£ 492.24	SUB 21/2 -10	
	AES Services Ltd	DD	£ 275.00	£ 55.00	£ 330.00	Moving yellow grit bin	INV 5086
	SLCC	DD	£ 115.00	£ 23.00	£ 138.00	Job advert	Awaiting invoice
	Wiltshire Council	DD	£ -		£ -	Council Tax Village Hall	Awaiting invoice
	Wiltshire Council	DD	£ -		£ -	Council Tax Recreation Ground	Awaiting invoice
	Wessex Water	DD	£ -		£ -	Water rates	Awaiting invoice

9.2 Approval to accept Budget Monitoring Statement for March (i.e. to end of financial year 2021)

Atworth Parish Budget Monitoring 2020/21				
March 2021				
	Annual Budget	Spend to date	Balance Remaining	CODE
Expenditure	£	£	£	
CLERKS SALARY	5,600	6,750	(1,150)	4000
CLERK'S OFFICE EXPENSES	560	675	(115)	4005
WI VILLAGE CLEAN & TIDY	580	576	4	4010
GENERAL ADMIN	500	634	(134)	4020
INSURANCE	4,300	3,257	1,043	4030
WALC	500	408	92	4050
SLCC	50	44	6	4052
BENCHES	3,800	1,062	2,738	4065
SID DEPLOYMENT	400	-	400	4070
VILLAGE MAINTENANCE	1,700	82	1,618	4100
AUDIT FEES	300	275	25	4157
VILLAGE HALL RATES	135	174	309	4200
REC RATES	170	174	(4)	4201
VILLAGE HALL	6,000	6,000	0	4203
WATER RATES	145	146	(1)	4205
GRASS CUTTING	4,500	3,723	777	4215
ARMISTICE WREATH (S.137*)	20	17	3	4250
YOUTH CLUB RENT	30	25	5	4261
PRESENTATIONS	100	50	50	4265
HIGHWAYS WORK	5,000	5,861	(861)	4300
COMMUNITY RESILIENCE EQUIPMENT	450	-	450	4320
INFORMATION BOARDS	3,000	81	2,919	4331
TREE PLANTING AND WILDINGS	2,000	2,725	(725)	4332
NOTICE BOARDS	0	-	0	4335
VILLAGE ENHANCEMENTS	1,250	1,716	(466)	4336
CLOCK TOWER	0	-	0	4337
VAT on payments	0	1,348	(1,348)	515
TAX deductions on payments		60		120
Total Expenditure	41,090	35,515	5,635	
Income	£	£	£	
PRECEPT	28,328	28,328	-	1176
B/F from existing balances	12,762		12,762	1180
HMRC				120
VAT				115
Total Income	41,090	28,328	12,762	
Net Expenditure	-	7,187	(7,127)	
Balance Brought Forward	24,378			
Current Balance (Cashbook)	17,191			
Current Balance (Deposit A/c)	-			
-Current Balance (Bank)	17,192			
=Unpresented cheques			£1	
ring-fenced funds				
Defibrillator	554			
QUEENS LONGEST REIGN PLAQUE	1,000			
VILLAGE ENHANCEMENTS	500			
Funeral Bier	50			
	2,104			

10. Agenda items

- 10.1 Death of HRH Prince Philip, The Duke of Edinburgh.
- 10.2 Parish Clerk vacancy
- 10.3 Flowers for planters at Clock Tower.

10.4 **WALC subscription.** Councillors to consider renewing the subscription to the Wiltshire Association of Local Councils effective 1st April 2021 - [Link to invoice](#)

10.5 **Traffic Update.** Councillors to note report received on current status of traffic issues.

10.6 **Section of stone at Base of Clock Tower.**

11. Correspondence

11.1 Bench at Mead Park

11.2 Allotments

11.3 Signage at Mount Pleasant

11.4 Studley Farm

11.5 Horse chestnut tree planting enquiry

12. Councillors' Announcements (*any other business*)

13. Date of the Next Meeting of Atworth Parish Council

The next scheduled meeting will take place on 19th May 2021. This will be the Annual General Meeting of the Parish Council and the first meeting of the Council following elections on 6th May. This meeting will take place in person at the Village Hall.