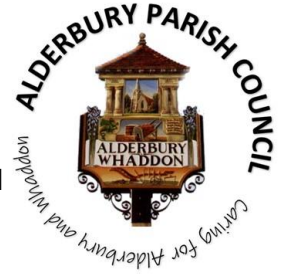


# ALDERBURY PARISH COUNCIL

*Caring for Alderbury and Whaddon*



**You are summoned to the annual meeting of Alderbury Parish Council  
to be held at 7.30 on May 2<sup>nd</sup> 2023  
The Fountain Room at The Village Hall, Alderbury**

## **Approx start time**

15 minutes is set aside for the public to ask questions. Please restrict comments and/or questions to three minutes. After question time, the public will only be able to speak if invited by the Chair.

**7.30**

## **AGENDA**

**Documents/reports to support this agenda are noted and can be found here: [2 May additional documents](#)**

**6390. PROPOSAL to ELECT the Chair for 2023/2024**

The new Chair is required to sign the Declaration of Acceptance of Office (Chair).

**6391. PROPOSAL to ELECT the Vice Chair for 2023/2024**

The new Vice-Chair is required to sign the Declaration of Acceptance of Office (Vice Chair)

**6392. ACCEPT reports from**

- a. PC Harry Murphy
- b. WC councillor Richard Britton

**6393. ACCEPT Apologies for absence**

**7.45**

**6394. RECEIVE** Declaration of Councillors' Interests and Dispensations relating to matters on this agenda.

**6395. REVIEW** councillor responsibilities and work with external bodies 2023/24 (*see report*)

**6396. PROPOSAL to RENEW** Council subscriptions:

- a. Council for Protection of Rural England estimate £36
- b. National Association of Local Councils (including Wiltshire ALC) – cost not yet available
- c. Information Commissioner (ICO) £40
- d. Society of Local Council Clerks £199

**6397. PROPOSAL to RENEW** direct debits:

- a. SGW payroll services
- b. Hill Data IT support
- c. O2 council phone
- d. HMRC
- e. PWLB

**6398. REVIEW** banking arrangements

Recommended that Lloyds Bank be retained for the ensuing year with signatories being Cllrs Hartford, Mernagh, Diprose

**8pm**

**6399. REVIEW** of insurance arrangements

Recommended that Came and Company be retained as the Council's insurance brokers for 2023/24

**6400. Council Policies and Procedures**

- a. **PROPOSAL to ACCEPT** the clerk's recommended policy and procedure review timetable (see report)
- b. **PROPOSAL** to renew commitment to the code of conduct (*see document*)
- c. **PROPOSAL** to re-adopt the statement of internal control (*see document*)

**6401. APPROVE** the minutes of the meeting held on 3<sup>rd</sup> April 2023

**6402. Matters arising not on agenda or covered by the action log**

- a. **PROPOSAL to ACCEPT** the conclusions of WRC's review of the oak near Oakwood Grove (see report)
- b. **REVIEW** the action log (*sent separately*)

**6403. VILLAGE MAINTENANCE ISSUES**

**8.15**

- a. **PROPOSAL** to book a mole removal service for the recreation ground
- b. **PROPOSAL** to buy and install recycling bins
- c. **DISCUSS** flooding into Oakwood Grove gardens
- d. **UPDATE** on discussions with Longford estate about path behind Woodlea Grange
- e. **REPORT** new issues from Cllr Hartford

**6404. Finance**

**8.30**

- a. **NOTE** the internal audit interim report March 2023 (*see report*)
- b. **NOTE** the budget monitoring report at 2.5.23 (*see report*)
- c. **NOTE** the bank balances and bank reconciliation statement at 26.4.23 (*see report*)
- d. **APPROVE** the schedule of payments and invoices received May (*see report*)
- e. **PROPOSAL to AGREE** an amendment to the budget – village maintenance to be reduced from £5,000 to £4,000 and £1,000 be designated 'footpath maintenance'

**6405. Update on projects**

- a. Additional SID
- b. War memorial – consider quotes for the agreed work (*see quotes*)
- c. Spider's Island environmental work **NTR**

**6406. HIGHWAYS**

**8.45**

- a. **DISCUSS** next steps Folly Lane/Lights Lane

**6407. UPDATE** on Annual Parish Meeting May 18th

**6408. Trees**

**9pm**

- a. **PROPOSAL** to ask for TPOs on a row of trees near the A36 on land owned by Formula Land
- b. **DISCUSS** other actions – see emails Ken Carley/Cllr Lawrence/clerk/R Britton (*see report*)

**6409. PROPOSAL** to install a seat in the cemetery (made from recycled materials) and to explore the offers that have been made to fund the project

**6410. RECEIVE REPORTS** from Councillors representing Alderbury Parish Council on outside bodies **9.15**

**6411. Correspondence** – to consider correspondence received since publication of the agenda

**6412. The Fountain magazine** – to agree the key themes for the next article

**6413. Date of next meeting**

- a. the annual parish meeting May 18<sup>th</sup>
- b. ordinary meeting June 7<sup>th</sup>

*The Agenda specifies the business that it is proposed to transact (Local Government Act 1972 Sch.12 para 10 (2)(b)) and the Council cannot lawfully decide any matter which is not specified in the Agenda (Longfield Parish April Council v Wright (1918) 88 LJ Ch 119)*

A handwritten signature in cursive script that reads "Liz Holland".

Liz Holland  
Clerk to Alderbury Parish Council  
27<sup>th</sup> April 2023