

Donhead St Mary Parish Council



To: All Members of Donhead St Mary Parish Council

You are hereby summoned to attend the

The Annual & First Meeting of the Parish Council Wednesday 7th May 2025 commencing at 8:00pm

@ New Remembrance Hall, Charlton.

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

Signed:

Mr S. Pritchard – Parish Clerk & Responsible Finance Officer

Declarations of acceptance of Office:

Before the meeting starts all the new council members must sign their declarations

~ Agenda ~

1. Election of Parish Council Chairperson for the Municipal Year 2025/26:

To elect a chairperson to serve until May 2026

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. The Power of General Competence:

To pass a motion that the council qualifies to use the power of general competence

5. Adoption of Minutes:

To adopt the minutes of last Parish Council meeting held on:

1. **Wednesday 5th March 2025**

2. **Saturday 12th April 2025**

6. Appointment of Reps / Portfolios 2025/26:

▪ New Remembrance Hall Committee Representative:	
▪ Sports Club Representative:	
▪ Memorial Fields Representative / Trustees (chair ex officio): (X2)	
▪ 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 ?

7. Request for Weight Restriction to Wiltshire/ Dorset Councils:

To resolve on the notion of making a formal request for weight restriction on various roads leading from the A30 (south) to force HGV to use the A350

8. Funding Request: Shaftesbury Lido:

To resolve on the request from Shaftesbury Town Council for grant funding towards the Lido.

9. Website and Email Upgrade:

To resolved on the commissioning of a new .gov.uk website at a cost of £499+ vat & a new email address at a cost of £60 per year.

10. PLANNING APPLICATIONS:

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

None received by the time the agenda was issued, but the council reserves the right to table any received by the time of the meeting.

11. PARISH COUNCIL FINANCE:

A. 2025/26 - List of Payments Made to Date:

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

B. 2025/26 - 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 2024/25:

To receive the end of year outturn

12. Parish Council Assets Register 2025/26:

To receive and adopt the assets register

13. Parish Council Risk Assessment 2025/26:

To receive and adopt the risk assessment for 2025/26

14. WALC Membership 2025/26:

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

15. Parish Council Insurance Renewal 2025/26:

To receive and approve the policy schedule and payment of premium.

16. END OF 2024/25 YEAR AUDIT:

A. Internal Audit Report 2024/25:

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

B. Annual Governance Statement 2024/25:

To consider & approve the council's Annual Governance Statement

C. Accounting Statement 2024/25:

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 Tuesday 3rd June – Monday 14th July 2025

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.