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Date: 6th September 2023
To: All parish councillors
From: Cathy Knott, Clerk to Westbury Parish Council

Dear Councillor,

You are hereby summoned to the meeting of Westbury Parish Council on Wednesday 13th September 2023 at 7.30pm at Westbury Village Hall, Playing Field Road, Westbury, NN13 5LA when the under mentioned business will be transacted:

AGENDA

- 127/23 To receive apologies for absence and welcome**
- 128/23 Questions or comments from the public**
- 129/23 To receive and approve for signature the minutes of the parish council meeting held on 12th July 2023**
- 130/23 To note any matters arising from the minutes not included on this agenda for report only**
- 131/23 To receive declarations of interest related to business on the agenda**
- 132/23 Finance (as at 06.09.23 subject to change)**

Financial statement

Current account: £11,555.57
Business account: £18,499.66

a. To note income received

Bank interest	13.67
Groundwork HS2 funding	6,948.48

b. To note payments made since the last meeting

C. Knott (August salary & tax)	677.87
HMRC (tax)	22.40
Microsoft (annual subscription)	59.99
OPUS (streetlight electricity)	46.26 (VAT 2.31)
PKF (external audit fee)	315.00 (VAT 63.00)

c. To approve invoices submitted:

C. Knott (Sept. salary & tax)	700.27
C. Knott (Office expenses)	75.00
O'Neil Homer (NP consultants)	1500.00 (VAT 300)
OPUS (streetlight electricity)	TBC
S. Rodwell (July mowing)	310.20

d. To receive an update from the internal controls' councillor

e. Annual audit; to approve the end of year accounts and to note the external auditors report

f. To consider budget information for the next financial year 2024/25

133/23 To consider new planning applications (if there are any) and to receive an update on applications outstanding

134/23 To receive a report from the neighbourhood plan steering group

135/23 To provide an update on the HS2 community fund project

136/23 To provide an update on Silver Sunday arrangements

137/23 To provide an update on the puffin crossing on the A422

138/23 To note the public path diversion order for footpath no. 11

139/23 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
- i. Speed Watch

140/23 To note correspondence received that requires discussion:

- Quote to St. Augustine's PCC for churchyard maintenance

141/23 Councillors Open Forum

142/23 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*)

143/23 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 to view or download at www.westburyvillage.co.uk