



West Dean Parish Council

By Order of Melanie Camilleri, Clerk

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Dear Councillor,
You are hereby summoned to attend the
ANNUAL PARISH COUNCIL MEETING
of West Dean Parish Council
on **Thursday 12 May 2022 7pm**

Immediately after the
WEST DEAN ANNUAL PARISH ASSEMBLY
which starts at **6pm**
in the **King George's Hall**

To transact the following business.

The public and press are welcome to attend.

AGENDA

- 28/22** Election of the Chair and acceptance of office
- 29/22** Election of the Vice-chair and acceptance of office
- 30/22** Apologies for Absence
- 31/22** Declarations of interest
- 32/22** **Minutes:** to consider approval of the Minutes of the Parish Council Meeting on **14 April 2022**
- 33/22** **Public Forum**
- 34/22** **To receive a report from Cllr Richard Britton (Wiltshire Council)**
- 35/22** **Governance**
- s29(1) of the Localism Act 2011: review and update, if necessary, of the Councillors' Register of Interests
 - Review and adoption of Standing Orders
 - Review and adoption of Financial Regulations
 - Parish Council's Insurance wef 01 June 2022: consider and approve the renewal quote
 - Note Annual Subscriptions: WALC/NALC, ICO
 - Note Annual RoSPA Safety Inspection Sept 2022
 - Appoint an Internal Auditor for 2022/23 AGAR
 - Note grass cutting contract
 - To review Councillor assignment of responsibilities, memberships of groups and committees, and representatives to external bodies

- 36/22 Finance**
- i) Annual Governance and Accountability Return 2021/22 Form 2
 - a) Results of the Annual Internal Audit Report
 - b) Approval and signature of Certificate of Exemption – Form 2
 - c) Completion and signature of Section 1 – Annual Governance Statement
 - d) Approval to the Bank Reconciliation
 - e) Approval and signature of Section 2 – Accounting Statements
 - f) Approval to the Explanation of Variances
 - g) Notice of Public Rights and Publication of the Annual Governance & Accountability Return (Exempt Authority)
 - ii) To approve the Cash Flow Report and payments
- 37/22 Queen’s Platinum Jubilee**
- i) Note the range of events taking place in West Dean
 - ii) Commemorative tree to plant on The Green: select a suitable species and authorise spend
- 38/22 Village Spring Clean**
- i) Date of Village Spring Clean event and what arrangements are in place for the team of volunteers
 - ii) Parish Council’s provision of refreshments and authorisation of spend
- 39/22 Wildlife Group**
- i) Following the presentation made at the Annual Parish Meeting, consideration to financial support from West Dean Parish Council that it may meet its aims and objectives
- 40/22 Planning**
- PL/2022/02170**: 20 Hillside Close, West Dean, Salisbury, SP5 1EX
 Proposal: Build a combined workshop and summer house to the rear of the property.
 Observation date: 24 May 2022
- PL/2022/03467**: SHARDELOES, RECTORY HILL, WEST DEAN, SALISBURY, SP5 1JL
 Proposal: T1 - Yew tree (TPO West Dean 199) - crown raise to 3m above ground level and reduce low laterals (house side) by 2m
 Observation date: 26 May 2022.
- PL/2022/03470**: SHARDELOES, RECTORY HILL, WEST DEAN, SALISBURY, SP5 1JL.
 Proposal: T2 Common Laurel tree – fell
 Observation date: 26 May 2022
- 41/22 Councillors Reports**
- 42/22 Correspondence, AOB, urgent matters**
- iii) Southern Wiltshire Area Board’s interactive website called Our Community Matters (OCM) – online briefing sessions planned for 09 June 6pm and 23 June 6pm.
- 43/22 Date of next meeting**
- If agreed, the date of the next Meeting for **West Dean Parish Council** will be held on **Thursday 28 July 2022 at 7:00pm** in the **King George’s Hall**