

Donhead St Andrew

Parish Council



Notice of Meeting:

To all Members of Donhead St Andrew Parish Council,
you are hereby summoned to participate in

The First & Annual Council Meeting

To be held at St Andrew's Church, Donhead St Andrew
Thursday 15th May 2025 @ 7:30pm

Signed: *S. Pritchard*
Mr Simon Pritchard PSLCC
Parish Clerk & Responsible Finance Officer
08/05/2025

Declarations of Acceptance of Office:

Before the meeting starts all the new council members must sign their declarations

Formal Meeting Agenda

1) Election of Chairperson:

To appoint a chairperson for the municipal year 2025/26

2) Election of Vice Chairman:

The council may choose to appoint a vice-chairman for the municipal year 2025/26

3) Apologies of Absence:

To receive and approve any apologies of absence.

4) Declarations of Interest:

Members to declare interests in any agenda item:

- 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) Applications for dispensations: to be submitted in writing to the Parish Clerk before the meeting.

5) Adoption of Previous Council Meetings Minutes:

To adopt the minutes of the last meetings held on: **Thursday 13th March 2025**

6) The Power of General Competence:

To pass a motion that the council qualifies for the power of general competences.

7) Planning or Tree Applications Submitted to Wiltshire Council:

To pass comment on any planning, tree or licensing applications submitted to Wiltshire Council.

NB: None received at the time the agenda was issued, but the council reserves the right to table any received by the time of the meeting.

Find the full details of the applications on the Wiltshire Council website:

<https://development.wiltshire.gov.uk/pr/s/>

8) Application to Wiltshire Council for a definitive map modification order to record a footpath in the parishes of Donhead St. Andrew and Tisbury, SP3 6RF:

To receive details of the application. To resolve on any response to Wiltshire Council.

9) Funding Request: Shaftesbury Lido:

To resolve on the request from Shaftesbury Town Council for grant funding towards the Lido.

10) CEMETERY MANAGEMENT - Additional Grass Cutting:

To resolve on the number of and timing of extra cuts required.

11) Members Portfolios:

The Parish Council operates a portfolio system, some members hold extra responsibility for addressing issues within their portfolio area.

To confirm any special areas of responsibility held by members.

- Footpaths / Rights of way
- Highways / Parish Steward
- Flood Warden
- Bank Rec Checker
- Any other?....

12) Bank Account Signatories:

To confirm the current signatories and add anymore if required.

Current: Cllrs Simon Barkham, Alistair Stoker & Jennifer Luckyn-Malone

13) Assets Register 2025:

To review and adopt the council's assets register.

14) Risk Assessment 2025/26:

To review and adopt the 2025/26 risk assessment.

15) Insurance Renewal 2025/26:

The insurance renews on the 1st of July. Last year's premium was £297.98

16) Annual WALC Membership Renewal 2025/26:

To resolve maintaining membership of the Wiltshire Association of Local Councils and authorising payment of £190.43

17) PARISH COUNCIL FINANCE (2025/26):

A. Payments Made Since the Last Meeting:

To receive the payments list.

B. Budget Vs Spend to Date

To receive the latest budget Vs spend to date

C. Review of Earmarked Balances / Deposit Account:

To receive and review the earmarked balances information. To resolve on the opening of a 32-day notice deposit account (2.15%).

18) Annual Governance & Accounting Return 2024/25:

A. End of Year Outturn 2024/25:

To receive the final spend against budget reports.

B. Internal Audit Report 2024/25:

To receive the Internal Auditors report for 2022/23

C. The Annual Governance Statement 2024/25:

To resolve on the council's response to the governance statements

D. The Annual Accounting Statement 2024/25:

To receive and approve the annual accounting statement.

E. Declaration of Exemption:

To resolve on claiming exemption from External Audit for 2024/25

F. Confirmation of Public Rights:

To confirm the dates for public rights of inspection will be Tuesday 3rd June to Monday 14th July 2025

End of Formal Meeting