


Swallowcliffe
Parish Council



To: All Members of Swallowcliffe Parish Council.
You are hereby summoned to attend a meeting of Council on
Thursday 31st August 2017 commencing at **7pm**
in Swallowcliffe Village Hall,
for the transaction of the business shown on the agenda below.

Signed:  Simon Pritchard – PARISH CLERK

RESIDENTS / MEMBERS OF THE PUBLIC ARE ENCOURAGED TO ATTEND THIS MEETING

*At the start of the meeting 10 minutes is put aside for questions and comments
from Residents to Members of the Parish Council*

ONCE THE FORMAL MEETING HAS STARTED MEMBERS OF THE PUBLIC ARE REMINDED THAT THEY
HAVE NO RIGHT TO SPEAK AND SHOULD REMAIN SILENT

~ Agenda ~

AUG/18 – Election of Parish Council Chairman

The Council must elect a Chairman who will hold Office for the rest of the municipal year.

AUG/19 – Apologies for absence

AUG/20 – Declaration of pecuniary interests & dispensations

Members are reminded of their obligation to declare any interests in accordance with
the Localism Act 2011 and the Councils Code of Conduct.

AUG/21 – Co-option of new Council Member

Members are asked to consider co-opting one resident onto the Council. This person
must be on the electoral register for the Parish and not be disqualified from standing for
Public Office or from acting as a Charity Trustee.

AUG/22 – Adoption of minutes

To formally adopt the minutes of previous Council meetings:

- 8th March 2017 – Council Meeting
- 8th March 2017 – HR Panel Meeting

LOCAL REPORTS FOR INFORMATION EXCHANGE: -----

AUG/23 – Wiltshire Councillor Jose Green's report

A verbal report / update from the Parishes elected Wiltshire Councillor

AUG/24 - Parish Councillors' reports:

- Chairman's Report & Notices**
- Village Hall** – (Vacant)
- SW Wiltshire Council Area Board** – Cllr Banas
- Footpaths & Rights of Way** – Cllr Willis
- Highways** – Cllr Banas
- Transport** – Cllr Willis
- Local Planning & Development** – Cllr Blundell
- Council Finance** – Cllr Blundell
- Flood Warden / Civic Contingencies** – (Vacant)

BUSINESS ITEMS: -----

AUG/25 – FINANCE

A) To note receipts

1. VAT refund £14.60

B) To receive bank reconciliation and spend against budget to date

C) To appoint three bank signatories

Council is asked to appoint up to three members to become bank signatories

AUG/26 – Conclusion of external audit 2016/17

To receive the external audit report for 2016/17 and to agree the publish the results.

AUG/27 – Appointment of persons to areas of special responsibility

The Council need to appoint someone as rep to the Village Hall Committee and a Flood Warden / Civic Contingencies. Council may wish to consider all areas of special responsibility if the Council co-opt a new member under agenda item AUG/21

AUG/28 - Planning & tree applications

To receive and resolve upon any local tree & planning applications received by the Parish Council.

**** AT THE TIME OF PUBLICATION NO APPLICATIONS HAD BEEN RECEIVED, BUT THE COUNCIL RESERVES THE RIGHT TO CONSIDER ANY SUCH APPLICATIONS RECEIVED BY THE DAY OF THIS MEETING ****

AUG/29 – Village Hall financial statement

To receive last years audited accounts from the Village Hall Committee

AUG/30 – Village noticeboards revamp/replacement

To consider adding the revamp or replacement of the Council Village noticeboards to the 2018/19 budget

AUG/31 – Grant request: TISBUS

To receive a request from TISBUS for a grant. The Council has £200 allocated for local grants in this year's budget.

AUG/32 – Litter pick

To consider having a Village Litter pick.

AUG/33 – Village walk / re-establishment of footpaths

To consider having a Village Walk

AUG/34 - Empty homes in the Village

To consider what the Parish Council can do to bring all homes in the Village into occupancy

AUG/35 - Village traffic calming measures

To receive a verbal report from Cllr Banas and agree the priority & budget of the possible schemes.

AUG/36 – Council meeting dates

At the annual meeting of Council in May dates of the whole of the next municipal year were agreed, Council is asked to confirm the Council meeting dates or agree two new dates: **Thursday 12th October 2017 & Thursday 11th January 2018**

Note: The Council must have 4 meeting per year to comply with the local government act, so two further meeting must be held between now and 31st March 2018

AUG/37 – Items for the next agenda

Members are asked to identify any items of business for the next Council meeting.