

Donhead St Mary Parish Council



To: All Members of Donhead St Mary Parish Council
You are hereby summoned to attend the

**The Annual Meeting of the Parish Council
Wednesday 1st May 2024 commencing at 7:30pm**

@ New Remembrance Hall, Charlton.

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

Signed:  Mr S. Pritchard – Parish Clerk & Responsible Finance Officer

~ Agenda ~

1. Election of Parish Council Chairperson for the Municipal Year 2024/25:

To elect a chairperson to serve until May 2025

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.

Members are also reminded of their obligation to register their interests with Wiltshire Council and to keep that register up to date.

4. Adoption of Minutes:

To adopt the minutes of last Parish Council meeting held on **Wednesday 6th March 2024**

5. A30 (Rising Sun Area) TRAFFIC CALMING:

A. Further SID Location on A30:

The Parish Council would like to have a SID location around the Rising Sun area. To receive a verbal report on the progress towards a further SID location. To resolve on the next steps including and costings.

B. Purchase of an AutoSpeedWatch Device:

To resolve on the notion that the Parish Council buy an AutoSpeedWatch device at a cost of £589 (+VAT) plus other associated accessories.

(<https://store.autospeedwatch.org/units/unit>)

C. Request for Police Speed Trap on the A30:

The Parish Council has formally requested a speed trap around the Rising Sun area. To receive a verbal update and resolve on any further action.

6. A350 Safety Improvement Request:

Both Donhead St Mary Parish Council and Sedgemoor & Semley Parish Council have requested solid white lines to prevent overtaking at the turn on the A350 down to the Villages, Wiltshire Council Highways state this is not possible and have put forward an

alternative scheme. To receive from WC Highways their proposed improvement. To resolve on the response to WC Highways.

7. **Restoration of Cast-Iron Triangular Milestones on the A30:**

To resolve on the notion that Wiltshire Council Highways be asked to restore the milestones. Likely to have a cost implication to the Parish Council.

8. **Appointment of Reps / Portfolios 2023/24:**

▪ New Remembrance Hall Committee Representative:	
▪ Sports Club Representative:	
▪ Memorial Fields Representative / Trustees (chair ex officio):	
▪ Wiltshire Council Area Board:	▪ Flood Warden:
▪ Footpaths / Rights of Way:	▪ Civil Contingencies:
▪ S.I.D Coordinator:	▪ Snow Warden:
▪ Highway Matters (including LHFIG):	
▪ Lead Members for Planning (x2)	Any Others ?

9. **PLANNING APPLICATIONS:**

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

Application No:	PL/2024/03052
Application Type:	Full planning permission
Proposal:	Erection of a detached sustainable house, related landscaping, shed and infrastructure
Site Address:	Hillside Cottage, Higher Coombe, Donhead St Mary, Shaftesbury, SP7 9LS

Application No:	PL/2024/02862
Application Type:	Listed building consent (Alt/Ext)
Proposal:	Replacement of non-historic single glazing with double-glazing with black finish to double-glazing spacers
Site Address:	Berry Cottage, Lower Wincombe Lane, Donhead St Mary, Shaftesbury, SP7 9DB

10. **PARISH COUNCIL FINANCE:**

A. **2024/25 - List of Payments Made to Date:**

To receive a list of all payments made since 1st April 2024

B. **2024/25 - Budget Vs Spend to Date:**

To receive the latest budget vs spend to date and any verbal report from the Clerk

C. **End of Year Outturn 2023/24:**

To receive the end of year outturn

11. **Parish Council Assets Register 2024/25:**

To receive and adopt the assets register

12. **Parish Council Risk Assessment 2024/25:**

To receive and adopt the risk assessment for 2024/25

13. WALC Membership 2024/25:

To resolve on membership of the Wiltshire Association of Local Councils and approving payment of fee (£432.68 two years ago)

14. Parish Council Insurance Renewal 2024/25:

To receive and approve the policy schedule and payment of premium (£680.26). The council entered into a three-year deal in 2022

15. END OF 2023/24 YEAR AUDIT:

A. Internal Audit Report 2023/24:

To receive the Council's Internal Audit result and consider any recommendations.

B. Annual Governance Statement 2023/24:

To consider & approve the council's Annual Governance Statement

C. Accounting Statement 2023/24:

To receive and approve the annual Accounting Statement

D. Confirmation of Public Rights Dates:

To confirm that the dates for the public right of inspection will be Monday 3 June – Friday 12 July 2024

Please Note: The Parish Council now has a dedicated page on the Parish Council's website (<http://www.donheadstmaryparishcouncil.org/>) that records all the current and past planning applications made to Wiltshire Council. The page has a quick link into every application, and you can see what the Parish Council's response was.