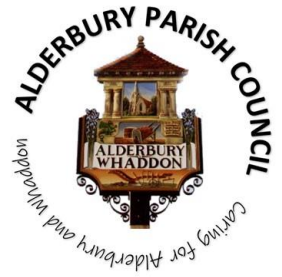


ALDERBURY PARISH COUNCIL

Caring for Alderbury and Whaddon



**Agenda for the Annual Meeting of Alderbury Parish Council
to be held at 7.30pm on Wednesday 11th May 2022 in
The Fountain Room, Alderbury Village Hall**



This Meeting is subject to COVID precautions



At the start of the meeting 15 minutes is set aside for members of the public to ask questions and make statements. Members of the public are asked to restrict their comments and/or questions to three minutes. After public question time, the public will only be able to speak if invited by the Chair.

To receive reports from Wiltshire Councillor Richard Britton and PC Pete Jung (if available).

AGENDA

6153. To elect a Chair for 2022/2023

The new Chair is required to sign [the Declaration of Acceptance of Office \(Chair\)](#).

6154. To elect a Vice Chair for 2022/2023

The new Vice-Chair is required to sign [the Declaration of Acceptance of Office \(Vice Chair\)](#).

6155. Apologies for absence

6156. Declaration of Cllrs Interests and dispensations

To receive declarations of interest or dispensations in respect of matters contained in this agenda.

6157. Council meeting minutes

To approve [the minutes of the Parish Council meeting held on 5th April 2022](#).

Village matters

6158. Village Maintenance update

To receive an update from Cllr Hartford including the Council's entry for the Best Kept Village competition – [2022 entry](#), [village report](#) and [maps](#) are all now online.

6159. Southampton Road Allotments

To agree [the position statement prepared by the Clerk](#) and to approve negotiations with the new owners of the site. Mr Turley, who is co-ordinating the views of the allotment tenants, will be in attendance to provide an update.

6160. Future of the Three Crowns

At the request of Councillor Hughes to consider the future of the Three Crowns in Whaddon.

6161. Grant Application: Alderbury Village Hall

To consider [an application for funding](#) towards the cost of a new dishwasher.

6162. Forward Plan

To review [the draft Forward Plan](#) for 2022/23

Business and Finance

6163. To review councillor responsibilities and work with external bodies 2022/23

[The current schedule of councillor roles is attached.](#)

6164. Council Subscriptions

To approve the renewal of the Council's subscriptions:

- Council for Protection of Rural England £36
- National Association of Local Councils (including Wiltshire ALC) £774
- Information Commissioner (ICO) £35
- Society of Local Council Clerks (Fellowship) £251
- Corporate Governance Institute (ICSA) £150

6165. Appointment of Internal Auditor

To note the appointment of Lightatouch until 2025 was confirmed in 2021/22.

6166. Review of Banking Arrangements

Recommended that Lloyds Bank be retained for the ensuing year.

6167. Review of Insurance Arrangements

Recommended that Came and Company be retained as the Council's insurance brokers for 2022/23.

6168. Council Policies and Procedures.

To confirm [the policies and procedures currently listed on the Council's website](#), pending such review as may be necessary during the year. Please note that Financial Regulation 18 has been amended to reflect changes arising from Brexit.

6169. End of Year – Annual Governance and Accountability Return (AGAR)

In accordance with Accounts and Audit Regulations 2015 and proper practices set out in the JPAG Practitioners Guide, the Council is required to:

- to prepare Accounting Statements for the year ended 31 March;
- to approve and publish the AGAR including the Governance and Accounting Statements
- to provide for the exercise of public rights to inspect the accounting statements and
- to publish the AGAR, including the signed external auditor report no later than Friday 1 July 2022.

Accordingly, the Clerk and Responsible Financial Officer (RFO) has prepared the following documents for approval by the Council and subsequent submission to the External Auditor, PKF Littlejohn LLP, and it is recommended as follows:

- (1) that [the Statement of Internal Control](#) be approved;
- (2) that the matters set out in [the Internal Auditor's report](#) be noted and the [Annual Internal Audit Report \(AGAR\)](#) be adopted;
- (3) that the [Annual Governance Statement \(AGAR Form 3 Section 1\)](#) be approved;
- (4) that [the Accounting Statements for the Year ending 31st March 2022 as certified by the RFO \(AGAR Form 3 Section 2\)](#) be approved and signed by the Chair;
- (5) that [the Statement of Variances](#) be approved;
- (6) that [the End of Year Bank Reconciliation Statement](#) be approved; and
- (7) that the [Notice of Public Rights and Publication of Unaudited AGAR](#) be approved and published by the RFO on the dates specified in [the Confirmation of Dates Statement](#).

6170. Budget Monitoring Report Month 1

To note [the budget monitoring report to 30th April 2022](#)

6171. Bank Reconciliation and Balances 30th April 2021

To note [the bank reconciliation and balances at 30th April 2022.](#)

6172. Accounts for Payment

To approve [the schedule of payments.](#)

Planning

6173. [Planning Application PL/2022/01624](#)

Temporary change of use from what is currently open grassland, previously used as Alderbury FC sports pitches to a parking area for the sales centre of the approved development outline ref 17/04301/OUT, reserved matters ref PL/2021/04201 - land Off Firs Road, Alderbury, SP5 3BD

6174. [Planning Application PL/2022/02766](#)

New dwelling with associated drive, carport/garage and garden amenity space (As approved under planning ref 20/07065/FUL with revised access position) - Resubmission of PL/2022/02035 - land rear of Caynton Lawns, Oak Drive, Alderbury, Wilts, SP5 3AJ

6175. [Planning Application PL/2022/00203](#)

Demolition of the existing conservatory. Conversion/extension of the existing dwelling. Pruning of a Magnolia tree - The Pippins, 56 Old Road, Alderbury, SP5 3AR

6176. [Planning Application PL/2022/02929](#)

Conversion of garage roof space to living accommodation ancillary to the main house, to include the insertion of a dormer on the West elevation – The Field House, Southampton Road, Alderbury SP5 3AG

Council business

6177. To receive reports from Cllrs representing Alderbury Parish Council on outside bodies.

6178. Correspondence – to consider correspondence received since the publication of the agenda.

6179. The Fountain magazine – to agree the key themes for the next article.

6180. Dates of future meetings– to note the following meeting dates:

Annual Parish Meeting: 26th May venue to be confirmed - theme: online fraud and internet safety

Thursday 9 June

Tuesday 2 Aug 22 (provisional)

Monday 4 July 22

Tuesday 6 Sep 22



Steve Milton

Clerk to Alderbury Parish Council

clerk@alderburyparishcouncil.gov.uk

3rd May 2022