

Parish Office
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Date: 7th May 2020
To: All parish councillors
From: Cathy Knott, Clerk to Westbury Parish Council

Dear Councillor,
You are hereby summoned to the virtual annual meeting of Westbury Parish Council via Zoom on **Wednesday 13th May at 3.00 pm** when the under mentioned business will be transacted:

To join the Zoom Meeting:

<https://us02web.zoom.us/j/81295637598?pwd=L1lLcDlCbWJNMytaSDRPWjk1UDFGUT09>

Meeting ID: 812 9563 7598

Password: 009270

AGENDA

3.00 – 3.15 pm. Questions or comments from the public

56/20 To elect a chairman for 2020/21 and receive the chairman's declaration of acceptance of office

57/20 To receive apologies for absence

58/20 To elect a vice chairman for 2020/21

59/20 To receive and approve for signature the minutes of the extraordinary meeting of the parish council held on 15th April 2020

60/20 To adopt remote meeting standing orders

61/20 To note any matters arising from the minutes not included on this agenda for report only

62/20 To receive declarations of interest related to business on the agenda

63/20 Finance:

- Financial statement
- To note payments received
- To consider invoices to be paid

BANK BALANCES	£
Current	3,984.44
Business	24,470.64
TOTAL	28,455.08

Invoices paid since the last meeting		VAT £
OPUS DD	162.10	TBC
Andy Knott (refurbishment of noticeboards)	225.00	0
ICO (data protection annual fee) DD	35.00	0
Income received since the last meeting		
Precept	9,240.50	0
Invoices to be approved		
C.Knott (May salary)	TBC	0
HMRC (tax)	TBC	0
C.Knott (May expenses)	84.99	0
James Stone (VE Day decoration expenses)	111.86	0

S. Rodwell (mowing)	146.77	0
Jeff Christian (reimbursement for varnish)	28.00	0

64/20 Governance:

- a. To receive the Internal Auditor's Report
- b. Annual Governance and Accountability Return 2019/20
 - To consider and approve Section 1, the Annual Governance Statement
 - To consider and approve Section 2, the Accounting Statements

65/20 To receive planning updates and recommendations

Application	Address	Details	AVDC Update
19/02652/APP 19/02653/APP & 19/02654/APP	Mill Farm Mill Lane Westbury	Erection of straw, hay and fodder barn. Extension to cattle barn x 2	Parish Council: No objection. AVDC: awaiting decision
20/00055/APP	Manor Farm House, Main Street, Westbury	Demolish existing two garages and erect building to accommodate 2 garage bays, workshop and ancillary accommodation to include boot room, home office and home gym	Parish Council: No objection AVDC: APPROVED
20/00496/APP	Land Off Biddlesden Road Westbury	Erection of 7 dwellings and associated works	Parish Council: objection AVDC: awaiting decision

66/20 To review the following documents and policies: standing orders, code of conduct, risk schedule, asset register, equality & diversity policy and GDPR data map

67/20 To approve costs for the next phase of Treebanks upgrade

68/20 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

69/20 Correspondence received (as at 06.05.2020)

- COVID-19 updates from Buckinghamshire Council

70/20 Councillor questions

71/20 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)

72/20 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