

Fovant Parish Council

Notice of meeting of the Annual Parish Council and Agenda

All councillors are hereby summoned to participate in the Annual Parish Council meeting on the 7th May 2025 at 19:00hrs.

Location: The Waterside Youth Club, High Street Fovant

Signed: *J Wallis*, Parish Clerk/RFO, 30th April 2025

Notes:

- a) Agenda papers will be available on the Fovant Village website and on the noticeboard at the Village Hall.
- b) The chair 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 such a recording, please would they make this clear to the chair or the clerk before the start of the meeting.

Questions or Statements:

A brief period will be set aside prior to the start of the meeting for questions or statements from members of the public on any matter concerning the civil parish, each person speaking for no longer than three minutes.

Please note that any question requiring an answer that needs to be researched will be noted and included in the agenda for the following meeting. Statements will be noted in the meeting, but no discussion will take place unless the topic is on the agenda.

Statements will be noted at the meeting, but no discussion will take place until the topic is listed on the agenda: Any discussion will take place when the topic is on the agenda.

Meeting agenda

30.25: Apologies for Absence:

31.25: Noting of Absence:

32.25: Declarations of Interest:

Members are reminded of their obligation to declare interests in accordance with The Localism Act (2011) and the Councils own Code of Conduct (2024).

- a) Declarations of disclosable pecuniary and non-pecuniary interests already declared in the register of interests.
- b) Declarations of disclosable pecuniary and non-pecuniary interest not previously declared in the register of interests.
- c) Dispensations: If required.

33.25 Resignation of Council.

34.25: Election of a Chair. (All)

35.25: Election of Vice chair.(All)

34.25 Chair, Vice chair and Councillors signing of acceptance of office letters.(All)

35.25 Review of portfolio holders.(All)

36.25 Co-option of councillors to vacant seats

37.25: Resolutions of previous minutes for meeting having taken place on: 11th March 2025 and 23rd March 2025.

Matters Arising:

09.07.24(c) Tree survey – Cllrs Wallis and Cousley

09.11.24(k) Update on Sutton road land registration -Clerk

27.25(a)Progress on the village green project - Cllrs Wallis and Horne.

27.25(g) Planning rules – Chair

27.25(i) Highways engineer visit – Cllr. Wallis

27.25(j) Brook Street repairs – Council

27.25(l) and (n) Metro counts – Chair.

27.25(p) Youth initiative – Clerk – Clerks report

38.25: Review Delegation arrangements for the council.

39.25: Review of Standing orders, Financial regulations and Councillor code of conduct for 2025/26.

40.25: Review of Asset register for 2025/26. (Clerk)

41.25: Review of insurance cover for 2025/26. (Clerk)

42.25: Review of banking arrangements for 2025/26.(Clerk)

43.25: Schedule of payments 2025/26 For noting and approval

Monthly direct debits

Grist Bins – Variable £57.04 monthly (4/52)

Starboard systems £37.20 Monthly

Grass cutting £150.00 monthly (March to November)

Staff Salary Variable £415.52 PAYE £82.00 monthly (4/52 month)

Lloyds Bank charges £4.25 per monthly

44.25: Review of subscription payments for 2025/26.

Microsoft 365 subscription £59.99 for chair, Deputy chair and clerk

WALC yearly subscription £255.00

SLCC yearly subscription £82.00

Rental of storage £300.00

Insurance premium £790.00

Information commissioner's office £55.00

Payroll administration £155.00

45.25: Grants

a) Cemetery gardening club £500.00

b) Fovant relief in need £300.00

c) Village Green £2500.00

d) LHFIG £3090.00

e) Road safety and footpaths £2500.00

f) Youth initiative £1500.00

g) Emergency Hub £500.00

46.25: Financial matters for consideration/Noting

- a) Receipt and noting of internal audit. (All)
- b) Presentation of annual governance statement (S1) for approval. (All)
- c) Presentation of Accounting Statement (S2) for approval. (All)
- d) Signing of Annual governance statement and Accounting statement.(Chair/clerk)
- e) Setting of the commencement date for the exercise of public rights. (Clerk)
- c) Income and expenditure reports to:
 - 1. March 2025 reconciliation of bank
 - 2. April 2025 reconciliation of bank
 - 3. Clerks finance report for April 2025

47.25: Items for next meeting

48.25: Time, date and place of years meetings 2025/26.