***BIDDESTONE & SLAUGHTERFORD PARISH COUNCIL***

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| **CLERK: Glenys A Gill** | ***PARISH COUNCIL OFFICES*** |
| **Telephone :(Office) 01225 742207**  | ***OLD SCHOOL, VICARAGE LANE*** |
| **E-mail;biddestnepc@talktalk.net** | ***COLERNE******CHIPPENHAM*** |
|  | ***WILTSHIRE*** |
|  |  **SN14 8EL** |

**All Members of the Parish Council are summoned to attend: Biddestone & Slaughterford Annual Parish Meeting and The Annual General Meeting of Biddestone & Slaughterford Parish Council to be held at the VILLAGE HALL, BIDDESTONE on Tuesday 22nd May 2018 at 7.00pm**

 **Press & Public are welcome to attend.**

G A GillClerk, Biddestone & Slaughterford Parish Council9th May 2018

**AGENDA**

1. To Receive Retiring Chairman’s Annual Report & Financial Statement of Accounts
2. To elect the Chairman of the Council and to receive the Chairman’s Declaration of Acceptance of Office
3. To elect the Vice Chairman and to receive the Vice Chairman’s Declaration of Acceptance of Office
4. To approve and adopt the Standing Orders for Biddestone & Slaughterford Parish Council.
5. To approve and adopt the Financial Regulations for Biddestone & Slaughterford Parish Council.
6. To re-appoint as Internal Auditor Karen Sayer Ltd.
7. To appoint members to serve as Representatives on the under mentioned Committees:

7.1 Biddestone Village Hall & Recreational Trust

 7.2 Chippenham Area Board -

* 1. Chippenham Area Transport Group -

 7.4 Corsham Area Board –

 7.5 Parish Forum -

7.6 Parish Steward’s Report

7.7 Police & Neighbourhood Watch Update

 7.8 Slaughterford Update – Broadband

 7.9 CPRE Best Kept Village

 7.10 Great British Spring Clean

1. To appoint members, including Convenors, to serve on the under-mentioned Working Groups as required.

 8.1 Parish Plan

 8.2 Traffic Management

 8.3 Community Resilience Plan & Snow Plan

1. To Appoint Lead Officers for the following:

 9.1 Public Conveniences & Difibrillator

 9.2 Planning Application

1. To reaffirm adoption of Council asset register
2. To re-affirm Council insurance policy
3. To reaffirm eligibility for and adoption of the General Power of Competence
4. To reaffirm adoption of all existing Council policies
5. To review the dates and times of ordinary meetings of the Council for the ensuing year.
6. To Appoint the Clerk as Data Control Officer
7. To Approve & Adopt Privacy Policy (GDPR)

**The AGM will be followed by meeting of the new Council.**

**There will be an opportunity for Public Question Time** (Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 972 s 100) **at the Chairman’s discretion subject to a 3 minute time allowance per question. Please advise the Clerk prior to the meeting should you wish to put forward a question.**

**AGENDA**

1. To Receive & Approve Apologies for Absence

Schedule 12 of the Local Government Act 1972

1. Declaration of Interests

 (Disclosable Pecuniary Interests) Regulation 2012 (SI 2012/1464) (NB this does not preclude any later declarations)

1. To Approve Minutes of Parish Council Meeting held on Tuesday **10th April 2018**

LGA 1972 Sch 12 para 41(1)

1. To Receive & Act Upon Rolling Action List

1. To Receive Notification of Planning Applications Approved:

5.1 17/12038/CLE The Studio, Elm Lodge, The Green, Biddestone, SN14 7DG

 Proposal: Certificate of Lawfulness for use of building as a dwelling

 5.2 18/00478/TCA Old Chapel, Cuttle Lane Biddestone SN14 7DB

 Proposal: Fell 1 Multistem Ash Tree

 5.3 18/01195/LBC 7 The Green, Biddestone, SN14 7DG

 Proposal: Repair and insulate existing Cotswold stone tile roof, re-new valley, gutters and rain water

 goods, repair existing dormers re-clad in lead. Insert two Conservation roof lights in main

 roof and one in the ground floor workshop’s roof

1. To Receive Notification of Planning Applications Received:

 6.1 18/03873/LBC 3 Slaughterford Rd, Biddestone, SN14 7DB

 Proposal: Replacement of windows with French Doors

 6.2 18/0 4422/TCA 7 The Green, Biddeston, SN14 7DG

 Proposal: Fell 1 and Reduce

 6.3 18/04228/FUL Hayes Cottage, Challows Lane, Biddestone, SN14 7DT

 Proposal: Minor demolition & remodeling of existing shed and walling to facilitate new 3 bay

 garage

1. To Receive Notification of Planning Applications Refused:
	1. 18/01032/OUT Land at Yatton Road, Biddestone, SN14 7BZ

 Proposal: Outline planning permission for the erection of a single storey self-build dwelling

1. Finances

 8.1 To Receive & Approve Annual Governance & Accountability Return Section 1

 8.2 To Receive & Approve Annual Governance & Accountability Return Section 2

 8.3 To Receive Internal Audit Report

 8.4 To Report on Actions Taken to Addressing Issues on the Internal Auditor’s Report 2017/18

 8.5 To Receive for Approval Statement of Balances for Accounts #1 & #2

Internal Audit Accounts & Audit Regulations 2003 reg 2

 8.6 To Approve Accounts for Payment May2017

LGA 1972 s150 (5)

 8.7 To Receive & Approve Recommended National Pay Increase for Clerk from 1st April 2018

 8.8 To Receive and Approve for Payment Insurance Cover 2018/19

 8.9 To Consider Donation to Hope for Tomorrow raising funds for Mobile Cancer Care Units

1. Representatives & Working Party Reports:

 8.1 Biddestone Village Hall & Recreational Trust

 9.2 Chippenham Area Board -

 9.3 Chippenham Area Transport Group -

* 1. Corsham Area Board –

9.5 Parish Forum -

9.6 Parish Steward’s Report

9.7 Police & Neighbourhood Watch Update

 9.8 Slaughterford Update – Broadband

 9.9 CPRE Best Kept Village

 9.10 Parish Plan.

1. Highway Matters

 11.1 Traffic Calming – Update

 11.2 Vehicular Access to Elliotts Barn

 11.3 Logging at Weavern Lane

 11.4 Salt & Grit Supplies

 11.5 Erosion countermeasures on the Green, the Butts and Cemetery.

1. Public Conveniences & Defibrillator Update
2. Community Assets Register – Updates
3. Village Pond & Ducks
4. Filming
5. To Receive update on GDPR.

 15.1 To Receive and Approve for Adoption Privacy & Data Protection Procedure & Policy

**The Parish Council meet on the 2nd Tuesday of each month excluding January. The next meeting will take place at the Village Hall, Biddestone on Tuesday11th June 2018 at 7.00pm.**