

Parish Office
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Date: 13th May 2019
To: All parish councillors
From: Cathy Knott, Clerk to Westbury Parish Council

Dear Councillor,

You are hereby summoned to the annual meeting of Westbury Parish Council at Westbury Village Hall, Playing Field Road, Westbury, Northamptonshire, NN13 5JN on **Wednesday 22nd May** at 8.00 pm when the under mentioned business will be transacted.

AGENDA

8.00 - 8.15 p.m. Questions or comments from the public

50/18 To elect a Chairman for 2019/20 and receive the Chairman's declaration of acceptance of office

51/18 To receive apologies for absence and welcome

52/18 To elect a Vice Chairman for 2019/20

53/18 To receive and approve for signature the minutes of the meeting of the parish council held on 13th March 2019

54/19 To note any matters arising from the minutes not included on this agenda for report only

55/19 To receive declarations of interest related to business on the agenda

56/19 Finance:

- a. Financial statement
- b. To note payments received
- c. To consider invoices to be paid

BANK BALANCES (as at 10.05.19)	£
Current	5,617.49
Business	25,007.37
TOTAL	30,624.86

Receipts (since 13.03.2019)	Amount	VAT
Interest (April & May)	1.41	
WPHC money for PF Rd)	350.00	
AVDC (first half of precept)	9,212.00	
Invoices paid since the last meeting on 13.03.19		
C. Knott (March salary)	520.00	0
R S Haynes Ltd (Fence works)	7,476.08	1,495.22
OPUS (electricity direct debit)	94.14	4.71
SLCC renewal fee (shared with Evenley PC)	78.00	0
Zurich Insurance (annual fee)	1820.25	0
Barbara Osborne (PAYE service)	63.00	0
BMKALC, NALC & LCR annual subscription fee	85.96	0
Texprep (postcard printing	39.10	0

Invoices submitted for approval		
C.Knott (April salary & expenses)	544.57	2.67
OPUS (Streetlight electric – April) Direct debit	107.80	5.39
ICO (data protection registration fee) Direct debit	35.00	0
Balfour Beatty (Mill Lane repair)	132.81	26.56
S.Rodwell (mowing)	202.42	0
OPUS (streetlight electric – May) Direct debit	95.07	4.75

57/19 **Governance:**

- a. To receive the Internal Auditor’s Report
- b. Annual Governance and Accountability Return 2018/19
 - To consider and approve Section 1, the Annual Governance Statement
 - To consider and approve Section 2, the Accounting Statements

58/19 To receive planning updates and recommendations

Application	Address	Details	AVDC Update
Application ref: 17/04381/APP Appeal ref: 18/00096	Old Vicarage Orchard Place	Construction of a hard-surfaced tennis court with surround fencing.	Appeal dismissed 29.04.19
18/03828/AOP Amended 17.04.19	Land at Biddlesden Road	Erection of up to 13 residential dwellings with all matters reserved other than access	Parish Council: Objection submitted 28.11.18 AVDC: Awaiting decision
APPEAL notice 17/04058/AOP	Land at Biddlesden Road	Appeal lodged with the Secretary of State against the Council’s decision objecting to the erection up to 20 residential dwellings	WPC: Submitted further comments to planning inspectorate on 26.11.18 Awaiting decision
Application Ref: 18/00675/APP Appeal Ref: 19/00009/FTHA	The Stables Brackley Road Westbury	Insert window into south facing wall	Appeal lodged with the Secretary of State against AVDC’s decision

59/19 To review the following policies and to adopt NALC’s 2018 Code of Conduct

- Standing Orders
- Data Breach policy
- Records Retention policy
- Subject Access Request Procedure

60/19 To provide an update on the public rights of way in the Mixbury Parish

61/19 To approve amendments to the asset list for 2019.20

62/19 Co-option – to discuss applications from interested parties and resolve to co-opt two new councillors

63/19 To discuss the maintenance of the fence bordering the playing field

64/19 To discuss traffic calming throughout the village

65/19 To accept councillors reports on the following areas (if there is anything to report):

- a. Play Park
- b. Highways
- c. Utilities

- d. WVHA & WCS
- e. Neighbourhood plan
- f. Footpaths
- g. Hs2
- h. Action plan

66/19 Correspondence received

67/19 Councillor questions

68/19 Items for the July Link

69/19 Public Participation session (Members of the public are invited to address the council. The session will last for a maximum of 10 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting)

70/19 Close

Cathy Knott

Cathy Knott
Clerk to Westbury Parish Council

Please note, this is a public meeting and you may be filmed, recorded and published.
Copies of all council papers are available for download at www.westburyvillage.co.uk