
GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

Local Government Act 1972

Parish Councillors are summoned to a meeting of the Parish Council to be held on Wednesday 5 June 2024 in the Community Room, Somerfords Walter Powell School @ 7.30 pm. Clerk: Helen Wallace clerk.gspc@gmail.com

H Wallace

AGENDA

- PQT Public question time (limited to 10 minutes)
- WCR Reports from Wiltshire Council and any items for consideration from local groups
1. Intro
- a) Apologies for absence
 - b) Declarations of interest
2. Minutes
- a) To approve and sign the Minutes of the Parish Council meeting held 2 Apr 2024
 - b) To note the status of actions detailed on the Action Register
3. CIL Projects
- To discuss CIL projects and any updates
 - a) To note the purchase of IT/Admin equipment as approved in Jan 2024
4. Planning
- To discuss:
 - a) Current parish planning applications
 - b) Housing developments
 - c) Neighbourhood Plan
5. Finance
- a) To ratify and approve the Finance Report detailing transactions since the last meeting and reconciliation of the Treasurer account to 29 May 2024
 - b) To discuss transfer of funds into a higher interest savings account
 - c) To **receive** and **approve** Sarah Binstead's **Internal Audit Report** 2023-24
 - d) To **receive and note** the **Annual Internal Audit Report** 2023-24 for website publication.
 - e) To **receive** the Annual Governance and Accountability return for 2023/24 **section 1, Annual Governance Statement** and to **determine** the Council's responses to the internal control statements; to **complete & approve** section 1 and to **authorise** the Chair and Clerk to sign same.
 - f) To **receive** the Annual Governance and Accountability return for 2023/24, **section 2, Accounting Statements** 2021/22, as certified & signed by the Responsible Financial Officer; to **approve** section 2 & **authorise** the Chair to sign same.
 - g) To **approve** and sign the supporting statements for the external auditors (Bank Reconciliation; Explanation of Variances).
 - h) To **approve** and sign the supporting statements for website publication under the Transparency Code (Expenditure >£250; Fixed Asset Schedule).
 - i) To **approve** and sign the CIL report to Wiltshire Council and **note** the requirement for publication on the Parish Council website.
 - j) To **agree**, and **authorise** the Chair to sign, the **publication period for the exercise of electors' rights** (30 consecutive days including the first ten working days of July).
6. Policies
- a) To approve and re-adopt the Code of Conduct
 - b) To assign the following policies for review and for approval at the July PC meeting.
 - Equal Opportunities
 - Freedom of Information
 - PIE policy
 - Reserves policy
 - Risk register

Standing Orders
Privacy notice

7. Managed Facilities To discuss any updates regarding:
a) Winkins Lane Playground
b) Community room
8. Environment To discuss:
a) Any actions for the Parish Steward or Council
9. Standing Items To discuss any updates regarding:
Startley Cemetery; Communications; Gt Somerford and Startley Defibrillators; Book Exchange; Emergency Plan; School's Liaison; War Memorial; Website.
10. Notice Dates for Future Parish Council Meeting @ 7.30 pm – 3 July in the Community Room.