

*Charlton, Donhead St Mary, Ludwell
& The Coombes*



Donhead St Mary Parish Council

To: All Members of Donhead St Mary Parish Council.

You are hereby summoned to attend the **Annual Meeting** of the Parish Council

On: **Wednesday 19th of May 2021** commencing at **7:15pm** @ New Remembrance Hall, Charlton.

For the transaction of the business shown on the agenda below.

Signed:

Simon Pritchard – Locum Parish Clerk

Questions from Residents / Members of the Public:

Residents are encouraged to contact the Council Members by phone or email / letter
and not to attend this meeting

Due to the Covid pandemic there will no opportunity to address the Parish Council at this meeting, under advice the meeting is being kept as short as possible.

Members of the Public are reminded that if they do attend this meeting, they have no right to speak
only witness proceedings

NB: All Members to sign their declaration of acceptance of office before the start of the meeting.

~ Agenda ~

1. Election of Parish Council Chairman for the Municipal Year 2021/22

New Chairman to sign their declaration of office.

2. Apologies for Absence:

To receive any Apologies for Absence

3. Declarations of Pecuniary Interests & Dispensations:

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

4. Adoption of Minutes:

To adopt the minutes of last Parish Council meeting held on the **3rd of March 2021**

5. Members Portfolios 2021/22:

Some Members of the Council hold extra responsibility in some areas, the Council is asked to consider the following portfolios and if appropriate make appointments to the same.

- a) **New Remembrance Hall Committee Representative**
- b) **Sports Club and Mermoral Fields Representative**
- c) **SW Wiltshire Council Area Board**

- d) **Footpaths / Rights of Way**
- e) **S.I.D Coordinator**
- f) **Highway Matters**
- g) **South West Wiltshire Community Safety Group**
- h) **Local Planning & Development**
- i) **Flood Warden / Civil Contingencies**
- j) **Snow Warden**
- k) **Litter Management**
- l) **Playgrounds**
- m) **Any other?...**

6. Delegated Power – Planning Applications:

Members are asked to consider passing a resolution to give delegated power the Parish Clerk to respond to planning and tree applications on behalf of the Council. Applications that require a response before the next arranged meeting will be emailed out. Members will be asked if they want a formal meeting to be called to consider the application.

7. Assets Register 2021/22:

To agree the list of assets the Council has and adopt the register.

8. Risk Assessment 2021/22:

To carry out and adopt a risk assessment for 2021/22

9. Insurance Renewal 2021/22:

To receive the policy schedule and premium for 2021/22 and make payment of £763.89

10. Annual Membership Renewal 2021/22:

To consider maintaining membership of the Wiltshire Association of Local Councils and authorising payment of £435.74 for the membership fee.

11. FINANCE:

A. End of Year Outturn 2020/21:

To receive the end of year outturn.

B. To Appoint Bank Signatories 2020/21:

To confirm the Council's Bank Signatories

12. Internal Audit Report 2020/21:

To receive the Councils Internal Audit result and consider any recommendations.

13. Annual Governance Statement 2020/21:

To consider & approve the Councils Annual Governance Statement.

14. Accounting Statements 2020/21:

To consider & approve the Councils Accounting Statement.

15. Declaration of Council Being Exempt from External Audit:

To consider if the Council qualifies to declare itself as being exempt from external audit and to resolve if the Council will declare itself exempt or to submit the Council for review at a cost of £200 + VAT.

16. Planning, Tree or Licensing Applications:

To consider any local Tree or Planning Applications and make a response to Wiltshire Council as the Planning Authority.

- a) **Charlton Lane, Ludwell, Shaftesbury, SP7 0PN Consultation - PL/2021/03032**
Erection of agricultural worker's dwelling and use of land as garden (outline application to determine access).
- b) **The Mill House, The Old Forge Junction South West To Horse Hill Lane, Donhead St Mary, SP7 9DS Consultation - PL/2021/03071& PL/2021/04399**
Installation of PV panels on the south/west roof of The Mill House over the former cart shed. (Addition to already approved application 20/00813/FUL)
- c) **CLOUDBERRY HOUSE, WATERY LANE, DONHEAD ST MARY, SHAFTESBURY, SP79DP : Consultation - PL/2021/03197**
Construction of outdoor swimming pool and summer house
- d) **Warminster Road, Travis Perkins Builders Merchants and land to the east, Littledown, Shaftesbury, SP7 9HD Consultation - PL/2021/03287**
Proposed extension of existing builders merchant (sui generis) for the display, sale and storage of building timber and plumbing supplies, plant and tool hire, including outside display and storage along with storage racking, comprising erection of 1no. warehouse building, new 2.4m high fence along the northern and eastern boundary and 3m fence around the tool hire compound; associated access and servicing arrangements, car parking and landscaping; recladding of warehouse (1) and the demolition of warehouse (2) to facilitate access; and flexible use of site within classes e(g)(iii), b2 and b8.
- e) **BELMONT HOUSE, CHURCH HILL, DONHEAD ST MARY, SHAFTESBURY, SP7 9DQ: Consultation - PL/2021/04948**
T1 - Prunus tree - prune back by 3m T2 - Apple tree & T3 - Prunus tree - fell