

**AGENDA FOR ETCHILHAMPTON PARISH COUNCIL MEETING ON 24 MAY 2021  
AT 6.30pm IN THE VILLAGE HALL**

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**AGENDA**

- 1 Appointments of Chairman, Vice-Chairman, Treasurer/Responsible Financial Officer, Internal Auditor and Clerk/Proper Officer
- 2 Declarations of Acceptance of Office
- 3 Declarations of Acceptance of Code of Conduct by all Councillors
- 4 Register of Councillors' Interests – To confirm up-to-date and notify Wiltshire Council and the Clerk of changes
- 5 Election Expenses Forms to be sent to Wiltshire
- 6 Declarations of Interests and Dispensations Requests
  - a 2021/03876 – Mr Woods to declare his interest as owner for Item 15b
  - b 19/10845 - Mr Woods to declare his interest as adjacent landowner and ask for his dispensation to continue for Item 15e
- 7 Authorisation and adoption of all Governance provisions
- 8 Appointments to outside bodies – Devizes Area Board, DCATG
- 9 Approval of the Minutes of the last meeting
- 10 Mr Robert's Safety Reports
- 11 Matters Arising
  - a Parish Stewards' Jobs and Flooding – To receive a report from Mrs Clark and Mr Hanson following their meeting with Mr Dobson (Northern Highways) on 21 May.
  - b Gate chain and lock – To receive an update
  - c Village Portrait Book – To receive an update
  - d Defibrillator – To receive an update
- 12 Questions/Points from the Public
- 13 Treasurer's Report
  - A To receive the RFO's report, including list of invoices for payment/ratification:
    - i Work to Oak Tree in Playing Field - £216.00
    - ii Zurich Insurance Annual Premium - £422.09
    - iii Lock and chain for playing field - £45.98
    - iv WC Church bin collection - £50.00
  - B AGAR - To consider the annual accounts and approve AGAR governance papers in the prescribed order:
    - i List of expenditure over £100, including invoices
    - ii Register of Assets
    - iii Risk Register, analysis and safety Report from Mr Roberts
    - iv The Internal Auditor's Report and internal controls
    - v Accounts, variances and bank reconciliation

- vi Consideration and approval of annual governance statement by Council Resolution
  - vii Consideration and approval of the annual accounting statements from the RFO/Treasurer by Council Resolution
  - viii Consideration and approval of dates for public inspection of accounts to be published by the RFO
  - ix Approval by Resolution of Exemption Certificate for Councils with accounts under £25,000 for Clerk to send to auditors
  - x Any other documents for publication – if any
- 14 Correspondence and Consultations  
To agree action on items not otherwise on Agenda - See Annex
- 15 Planning Applications
- a 2021/03665 - Playing Field Oak Tree. To receive an update
  - b 2021/03876 – 8&9. Removal of 2 small Ash trees suffering from Ash dieback
  - c 21/02017 - Etchilhampton House. Installation of a low level fully retractable cover for existing swimming pool
  - d 2021/04184 – The Lodge. Trim Yew tree
  - e 19/10845 – Manor Farm, All Cannings. To receive an update from Mrs Clark
- 16 Reports of Meetings
- Follow up to Discussion with Devizes Development Partnership
- 17 Other Business
- Agenda for Parish Meeting on 24 May 2021 at 7.45pm

## **ANNEX**

- 1 – WC Scam Warning
- 2 – Numerous Covid updates

M Woods, Clerk