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Date: 3rd May 2023
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 on Wednesday 10th May 2023 at 7.30pm at Westbury Village Hall, Playing Field Road, Westbury, NN13 5LA when the under mentioned business will be transacted:

AGENDA

77/23 To elect a chairman for 2023/24 and receive the chairman's declaration of acceptance of office

78/23 To receive apologies for absence and welcome

79/23 To elect a vice chairman for 2024/24

80/23 Questions or comments from the public

81/23 To receive and approve for signature the minutes of the meeting of the parish council held on 12th April 2023

82/23 To note any matters arising from the minutes not included on this agenda for report only

83/23 To receive declarations of interest related to business on the agenda

84/23 Finance (as at 03.05.23, subject to change)

a. Financial statement

Current account: £6897.86

Business account: £23,443.06

b. To note payments received since the last meeting

Bucks Council (First half of precept (paid in two lots) 10,136.50

c. to approve invoices submitted:

C. Knott (May salary & tax)	700.26
BMKALC (annual subs)	81.87
W J McL. Marshall (internal audit fee)	150.00
OPUS (streetlight electricity)	TBC

85/23 Governance:

- a. To receive the Internal Auditor's Report
- b. Annual Governance and Accountability Return 2022/23
 - i. To consider and approve Section 1, the Annual Governance Statement
 - ii. To consider and approve Section 2, the Accounting Statements

86/23 To consider new planning applications (if there are any) and to receive an update on applications outstanding

87/23 To review the following policies: standing orders, code of conduct, risk schedule, financial regulations, complaints policy, grants/donations policy and GDPR policies

88/23 To respond to Buckinghamshire Councils' Local Transport Plan 5 survey

89/23 To approve meeting dates for 2024

90/23 Resolve to underwrite seven days of O'Neil Homer's time (£4,200 + VAT) for the Post-Reg 14 and the submission preparation stages of the neighbourhood plan

91/23 To provide an update on the HS2 community fund project

92/23 To accept councillors reports on the following areas (if there is anything to report):

- a. Play Park
- b. Highways
- c. Utilities
- d. WVHA & WCS updates
- e. Neighbourhood plan
- f. Footpaths
- g. HS2
- h. Action plan

93/23 To note correspondence received that requires discussion

94/23 Councillors Open Forum

95/23 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*)

96/23 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