



Tisbury Parish Council - Notice of Meeting & Agenda

**All Councillors are hereby summoned to participate in the
Ordinary Meeting of the Parish Council at 7.00 pm on:
Tuesday 6th June 2023**

31/05/2023

Notes:

- a. The meeting will be held in the Reading Room, High Street, SP3 6LD
- b. Agenda papers will be available on the Tisbury PC website:
www.tisbury-wiltshire-pc.gov.uk
- c. The Chairman will confirm if any part of the meeting may not be filmed, photographed, or audio recorded. If any member of the public has an objection to being filmed, photographed or audio recorded, please would they make themselves known to the Chairman or the Parish Clerk before the start of the meeting.

Residents may also join the meeting virtually by using the link below:

Google Meet Video call link: <https://meet.google.com/tpx-zybu-wpg>

The link will become active at c.6:50pm.

Questions or Statements

A short period of time will be set aside prior at the start of the meeting for questions or statements from members of the public on any matter concerning the village; each person speaking for no longer than 3 minutes.

Please note that any question requiring an answer that needs to be researched will be noted and included in the agenda for the following meeting.

Statements will be noted at the meeting, but no discussion will take place unless the topic is on the agenda; any discussion will take place during the agenda item.

AGENDA

21.23 Apologies

To receive apologies for absence.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

22.23 Declarations of Interest:

Any Councillor wishing to declare interests should do so at this point:

- a. Declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests.
- b. Declarations of disclosable pecuniary and non-pecuniary interests not previously declared in the Register of Interests.
- c. Dispensations: if required.

23.23 Resolution of Minutes - [see document](#)

To approve the Minutes of the Annual Meeting held on Tuesday 2nd May 2023.

24.23 Planning and Tree Works Applications ([with response date deadlines](#))

PL/2023/00421 Ferndale, The Avenue, Tisbury ([by 14/06/23](#))

Formation of dormer to rear roofslope ***Revised Plans**

PL/2023/04315 Vale View, 17 High Street Tisbury ([by 23/06/23](#))

Reduce the height of three Leylandii and one Laburnum of similar height - 8 metres, in garden. All 4 to be reduced by approximately two metres. Prune branches of the Laburnum over-hanging an unadopted road with right of way to several properties.

25.23 Small Grants Scheme Applications

To consider and approve the small grant applications received from the following organisations:

- a. **Friends of Tisbury Community Choir** – towards the purchase of licences to print and use new pieces of music - £300
- b. **Guy's Patch** – towards maintaining the area - £300
- c. **St John's Church** – for maintenance of village clock - £300
- d. **Tisbury Carnival** – towards the annual event insurance - £300
- e. **Tisbury Memory Group** – towards activities for the Group - £300
- f. **Tisbury Pre-School** – towards the purchase of a new printer - £300
- g. **TisTalk** – towards the provision of a weekly podcast for Tisbury - £180

26.23 Joint Schools Summer Fete on Saturday 5th August 2023

To consider a request from Tisbury Pre-school and St John's Primary School to use the King George V field for a joint schools Summer Fete on Saturday 5th August 2023.

27.23 Commemorative Event to mark the 80th Anniversary of the B-24 Liberator crash in Tisbury on 28th July 1943 with the loss of 7 members of RAF 53 Squadron

- a. To consider a request from a group of residents to attach and unveil a plaque at the village War Memorial and to hold a commemorative event to mark the 80th Anniversary on Friday 28th July 2023 at 11 am.
- b. To consider their request for a contribution from the Council towards the purchase of a commemorative plaque.
- c. If agreed, to consider a recommendation from the Clerk that an application be submitted to Wiltshire Council for a temporary partial road closure of the Square for 45 minutes for the event under the Town Police Clauses Act 1847.
- d. To consider and approve the attendance of representatives of the Parish Council at the event and the laying of a wreath on behalf of the community.

28.23 Annual Governance & Accountability Return

- a. **Internal Auditor's Report** - [see document](#)
To receive and note the Internal Auditor's Report from IAC Audit & Consultancy Ltd.
- b. **Annual Governance Statement** [see document](#)
To consider and resolve to approve the Annual Governance Statement contained within the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2023 for submission to the Parish Council's External Auditors.
- c. **Accounting Statements** - [see document](#)
To consider and resolve to approve the Accounting Statements and Statement of Variances contained within the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2023 for submission to the Parish Council's External Auditors.
- d. **Exercise of Public Rights** - [see document](#)
To resolve to approve the dates for the period for the exercise of public rights for the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2023.

29.23 Annual Subscriptions

To re-consider a recommendation from the Environment Committee to take out an annual subscription with the Campaign to Protect Rural England 'CPRE'.

30.23 Finance – Annual Direct Debits and Standing Orders - [see document](#)

To approve the Council's annual direct debits and standing orders.

31.23 Approval of June Financial Information - [see documents](#)

- a. Retrospective payments made from 01/05/2023 to 31/05/2023
- b. Faster Payment transactions for June
- c. Current Account bank reconciliations to 30th April and 31st May 2023
- d. Deposit Account bank reconciliations to 30th April and 31st May 2023
- e. Budget to Actual Reports to 30th April and 31st May 2023

32.23 Annual Insurance

To approve the renewal of the Council's Annual Insurance on 1st June 2023 with Zurich Insurance for the premium of £1,618.62.

33.23 Wiltshire Towns Programme

- a. To note the receipt of the £5,000 grant from Wiltshire Council for the Towns Programme for 2022/23 and approve that it be transferred to Earmarked Reserves.
- b. To consider a proposal from Councillor Mason that the Council write to local businesses to seek their views on potential projects for an additional grant of £5,000 for 2023/24 with the purpose of increasing footfall to the High Street.

34.23 Risk Assessments for Great Big Green Week - [see documents](#)

To approve the Risk Assessments for the events being held by the Council during Great Big Green Week between 10th and 18th June.

35.23 Items for Information - [see documents](#)

- a. To receive a short verbal report from Councillor Buck on the Coronation Picnic event held at the Lower Recreation Ground on Sunday 7th June.
- b. Clerk's report providing information on agenda items, recent issues and work completed.
- c. Clerk's report on a recent meeting of the Local Highways and Footpath Improvement Group including the implementation of the 20 mph speed limit in Tisbury.

36.23 Items for Next Agenda

- a. Report on Defibrillator quotes.
- b. Report making recommendations on short term investment funds.
- c. Revised Risk Assessment for Children's Community Garden.
- d. Protocol and Guidance on Meetings with Developers.
- e. Time Off In Lieu Policy.

37.23 Date of next meeting:

To approve the date of the next meeting as Tuesday 4th July 2023 at 7 pm at the Reading Room, High Street, Tisbury.