

# West Ashton Parish Council

Please reply to The Acting Parish Clerk, Mrs Carol Hackett, 23 Orchard Close, West Ashton, Wiltshire. BA14 6AU  
Tel: 01225 760372 Email: [westashtonpc@outlook.com](mailto:westashtonpc@outlook.com)

Remote **Annual Meeting** of the Parish Council to be held on **Wednesday 7th October 2020** at 7.15 pm by **Zoom Teleconferencing**, for the transaction of the business shown on the agenda below.

Carol Hackett - The Acting Parish Clerk

## Public Participation

Members of the public are invited to view the meeting, and/or submit in writing any questions, comments and petitions. Any written questions etc. need to be submitted to the Acting Parish Clerk before 5pm on the day of the meeting. Any submissions received will be considered at the start of the meeting. Members are reminded of their obligations under the Code of Conduct.

## To join the meeting please use either of the following methods:

Direct link:

<https://zoom.us/j/95064235233?pwd=b1ZWmRRRGp5RXZtRldlcERVZGo2UT09>

or [www.zoom.us](http://www.zoom.us)

Meeting ID: 950 6423 5233

Passcode: 394582

	<b>AGENDA ITEM</b>
2020/24	<b>Election of Chairman</b> To elect a Chair of the Parish Council for the remainder of the municipal year 2020/2021 in accordance with the Local Government Act 1972 ss 15 (2) and 34 (2)
2020/25	<b>Declaration of Acceptance of Office</b> To agree how the Chairman's Declaration of Acceptance of Office shall be received
2020/26	<b>Apologies for Absence and to consider the reasons given</b> Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given. LGA 1972 s85(1)
2020/27	<b>Election of Vice Chairman</b> To elect a Vice-Chair of the Parish Council for the remainder of the municipal year 2020/2021 in accordance with the Local Government Act 1972 ss 15 (6) and 34 (6)
2020/28	<b>Declaration of Acceptance of Office</b> To agree how the Vice-Chairman's Declaration of Acceptance of Office shall be received

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2020/29	<b>Declarations of Interest and Dispensations to Participate</b> a) To receive declarations of interest in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and the Localism Act 2011 in respect of members b) To receive any dispensation requests received by the Parish Clerk and not previously considered
2020/30	<b>Minutes of Council meeting</b> To approve and adopt the minutes of the previous meeting held on 15 <sup>th</sup> July 2020
2020/31	<b>Parish Clerk vacancy</b> Review any written applications received, and agree action
2020/32	<b>Follow-up actions agreed at last and meeting –</b> a) Enquiries with Wiltshire Council regarding use/restrictions of agricultural land – Update from Cllr Prickett b) Enquiries with Fire Service regarding restricted access, caused by parked cars – Update by Chairman c) Parish Website – i. Update from Chairman following attendance on ‘Website Accessibility Compliance Update’ webinar. ii. Advert in magazine for volunteer to support Website manager – Update by Chairman iii. Website Accessibility Statement – Consider draft document iv. Review content of Parish Council section on website d) Enquiries with Wiltshire Council regarding Land sold along East Town Road – Update from Cllr Prickett e) Speed Indicator Device for use in the village – Review and consider quotes received from suppliers, and information obtained from Bratton and Edington Parish Councils, by Chairman and Cllr Alford

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2020/33	<b>Parish Councillor Reports</b> <ul style="list-style-type: none"><li>a) To agree Councillor portfolios for the remainder of the municipal year</li><li>b) To appoint representatives to outside bodies for the remainder of the municipal year</li><li>c) To receive the following updates:<ul style="list-style-type: none"><li>• Highways – Cllr Covington<ul style="list-style-type: none"><li>➢ Bus Shelter repair</li><li>➢ Traffic calming</li></ul></li><li>• Wiltshire Council – Cllr Prickett</li><li>• Police</li><li>• Parish Steward – Cllr Alford</li><li>• Community Speedwatch – Acting Clerk</li><li>• Village Hall – Cllr Covington</li><li>• Neighbourhood Plan – Acting Clerk</li><li>• Footpaths – Cllr Molloy and Cllr Prickett –<ul style="list-style-type: none"><li>➢ Unauthorised detour on footpath far end Kettle Lane</li><li>➢ Stile at village boundary (WASH7) needing repair</li><li>➢ Fence repair on footpath opposite East Town Road</li><li>➢ Approx. 8 Elm trees on corner of crossroads, adjacent to Orchard Close – Cllr Covington</li></ul></li></ul></li></ul>
2020/34	<b>Finance</b> <ul style="list-style-type: none"><li>a) To receive financial report as at 30/9/20</li><li>b) To approve payments as listed in Appendix at end of agenda</li><li>c) Quarterly check of Parish Council accounts – Report from Cllr Alford following review of accounts as at 31/8/20</li><li>d) National Joint Council for Local Government Services (NJC) pay scales for 20-21 – Consider approval of new pay scales for Clerk</li><li>d) Bank signatories 2020/2021 - To agree signatories for the remainder of the municipal year</li><li>e) To consider the payment of any subscriptions falling to be paid annually (NALC/WALC, ICO, CPRE)</li><li>f) To confirm the appointment of the Internal Auditor for the year ending 31/3/21</li><li>g) To approve of the use of banker’s standing order to make payments as considered appropriate (as per requirement of Financial Regs para. 6.7)</li><li>h) To approve of the use of BACS or CHAPS to make payments as considered appropriate (as per requirement of Financial Regs para. 6.8)</li></ul>
2020/35	<b>Planning applications, decisions, enforcement issues and appeals</b> To consider any planning information or matters outstanding
2020/36	<b>Parish Council Insurance 2020/2021</b> To review arrangements and policy documents

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2020/37	<b>Correspondence</b> To receive, note and consider any items of correspondence
2020/38	<b>Parish Matters</b> To bring any matter not on the agenda to the Council's attention – for information
2020/39	<b>Date of next meeting</b> Date of next meeting 18th November 2020  (Dates of Parish Council meetings for remainder of the municipal year – Wednesday 18 <sup>th</sup> November, 20 <sup>th</sup> January 2021, and 17 <sup>th</sup> of March 2021)

## Appendix:

### Payments made in between meetings for approval

Payee name	Details	Payment date	Chq No.	Amount
CardiAid	Defibrillator service	30/07/20	708	252.00
Evans Above	Recreation Area Grounds maintenance for July	03/08/20	709	£72.00
Community First	Annual Insurance Premium	17/08/20	710	406.82
Evans Above	Recreation Area Grounds maintenance for August	15/09/20	711	£72.00

### Payments to be made at Parish Council meeting for approval

Payee name	Details	Payment date	Chq No.	Amount
Evans Above	Recreation Area Grounds maintenance for September	07/10/20	712	£72.00
Carol Hackett (Acting Clerk)	Hours worked from 15/6/20 to 29/9/20 plus expenses	07/10/20	713	£498.74
P Buckland	Tree planting scheme	07/10/20	714	£15.00