



Tisbury Parish Council - Notice of Meeting & Agenda

**All Councillors are hereby summoned to attend the
Annual Meeting of the Parish Council on
Tuesday 7th May 2024 at 7.30 pm**

29/04/2024

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/ozv-uexo-cix](https://meet.google.com/ozv-uexo-cix)

The link will become active at c.7:25pm.

Questions or Statements

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

Please note that any question requiring an answer which needs to be researched will be noted and included on 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.

Report from Wiltshire Councillor Richard Budden

AGENDA

01.24 Election of Chair

To receive nominations from Members to elect a Councillor to the role of Chair of Tisbury Parish Council for the Civic year 2024/25.

02.24 Election of Vice-Chair

To receive nominations from Members to elect a Councillor to the role of Vice-Chair of Tisbury Parish Council for the Civic year 2024/25.

03.24 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.

04.24 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.

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

To approve the Minutes of the Ordinary meeting held on Tuesday 16th April 2024.

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

PL/2024/02482 Grove Cottage, Vicarage Road, Tisbury - Part demolition of existing 4 bed cottage, proposed extension and refurbishment ([16/05/2024](#))

PL/2024/03684 Flat, 2 The Square, Tisbury - Removal of 3 no. wood single glazed windows (1 on 2nd floor and 2 on 1st floor) and replacing with white PVC double glazed windows with sliding sash ([06/06/2024](#))

PL/2024/03744 Place Farm, Court Street, Tisbury - 3 x Lime trees – pollard ([14/05/2024](#))

07.24 Planning Application Decisions

To note the decisions on recent applications.

08.24 Other Planning Matters - [see document](#)

To receive a report from Councillor Davison on a meeting with Hallam Land and to approve the Minutes.

09.24 Dates of Meetings - [see document](#)

To approve the dates, times and place for meetings of the Full Council and Environment Committee for 2024/25.

10.24 Terms of Reference of Committees and Working Groups - [see document](#)

To review and approve the terms of reference for the Council's committees.

11.24 Appointment of Councillors to Committees and Working Groups

To approve the appointment of Councillors to the Council's Committees:

- a. Environment Committee
- b. Staffing Committee
- c. Play Area Working Group

12.24 Appointment of Councillors with Special Responsibilities - [see document](#)

1. Finance - 1
2. Joint Burial Committee - 3
3. Allotments - 1
4. Footways and Byways - 1
5. Risk Analysis Co-ordinator - 1
6. Youth and Community - 1
7. Transport and Traffic - 3
8. Neighbourhood Planning - 1
9. Environment - 1

13.24 Appointment of Council Representatives - [see document](#)

To consider and approve nominations for Parish Council representatives:

1. Alice Combes Trust
2. Lord Arundell of Wardour Trust
3. SW Wiltshire Community Safety Partnership
4. TISBUS
5. Victoria Hall Committee
6. Nadder Centre
7. Nadder Community Land Trust
8. Tisbury Memory Group
9. Environmental Issues
10. Tisbury Neighbourhood Response Team
11. Tree Warden

14.24 Standing Orders - [see document](#)

To approve the Parish Council's Standing Orders for 2024/25.

15.24 Financial Regulations - [see document](#)

To approve the Parish Council's Financial Regulations for 2024/25.

16.24 Asset Register - [see document](#)

To review the Parish Council's Asset Register and Inventory of Land for 2024/2025.

17.24 Annual Subscriptions

To approve the Council's annual subscriptions for 2024/25:

- Wiltshire Association and National Association of Local Councils
- Society of Local Council Clerks
- Information Commissioner
- CPRE

18.24 Finance & Governance

To approve the following arrangements:

- a. Signatories on the Council's Bank Accounts and Higher Interest Savings Account for which two Councillors must authorise any order for payment.
- b. The continuation of existing Direct Debit payments already set up.
- c. The continuation of existing of Standing Order payments set up including Salaries.
- d. To appoint a Councillor to conduct a quarterly review of the financial records in conjunction with the Responsible Finance Officer.

19.24 Insurance

To approve the renewal of the Council's Annual Insurance on 1st June 2024 with Zurich Insurance for the premium of £1,773.30.

20.24 Septic Tank Grants

To consider a request from Unitary Councillor Richard Budden to inform residents of the grants available through Wiltshire Council to replace their septic tanks if they live close to a river and their tanks needed replacing.

21.24 D-Day Commemorative Event

To approve the Council's participation in a short commemorative event at the village War Memorial to mark the 80th Anniversary of D-Day on Thursday 6th June 2024 at 11 am to be led by Commander David Childs, CBE and to be followed by refreshments at the Hinton Hall.

22.24 Finance - May Financial Information - [see documents](#)

- a. Retrospective approval of payments made from 01/04/2024 to 30/04/2024.
- b. Approval of May Faster Payment transactions.
- c. To approve the allocation of a sum to replenish the Earmarked Reserve for 'Small Grants and Section 137 Grants' to be taken from General Reserves.
- d. To ratify the Clerk's expenditure of £1,500 for works to repair the basket swing in the King George V playground and to dismantle the zip wire in the Lower Recreation Ground.

23.24 Policies - [see document](#)

To approve the following policy:
Equalities Policy

24.24 Environment Committee

To receive a report from Councillor Buck on the progress of the installation of the Rain Garden, the grant application submitted to Wessex Water and the recent Dark Skies and Bat Walk.

25.25 Representative Reports

Tis the Season: To receive an update from Councillor Mason on the recent meeting to discuss the setting up of a new Christmas event in the High Street.

26.24 Items for Information - [see document](#)

Clerk's report providing information on agenda items, recent issues and work completed.

27.24 Items for next meeting:

Emergency Plan

28.24 Date of next meeting:

To approve the date of the next meeting as Tuesday 4th June 2024 at 7 pm at the Reading Room, High Street, Tisbury.