

Odstock Parish Council
Parish Council Agenda
Jay McGowan Parish Clerk - 07946 576550

Dear All,

You are invited to attend The Annual Parish Council Meeting of Odstock Parish Council to be held on **Wednesday 18th May 2022 at 7.30pm** at The Pavilion, Nunton Recreation Field.

Yours faithfully, Mrs Jay McGowan – Parish Clerk. clerk@odstock-pc.org.uk Tel: 07946 576550

11th May 2022

The Press and Public are invited to attend. Prior to commencement of the meeting there will be a period of 10 minutes when members of the public may comment or ask questions on relevant Parish Council business. Please be aware that the meeting may be recorded.

Public Session

Agenda

01.22 To elect a chairman for 2022/2023

02.22 To elect a vice chairman for 2022/2023

03.22 To receive and consider acceptance of apologies.

04.22 Vacancies in Parish Council Office: None.

05.22 Declaration of Interest: Councillors to disclose their interests in matters to be discussed and to decide requests for dispensation.

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

07.22 To agree any items on the agenda that are to be dealt with following the exclusion of the press & public.

08.22 To approve and sign as a correct record Minutes of:

The Ordinary Council meeting held 6th April 2022

The Extra Ordinary Council meeting held 20th April 2022

09.22 To consider and approve Parish Council representatives:

Finance and Staffing Committee

Highways

Nunton Recreation Field

Parish Council Website

10.22 To review and adopt the following policies:

Standing Orders

Code of Conduct

Financial Policies

Odstock Parish Council
Parish Council Agenda
Jay McGowan Parish Clerk - 07946 576550

11.22 To receive the internal audit for 2021/2022

12.22 Bank Reconciliation: to receive bank statement year ending 31st March 2022

13.22 To approve Certificate of Exemption.

14.22 Section 1 of Annual Return for the Financial Year ending 31st March 2022: to approve Section 1 – Annual Governance Statement of the Annual Return submission.

15.22 Section 2 of the Annual Return for the Financial Year ending 31st March 2022: to approve Section 2 – The Account Statements of the Annual Return and Statement Variances for 2021/2022.

16.22 VAT Reclaim: to approve the VAT Claim 1st April 2021 – 31st March 2022.

17.22 To appoint an internal auditor for 2022/2023

18.22 To approve Membership of WALC for 2022/2023

19.22 Clerk's Report/Matters arising from previous meeting.

a. SID: A budget of £507.65 was allocated in the budget towards the NAL socket, as the works totalled £333.39, a saving of 174.26 has been made. To receive an update from Cllr Riley

b. Parish Noticeboards

c. Cleaning of the Pavilion

d. Odstock Parish Council Website: To receive an update from Cllr Riley

e. CATG Nunton Footway Project: To receive an update from Cllr Berry

f. Car Boot Sales: To consider hosting car boot sales on a regular basis.

g. Hosted walks through the Parish: Hosted walks can now be booked on the website.

h. Parish Steward Visits.

i. Odstock Playground equipment: To receive an update of repairs from Cllr Berry.

j. Nunton playing field parking proposal: To consider allocating part of the field for parking.

k. Vicarage Gardens Corner: This area needs some maintenance.

l. Community Orchard: To consider a community orchard in Odstock.

20.22 AONB Landscape Improvement Scheme

21.22 Transport, Roads and Footpaths

a. Rose Lane – New Road Sign: To receive an update on road sign installation from Cllr Berry

b. Unnamed Roads – to collate a list of the unnamed roads in the villages.

c. Village Flower Boxes

22.22 Queen's Platinum Jubilee Celebrations

a. Nunton Field Power Supply: to try and increase the power to enable events to be held on the field. To consider and approve a budget of £800.00 towards the cost of proposed works.

b. Sunday Lunch Event: The Sunday Lunch event will be hosted by the Parish Council and will be a street party theme. To receive an update from the Queen's Platinum Jubilee Celebrations Committee.

Odstock Parish Council
Parish Council Agenda
Jay McGowan Parish Clerk - 07946 576550

c. Tree Planting: Two locations for commemorative trees to be planted were proposed – Jubilee Gardens and Nunton Recreation Field.

23.22 Planning

- a. To consider a response to any new planning applications received.**
 - b. To consider a response to any planning applications received between publishing of the agenda, and date of the meeting.**
 - c. To confirm any planning application responses determined email for applications received since last meeting.**
 - d. To note any planning application decisions received by Wiltshire Council.**
- PL/2022/02191:** Brensham, Nunton Drove, Nunton, SP5 4HZ – Approved.

24.22 Finance

- a. To note bank balance**
- b. Update on bank signatories.**
- c. To approve schedule of payments**

Date	Payee	Amount	
31/05/2022	WALC - subs		To be raised
31/05/2022	J McGowan – Staffing costs	£250.00	To be raised
31/05/2022	Britford Parish Council	£45.00	To be raised
09/05/2022	Wiltshire Council – NAL Socket	£333.39	To be raised
31/05/2022	J McGowan – Staffing costs	£250.00	To be raised

25.22 Forthcoming Meetings

26.22 Items to be carried forward to the next meeting.

27.22 To agree dates of meetings for 2022/2023

Wednesday 29th June 2022
Wednesday 7th September 2022
Wednesday 5th October 2022
Wednesday 7th December 2022

28.22 To close the meeting

**Odstock Parish Council
Parish Council Agenda
Jay McGowan Parish Clerk - 07946 576550**