

FIRSDOWN PARISH COUNCIL
Mrs AC Purves, Parish Council Clerk
Cranbourne, White Way, Pitton, Salisbury, Wilts, SP5 1DT
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2nd June 2023

Dear Councillor

You are summoned to attend the Annual Meeting of **Firsdown Parish Council** to be held in the Meeting Room of Winterslow Village Hall on **Thursday 8th June 2023 at 7.30 pm** to transact the following business.

Yours faithfully,

Catherine Purves

Mrs AC Purves FSLCC
Parish Clerk

The Press and Public are invited to attend., and so there will be an **Open Forum** at the beginning of the meeting to allow members of the public to ask questions or make comment regarding the work of the Council or other items which affect the Parish.

Please note that proceedings may be recorded
Wiltshire Councillor Rich Rogers will give his report

AGENDA

45.23 To receive apologies for absence

46.23 To receive any Declarations of Interest from Members

- a. To receive any **Declarations of Interest** in respect of matters contained in this agenda
- b. To consider any **Dispensation Requests** received by the Parish Clerk and not previously considered.

47.23 Minutes

- a. To approve and sign as a correct record the minutes of the Annual Parish Council Meeting held on 3rd May 2023

48.23 To consider any items raised in the public session (Note no decision can be made)

49.23 To receive reports from:

- a. The Chairman
- b. The Parish Clerk
- c. The Council's representative to the Southern Area Board

50.23 Finance

- a. To confirm the payment of a schedule of accounts for June 2023 in the sum of £762.06
- b. To note the 2023.2024 Budget Monitoring form

- c. To note the bank balance as at 31st May 2023
- d. To note the final Q4 bank reconciliation for 2022/2023 in the sum of £27,019.68
- d. To consider quotes for byway signage
- e. To consider contributing £1450.00 (50%) towards the costs of the Wiltshire Council speed limit assessment of the A30 through Firsdown Parish.
- f. To consider donating upto £1000 towards the set-up costs of the proposed Community Shop in Pitton

51.23 To complete and sign the Annual Governance & Accounting Return for 2022/2023

- a. To consider the redaction of the signatures on the AGAR documents uploaded to the FPC website, to protect signatories from “specific & identifiable threats” of identity theft, and GDPR concerns.
- b. To note and accept the Internal Audit Report for 2022/2023 and any recommendations from the Internal Auditor
- c. To approve and sign the Annual Governance Statement for 2022/2023
- d. To approve and sign the Annual Accounting Statement for 2022/2023
- e. To resolve to certify that Firsdown Parish Council is exempt from a Limited Assurance Review by the External Auditor, as it meets the qualifying criteria.
- f. To approve the dates for the period of the Public Right of Inspection of Accounts for 2022/2023 – Monday 12th June 2023 to Friday 21st July 2023

52.23 New Issues raised for consideration and action as necessary

- i. Different website and contact information displayed according to search engine used.
- ii. Proposed location of map lectern
- iii Wiltshire Council's proposals for the future use of Roundbarrow Farm
- iv. Approval of prolonged absence for Councillor Beavan

53.23 Highway/Parish Steward/Footpath matters for consideration and action as necessary

- a. To note any new Highways issues:
- b. To note any new tasks for the Parish Steward
- c. To note any new footpath matters:
- d. To note any updates from the Local Highways & Footpaths Improvement Group
- e. To note any updates from the Community Speedwatch Team

54.23 Planning

- a. To consider a response to planning applications received: None
- b. To consider a response to applications notified between the publication date of the agenda and the date of the meeting, if necessary
- c. To confirm the response determined by email for applications received since the last meeting:
- d. To note planning decisions made by Wiltshire Council since the last meeting: None

55.23 To review other ongoing matters

- a. Co-option
- b. New Parish Council laptop
- c. Contribution towards the purchase of a film screen & projector for the WVH Meeting Room.
- d. Bank mandate
- e. Final replacement Parish Council noticeboard
- f. Replacement swing

- g. Painting roadside benches
- h. Possible different date of meeting from July 2023
- i. Community Emergency Contacts

56.23 Items for the next agenda

To note any items for the next agenda

57.23 To consider a request to change date and time of the next ordinary meetings of the Council from

Thursday July 6th 2023 at 7.30 pm in Winterslow Village Hall, to Wednesday July 5th at 7.30pm

58.23 To close the meeting

Councillors must consider the following when discharging their duties: Equal Opportunities (Race, Gender, Sexual Orientation, Marital Status, and any Disability), Crime & Disorder; Health & Safety; Human Rights; Bio-Diversity