

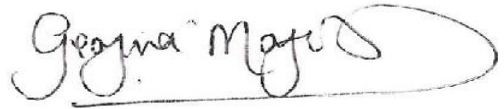
OGBOURNE ST GEORGE PARISH COUNCIL

PARISH COUNCIL MEETING

To: Members of Ogbourne St George Parish Council

You are summoned to attend the Annual Parish Council meeting to be held at the Village Hall, Ogbourne St George on Thursday 10th May 2018 at 7.30pm.

Press & Public are invited to attend.



Georgina Morgan-Denn, BA (Hons) PSLCC
Clerk to the Council

3 May 2018

AGENDA

1. **ELECTION OF CHAIRMAN**
2. **CHAIRMAN TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE**
3. **APOLOGIES FOR ABSENCE**
To receive and approve.
4. **DECLARATION OF INTERESTS**
To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. The disclosure must include the nature of the interest. If a Councillor becomes aware, during the course of a meeting, of an interest that has not been disclosed under this item they must immediately disclose it. They may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial.

A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice the Councillors judgement of the public interest and it relates to a financial or regulatory matter.
5. **MINUTES**
To resolve and sign as a correct record of the meeting held on 8th March and 12th April 2018 (previously circulated to members).
6. **PUBLIC RECESS**
Members of the public are invited to make representations to Ogbourne St George Parish Council on any matters relating to the work of the Council, any

Parish related matters or to raise any issues of concern. (Public Bodies (Admission to Meetings) Act 1960) and in accordance with Standing Order 3 (e-k).

7. POLICE REPORT

To welcome PCSO Emily Sykes, Community Policing Team East, Wiltshire Police and to receive a report on policing priorities.

8. REPORT FROM UNITARY COUNCILLOR

To welcome Cllr Jane Davies and receive an update from Wiltshire Council.

9. PLANNING MATTERS

(a) Applications: The following Planning Applications have been received from Wiltshire Council:

Application: 18/02883/FUL
Location: Ogbourne St George and St Andrew C of E Primary School, High Street, Ogbourne St George, Wiltshire, SN8 1SU

Proposal: Installation of a Coniston 35 Full Aluminium Wall mounted Canopy on rear steel goal posts

Comments by: 24 May 2018

Application: 17/09245/FUL
Location: Hunters Moon, Bytham Road, Ogbourne St George, Wiltshire, SN8 1TD

Proposal: Relocate existing drive 17 meters to the north

Comments by: 30 May 2018

Please note: in planning matters the Council acts as the consultee of the Principal Authority. (The Principal Authority being the deciding body)

(b) Decisions: The following Planning Decisions have been notified to the Council:

Application: 18/01114/TCA
Location: Orchard House, Chiseldon Road, Ogbourne St George, Marlborough, Wiltshire SN8 1SU

Proposal: Application for Work to Trees in a Cons Area
Tree 1 - Horse Chestnut tree - fell
Tree 2 - Apple tree - fell
Tree 3 - Norway Maple tree - fell
Tree 4 - Birch tree - fell

OSG Comment: No objection

Decision: No objection

Application: 18/01560/FUL
Location: 1 Skylarks, Bytham Road, Ogbourne St George, Wiltshire, SN8 1TD

Proposal: Installation of steel shipping container and fencing

OSG Comment: No objection

Decision: No objection

10. APPOINTMENT OF COUNCILLORS TO EXTERNAL GROUPS

To resolve to appoint representatives on the following:

- (a) Village Hall Management Committee
- (b) NALC/WALC

11. COUNCILLOR CODE OF CONDUCT

To resolve to adopt the Wiltshire Council Code of Conduct. (see attached)

To note the Wiltshire Council letter regarding Councillors' Standards and agree any actions arising from it. (see attached)

12. REVIEW AND ADOPTION OF PARISH DOCUMENTATION

To defer reviewing the Standing Orders, Financial Regulations and other policies until July's meeting of the Council.

13. GENERAL POWER OF COMPETENCE

To resolve to adopt the General Power of Competence.

The General Power of Competence is a Statutory Instrument of Law, It gives Local Councils the power to do anything that an individual may generally do and is found under Statutory Instrument 2012 No 965 of the Localism Act 2011- Sections 1-8.

14. GENERAL DATA PROTECTION REGULATION (GDPR) UPDATE

To note the Clerk's report and to consider the recommendations arising.

15. FINANCIAL MATTERS

a) BANKING ARRANGEMENTS

To confirm the Bank Signatures for the next Civic Year and to consider any additional signatories. The current signatories are:

- Cllr Gordon Mudge
- Cllr Will Sandison
- Mrs Georgina Morgan-Denn, Clerk to Council

To note Cllr R Illeff has been removed from the bank mandate.

To note the Clerk has applied for online banking access.

b) SAVINGS DEPOSIT

To note the Clerk has deposited £3,000 in the Lloyds Savings Account (interest rate 0.05%) for General Reserves (FC93/17).

