

NOTICE OF A PARISH COUNCIL MEETING

Dear Councillors,

I hereby give notice that on Thursday 4 May 2023, a meeting of Zeals Parish Council will take place at the Village Hall, Zeals immediately after a Village Hall Committee meeting which follows the Annual Parish Council Meeting which follows the Parish Meeting at 6 pm. All members of the Council are summoned to attend for the purpose of considering and resolving upon the business set out hereunder.



Signed by Fran Hill, Clerk

Date: 27 April 2023

PUBLIC SESSION

An opportunity for members of the public or other authorities to address the Council on any agenda item or matter concerning the village.

Wiltshire Council Report - Cllr G Jeans

AGENDA

ZPC 23/1 TO RECEIVE AND AGREE APOLOGIES FOR ABSENCE

ZPC 23/2 DECLARATIONS OF INTEREST

- (i) To consider any written requests for dispensations by the clerk.
- (ii) To receive any declarations of interest

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Zeals Parish Council Code of Conduct for Members and by the Localism Act 2011

ZPC 23/3 TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON THE 30 MARCH 2023.

ZPC 23/4 ACTIONS/MATTERS ARISING FROM PREVIOUS MEETING (not covered by other agenda items)

- (i) *Defibrillator Training - first available date is Thursday 26 October.*

ZPC 23/5 CLERKS REPORT

- (i) The Clerk will be away from 12 – 26 May. Any emails of significance will be forwarded to the Chairman to share with members.

ZPC 23/6 FINANCE MATTERS

- (i) To note the balance of the account. £4381.48 (1/3/23) in current account and £10,039.54 in the deposit.
- (ii) The Parish Council is asked to RESOLVE to pay the following: and additional amounts that come in after the agenda is sent out.

Mrs Hill Salary 16/3/23 -25/4/23 27 3/4 hrs £13.17	TBC	
Mrs Hill expenses inc Homeworking allowance (£8pm = £16) April – May Expenses £25 - ½ share of Microsoft		
HMRC Tax and NI for Clerk	TBC	By DD

A Light Grass Cutting 27/3, 8/4, 22/4 @£45	£135	
WALC	TBC	

(iii) To note payments paid out under delegated powers:

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Council are asked to approve and sign the Accounts to 31 March 2023. Council is asked to note the Parish Council accounts show an income of £20,011, expenditure of £23,304 with a bank balance of £14,420. (already circulated).

- (i) Council are asked to **RESOLVE** to certify Stourton with Gasper PC “exempt” from external audit (2022-23).
Certificate of Exemption to be approved and signed.
- (ii) Annual Internal Auditors Report 2022-23
Council is asked to **RESOLVE** to appoint AOS Accounts as Internal Auditor and to consider the effectiveness of the internal audit.
- (iii) Council are asked to **APPROVE** & Sign the Annual Governance Statement 2022-23 (Section 1)
- (iv) Council is asked to **APPROVE** and sign the Accounting Statement for 2022-23 (Section 2)
- (v) Council is asked to **NOTE** the Notice of Public Rights and Publication of Annual Governance & Accountability Return (exempt Authority).

ZPC 23/7 PLANNING APPLICATIONS

- (i) Applications to consider at the meeting: or any urgent applications that come in after the agenda goes out

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- (ii) Applications considered/determined since last meeting:

PL/2023/02898 – Cyclamen Cottage – shorten canopy of red cedar tree	Zeals PC said No Objection	
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ZPC 23/8 SIGNAGE FOR SCHOOL

- (i) Council is asked to consider putting a request through LHFIG

ZPC 23/9 HIGHWAYS

- (i) Council is asked to consider parking in the village - Cllr Gray

ZPC 23/10 WESTFIELD PLAYGROUND

- (i) Update on checks - Cllr Patch

ZPC 23/11 ALLOTMENT RENT REVIEW

- (i) Council is asked to resolve to increase the annual rent for the allotments from next April 2024. There are 13 plots in total making current income maximum of £260. Some are shared. There has not been a rent review done on the allotments for some and the expenses for 2022/23 were £445

ZPC 23/12 WIRE ON VILLAGE GREEN

- (i) Council is asked to discuss the wire on the village green - Cllr d'Ambrumenil

ZPC 23/13 VILLAGE HALL REPAIRS

- (i) Council is asked to consider a report on the state of the walls and roof of the Village Hall.

ZPC 23/14 CORRESPONDENCE Council is asked to note the items below

- (i) Email from the owner of house on Bells Street 12/4/23 (previously circulated)
- (ii) Email from D Button of Wiltshire Council re Fencing on Bells Street 25/4/23 (previously circulated)
- (iii) Email from R Lupton re Grass Cutting 24/4/23 (previously Circulated)

ZPC 23/15 ITEMS FOR NEXT AGENDA

- (i)

ZPC 23/16 DATE OF NEXT MEETING –Thursday 27 July 2023 at the Village Hall at 7.00 pm

Members are reminded that the Council has a general duty to consider the matters above in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status or disability), Crime & Disorder, Health & Safety and Human Rights.