**Meeting of the Shalbourne Parish Council**

**to be held on Thursday 20 March 2025 at 7.30 pm**

**in the Shalbourne Village Hall**

------------------------------------------------------------------------

Agenda

1. Introduction.
2. Apologies for absence.
3. Receive declaration of personal and prejudicial interests.
4. Formal business.
5. Minutes of Last Meeting
   1. Minutes of the meeting held on 9 January 2025 (available on website) to be agreed and the Chairman authorised to sign them.
6. Wiltshire Council report – Stuart Wheeler.
7. Police Report
   1. Statistics in Attachment 1. Subject to operational needs, the police will be attending the Parish Assembly.

1. Matters Arising
   1. Shalbourne C of E School buildings.
2. Governance
   1. To consider the principles set out in Attachment 2 and confirm that the Council adheres to them.
3. Speed Limiting Measures
   1. Bagshot: Update.
   2. Oxenwood
   3. Speedwatch – Any volunteers?
4. Moles
5. Committee Reports
   1. Planning.
      1. To note that the Council had agreed not to respond to: PL/2025/00475; PL/2025/01046; PL/2025/01328; PL/2025/01760; PL/2025/02161; PL/2025/02161; PL/2025/02353
      2. To consider response, if any, to: PL/2025/01648; PL/2025/01793, Attachment 3.
   2. Rights of Way. Ham footpath.
   3. Highways and surface water:
      1. Priority list for Parish Steward, see Attachment 4.
      2. Clearing ditch round Green.
   4. Local Transport.
   5. Neighbourhood Watch.
   6. Environmental Matters.
   7. Shalbourne Club Liaison.
6. Finance
   1. To consider the following applications for payments:
      1. Grant for Mayday Fair - £450.00(Form to follow)
   2. To note the balances after the above, Attachment 5.
   3. To agree the appointment of an internal auditor.
   4. To consider funding for the provision of refreshments at the Parish Assembly.
7. Correspondence and Any Other Business

Mike Lockhart

**ATTACHMENT 1**

**Police Report**

**December 24**

Public order - 2

Anti-social behaviour -1

Burglary -1

Other theft -1

**Past 12 Months**

|  |  |  |
| --- | --- | --- |
| Jan 2024 | 32 | 16.4% |
| Feb 2024 | 21 | 10.8% |
| Mar 2024 | 10 | 5.1% |
| Apr 2024 | 17 | 8.7% |
| May 2024 | 12 | 6.2% |
| Jun 2024 | 17 | 8.7% |
| Jul 2024 | 10 | 5.1% |
| Aug 2024 | 27 | 13.8% |
| Sep 2024 | 7 | 3.6% |
| Oct 2024 | 18 | 9.2% |
| Nov 2024 | 19 | 9.7% |
| Dec 2024 | 5 | 2.6% |

**ATTACHMENT 2**

**Governance Questionnaire**

1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements. *Yes. Budget was prepared and agreed by Council. Actual bank balances and expected balances following transactions reported to each meeting.*
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. *Yes. Actual and expected balances reported, see above. Dual cheque signatories. Original invoices available at each meeting where expenditure was incurred.*
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finance. *Yes. Member of Wilts Association of Local Councils and attendance at Area Board provided early alert of any changes in laws or regulations.*
4. We provided proper opportunity during the year for the exercise of electors’ rights in accordance with the requirements of the Accounts and Audit Regulations. *Yes. Access to accounts advertised widely – noticeboard, Facebook, website. Nobody denied any access.*
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required. *Yes. Risks specifically addressed when insurance is reviewed in May.*
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems. *Yes. Proportionate, see [1] and [2] above.*
7. We took appropriate action on all matters raised in reports from internal and external audit. *Yes.*
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements. *Yes. Reviewed when agreeing accounts.*

**ATTACHMENT 3**

**Planning Applications**

|  |  |
| --- | --- |
| **Wiltshire Council Planning Consultation Response** | |
|  | **Officer’s Name: Joe Leesam** |
|  | **Direct Line:** |
| **Application No:** | **PL/2025/01793** |
| **Application Type:** | **Householder planning permission** |
| **Proposal:** | **Demolition of existing lean-to to west elevation and erection of replacement 1.5-storey extension. Erection of 1.5 storey extension to north elevation** |
| **Site Address:** | **26 Kingston Road, Shalbourne, Marlborough, SN8 3QH** |

|  |  |
| --- | --- |
| **Wiltshire Council Planning Consultation Response** | |
|  | **Officer’s Name: Joe Leesam** |
|  | **Direct Line:** |
| **Application No:** | **PL/2025/01648** |
| **Application Type:** | **Householder planning permission** |
| **Proposal:** | **Erection of a greenhouse on a new concrete base alongside the east edge of the main lawn which is closest to the house.** |
| **Site Address:** | **South Lodge, Kingston Road, Shalbourne, Marlborugh, SN8 3DQ** |

**ATTACHMENT 4**

**Issue Log**



**ATTACHMENT 5**

**Balances following Meeting.**

1. **Current Account**

Payment Receipt Balance

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Balance after meeting of 9 Jan** |  |  | **19619.31** |
| 20-Mar-25 | Grant for Mayday Fair | 450 |  | 19169.31 |
|  | **Balance after meeting of 20 March** |  |  | **19169.31** |

1. **Deposit Account**

Payment Receipt Balance

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 29-Nov-24 | Interest |  | 2.85 | 2643.06 |
| 31-Dec-24 | Interest |  | 3.14 | 2646.2 |
| 31-Jan-24 | Interest |  | 3 | 2649.2 |

1. **CIL Account**



1. **Commitments**

LHFIG for Oxenwood Limit - £4000

Signpost Repair - £200

Oxenwood defibrillator - £1886.40

1. **Bank Balances**

Current Account at 5 Feb 25 - £22,378.31

Deposit Account at 5 Feb 25 - £2,661.60