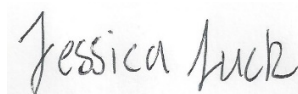


# **Donhead St Andrew Parish Council**

## **Notice of Full Parish Council Meeting & Agenda**

**All Councillors are hereby summoned to participate in the Parish Council meeting held at Donhead St Andrew Church**

**at 7pm on Friday 14th January 2022**



Jessica Luck, Clerk to  
Donhead St Andrew Parish Council  
10.01.2022  
[donheadstandrewpc@gmail.com](mailto:donheadstandrewpc@gmail.com)

### **Notes:**

- a. Agenda papers will be available on the Donhead St Andrew [Parish Council website](#).
- b. 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.
- c. Reference to "PCnllrs" is an abbreviation of Parish Councillors and "WC" is an abbreviation of Wiltshire Council.

### **Questions or Statements**

A short period of time will be set aside prior to the start of the meeting and after the meeting has finished for questions or statements from members of the public on any matter concerning the village; each person speaking for no longer than 3 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 at the meeting, but no discussion will take place unless the topic is already on the agenda; any discussion will take place during the agenda item.

### **Report from Wiltshire Councillor Nick Errington.**

### **Meeting Agenda**

**14.01.01**

**Those present and apologies for absence.**

**14.01.02**

## **Declarations of Interest.**

Any Parish 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.

### **14.01.03**

#### **Resolution of minutes**

- a. Minutes of Full Council Meeting 11/11/2021.
- b. Interim Meeting Minutes –Rose Cottage Planning Application 13/11/2021.

## **Planning Matters**

### **14.01.04**

#### **Applications determined since last meeting for information.**

None.

### **14.01.05**

#### **Enforcement**

A resident complained about two inhabited caravans situated alongside the footpath on Whitesheet Hill. The clerk reported it to Wiltshire Council's enforcement officer who has referred it to the Rights of Way officer as they are located on a public footpath. PCnllr SL has also logged in on the My Wilts App as requested by WC; no update received yet.

### **14.01.06**

#### **Review of the Village Design Statement (VDS) - for information**

This was submitted to WC for their approval on 12/10/2021 and was last chased by the clerk on 05/01/2022.

### **14.01.07**

#### **Finance**

##### **a. Approval of retrospective payments**

PCnllrs to note and approve retrospective payments made between 01/11/2021 and 31/12/2021 – all from approved budgets.

##### **b. Approval of bank reconciliation**

PCnllrs to note and approve the bank reconciliation for November and December 2021.

##### **c. Resolution of 31/03/2023 year end budget**

PCnllrs to consider the updated interim budget as at 31/12/2021 and agree the budget for the year end 31/03/2023.

##### **d. Resolution of Precept 2022/23**

PCnllrs to refer to the budget and the Precept calculator which illustrates effect per household to assist in agreeing the precept figure for the clerk to request this month. Do PCnllrs want to keep the precept at £12,500 (last year's precept) as agreed in the November 2021 meeting?

#### **e. First Aid Course**

Resident, John Goodwin has asked whether the PC would be willing to pay for a first aid course to assist residents after the purchase of the defibrillator. If a quote is available in time PCnllrs to resolve whether to pay for it.

#### **14.01.08**

#### **Cemetery**

##### **Cemetery Maintenance**

PCnllrs to raise any maintenance issues that they feel need attention in the cemetery. The PC thanks PCnllr SB for giving the war memorial a gentle clean prior to the Parish remembrance service.

#### **Highways/rights of way**

#### **14.01.09**

Foothpath update from PCnllr PMA.

#### **14.01.10**

##### **Parish Steward Reports**

Suggestions for work to PCnllr CB.

#### **Other matters**

#### **14.01.11**

##### **Flooding within the village**

Following on from the flooding on the evening of 20/10/2021, a report of properties flooded in the village was submitted by the clerk to WC. Subsequently a WC drainage engineer has walked around the village accompanied by some residents and Parish Councillors. The PC is expecting to receive the engineer's report this month. In the meantime, the PC is collating information from WC and will be reviewing the Parish Flood Action Plan. If residents own land or property next to a river, stream or ditch they are a 'riparian landowner'. Residents should visit the PC website to read [Living on the Edge](#) so that they are aware of their responsibilities and to make use of the advice available.

**Donhead St Andrew needs a flood warden/volunteers to assist in the event of an emergency. Any interested resident should contact the Parish Clerk by emailing [donheadstandrewpc@gmail.com](mailto:donheadstandrewpc@gmail.com) The [role of a Flood warden](#) is detailed on the Parish Council website.**

#### **14.01.12**

##### **Wessex Fibre to the Premises Broadband**

Update provided by resident Nick Martin.

#### **14.01.13**

##### **A Tree to mark the Queen's Platinum Jubilee**

For Information - Trees have recently been planted in the field adjacent to Barkers Hill near footpath 23. One of the trees closest to the footpath is to be selected to commemorate the Queen's platinum jubilee. The clerk is obtaining a quote for an engraved stone.

#### **14.01.14**

##### **Operation London Bridge**

'Operation London Bridge' is the title given to the detailed national plans that are in place for dealing with the death of the Sovereign. The aim of the national response will be to allow the nation to mourn, to unite and to facilitate bringing the population together to share experiences – PCnllr AS who is also on the PCC has offered to provide an update on behalf of the church to enable something to be put in place.

#### **14.01.15**

##### **Closure of meeting and date and time of next meeting**

Annual Parish resident's meeting -7pm Friday 11th March 2022 at Donhead St Andrew Church- an opportunity to meet Councillors and raise any thoughts/concerns you may have. This meeting is optional and may be cancelled nearer the time if the PC feel that due to the current state of the pandemic that it is not wise to encourage people gathering.

Full Council Meeting – 7.30pm Friday 11th March 2022 at Donhead St Andrew Church.

Planning Application meetings as and when they arise.

##### **Questions or Statements**

A further opportunity for questions or statements from members of the public on any matter concerning the village; each person speaking for no longer than 3 minutes.