

**Clerk to Council: Elizabeth Martin**

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22<sup>nd</sup> September 2023

**To: Members Of The Parish Council**

**Cc: Wiltshire Councillor for Pewsey Vale, PCSO for Wiltshire Police**

Dear Councillor,

You are summoned to attend the meeting of Alton Parish Council to be held at the Coronation Hall, Alton Barnes on Thursday 28<sup>th</sup> September 2023 at 7:00 p.m. for purposes of transacting business as set out in the Agenda below. Relevant documents for the meeting will be posted to the website before the meeting.

The press and public are invited to attend.

**A public participation section will precede** the main Council meeting for up to fifteen minutes, three minutes per person. No decisions or arrangements will be made on items raised in this section unless the issue is listed on this Agenda. The main Council Meeting will commence following this session

Members of the public wishing to ask a question regarding an Agenda item are asked to submit it to the Parish Clerk by email at least 24hrs prior to the meeting to

[clerk@altonsandhoneystreet.org.uk](mailto:clerk@altonsandhoneystreet.org.uk)

If the member of the public does not use email, then the question should be mailed to the Parish Clerk at the above address. The question will be read out at the meeting and, if possible, an answer will be given at the time. If that is not possible then a written reply, either email or post, will be given after the meeting.

Yours sincerely,  
**Elizabeth Martin**  
Parish Clerk

## PUBLIC PARTICIPATION

- I. To Receive a report and a statement from the Unitary Councillor Paul Oatway.
- II. Report from Community Police Officer, PCSO
- III. To Receive Reports From Village Groups & Organisations
- IV. Comments from members of the public to be considered by the Council regarding items on the Agenda.

## AGENDA

### 1 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE

### 2 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 Councillors should declare any personal, prejudicial, or pecuniary interests pertaining to the agenda.

### 3 MINUTES OF THE PREVIOUS MEETING

To Confirm as a true record the minutes of the Parish Council meeting held on 10<sup>th</sup> May 2023.

### 4 CHAIR'S ANNOUNCEMENTS

### 5 TO RECEIVE, FOR INFORMATION, THE CLERK'S REPORT

### 6 PLANNING

#### a. To Consider the following Planning Applications: -

[PL/2022/06133](#)

#### Proposal:

The addition of four roof lights to barn roof: two Velux Conservation Roof Windows GPL to north elevation and two Velux Heritage Conservation Roof Window GCL to the south elevation.

#### Site Address:

Newtown Dairy, Alton Barnes, Marlborough, SN8 4LB

Application Type:

Householder Planning Permission

[PL/2022/07967](#)

#### Proposal:

Poplar tree (T1 of TPO E/150) - fell.

#### Site Address:

Coronation Hall, Alton Barnes, Marlborough, SN8 4LB

Application Type:

Consent under Tree Preservation Orders

#### b. To Consider A Councillor To Attend The Wiltshire Local Plan Meeting On 9<sup>th</sup> October

- 7 TO DISCUSS THE HONEYSTREET BUILDINGS IN DIS-REPAIR**
- 8 TO CONSIDER WHETHER TO PARTICIPATE IN THE NEIGHBOURHOOD WATCH PROGRAMME MEETING ON 7<sup>TH</sup> OCTOBER.**
- 9 TO CONSIDER AND AGREE TO PARTICIPATE IN A VILLAGE CHRISTMAS EVENT**
- 10 FINANCE MATTERS**
  - a. To Receive An Update On The Councils Banking Arrangements**
  - b. To Receive For Information, Disbursements Made Since The Last Meeting**
  - c. To Consider And Approve The Schedule Of Forthcoming Payments**
  - d. To Consider And Agree To Pay For A Council Only Website For 6 Months At A Cost Of £9.99 Per Month**
  - e. To Consider And Approve To Pay For The Current Village Website Domain For 3 Years At A Cost Of £17.97**
  - f. To Consider And Agree To The External Auditor For 23/24 (Bridget Bowen) At A Cost Of £200**
- 11 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED**
- 12 TO CONSIDER ITEMS OF MAINTENANCE**
  - a. To Receive An Update On Bakers Corner**
  - b. To Receive An Update On The Parish Steward And Discuss Next Steps**
  - c. To Discuss A Letter From War Memorials Trust Regarding the RAF Memorial**
  - d. To Discuss The Condition Of The Ramp At Honeystreet**

**13 KEY MESSAGES****14 NEXT MEETING**

To Confirm the date of the next meeting of the Council as Thursday 16<sup>th</sup> November 2023.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council. Members are reminded that if they have any personal interests of a prejudicial nature or a disclosable pecuniary interest they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification must contact the Clerk.

Recording including filming, audio recording, taking photographs, blogging, tweeting and using other social media websites is permitted at Council meetings which are open to the public - however, anyone wishing to do so must speak to the Clerk prior to the meeting as there are rules which must be followed.

Any person who may find difficulty accessing the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort may be made to provide access.