Local Government Finance Act 1992 s32, s43 require local authorities to have regard to the level of Reserves needed for meeting estimated future expenditure.

c) INTERNAL AUDITOR APPOINTMENT

To resolve to appoint the Internal Auditor (IA) (see attached credentials). The IA will audit the accounts and guide the Council on the completion of the 2017/18 Accountability and Governance Annual Return (AGAR). The fee agreed is £120.

d) EXTRAORDINARY MEETING

To resolve to hold an Extraordinary meeting of the Council on 14th June 2018 to consider the IA's report, Year End Accounts, Certificate of Exemption and sign the Annual Return before 30th June 2018.

e) EXTERNAL AUDIT EXTENSION

To note the Clerk has sought an extension to the Audit reporting date to PKF Little John the External Auditors from the 11th June 2018 as requested to 2nd July 2018

f) FINANCIAL & MANAGEMENT RISK ASSESSMENT

To note the Financial & Management Risk Assessment and actions.

g) ASSETS REGISTER & INSURANCE RENEWAL 18/19

To note the Council's current assets register and 2018 insurance renewal. The fee is £280 which is year two of a three year binding agreement.

h) VAT

To note the Clerk has applied for VAT reclaim of £222.04 VAT.

To note a new VAT126 claim reference number has been received following HMRC updates to their IT systems.

i) PENSIONS

To note the Clerk has received correspondence that confirms Ogbourne St George Parish Council has opted out of providing a pension and completed a declaration of compliance with the Pensions Regulator.

16. PAYMENTS

Council is asked to consider and resolve to pay the following accounts:

Date	Cheque Ref	Payee	Description	Payment	VAT	Net
10.05.18	674	WALC	Subscription to WALC & NALC	£209.32	£34.89	£174.43
10.05.18	675	Wiltshire Council	CATG Project: contribution to road markings	£100.00	£0.00	£100.00
10.05.18	676	Diocese of Salisbury	Annual Rent of Village Hall	£150.00	£0.00	£150.00
10.05.18	677	OSG Village Hall	Council meeting hall hire arrears (2015-17)	£150.00	£0.00	£150.00
10.05.18	678	OSG Village Hall	Council meeting hall hire 2018-19	£50.00	£0.00	£50.00
10.05.18	679	Bawden Contracting Services Ltd	Grounds Maintenance	£169.50	£28.25	£141.25
10.05.18	680	Came & Company	Insurance	£280.00	£30.00	£250.00
10.05.18	681	Georgina	Reclaim	£64.00	£0.00	£64.00

		Morgan-Denn	Professional SLCC membership			
10.05.18	682	Ruth Anderson	Dragon April 2018	£17.60	£0.00	£17.60
10.05.18	683	Ruth Anderson	Dragon May 2018	£11.52	£0.00	£11.52
10.05.18	684	Bawden Contracting Services Ltd	Grounds Maintenance (arrears from 10/15 see email)	£169.50	£28.25	£141.25
10.05.18	685	Bawden Contracting Services Ltd	Grounds Maintenance	£176.27	£29.38	£146.89
TOTAL				£1,547.71	£150.77	£1,396.94

17. APPROVAL AND SIGNING OF PARISH ACCOUNTS FROM 2nd MARCH 2018 TO DATE

Opening Balances 2nd March 2018		
Treasurers Account	£8,983.09	
Business Instant Access Account	£325.00	
Expenditure		(4,044.12)
CHQ 671	358.80	
CHQ 673	19.00	
CHQ 669	21.16	
CHQ 670	169.50	
CHQ 672	169.50	
SO DENN-GM	128.08	
SO DENN-GM	25.00	
SO DENN-GM	128.08	
SO DENN-GM	25.00	
SAVINGS TRANSFER	3,000.00	
Income – Treasurers Account		5,994.52
INT (GROSS) T/FER		(0.02)
WILTSHIRE COUNCIL*		(5,994.50)
Income – Business Instant Access Account		3,000
TRANSFER		(3,000)
Actual Total Balance		£14,258.49
Closing Balance 3rd May 2018		
Treasurers Account	£10,933.49	
Business Instant Access Account	£3,350.00	
Balances at Bank		£14,283.49

*Note: Precepts over £10,000 are paid in two stages 50% by 30 April and remaining 50% by 30 September.

18. STREET LIGHTING UPDATE

To receive an update and to resolve the payment terms.

One off payment - £4,756.62

Earmarked Reserves: £2,250 (FC93/17)

18/19 Lighting Maintenance: £2,295.

18/19 Street Lighting: £211.62

Then five annual payments:

2019/20 – 2024/25 Lighting Maintenance: £1,000

19. VILLAGE HALL PLAY EQUIPMENT

To receive an update on the Play Equipment project.

20. ITEMS TO NOTE

Council Meeting Schedule for 18/19:

<u>2018</u>	
May (APM & AGM)	10 th
Jun (audit)	14 th
Jul	12 th
Sept	13 th
Nov	8 th
<u>2019</u>	
Jan	10 th
Mar	14 th
May (APM & AGM)	9 th

21. NEXT MEETING

The next meeting of the Parish Council will be on Thursday 14th June 2018.

22. CONFIDENTIAL SESSION

In view of the confidential nature of the business about to be transacted, public and press are excluded from the meeting to in accordance with Standing Order 3 (d)

23. CLERK'S APPRAISAL AND PAY AWARD

To consider the Clerk's appraisal and report with any recommendations arising.