

SHREWTON PARISH COUNCIL

Clerk: Nikki Spreadbury-Clews

Camberley House, Clay Street, Crockerton, Warminster BA12 8AG

Telephone: 07986 880164

Email: shrewtonparishcouncil@gmail.com

**Meeting of Shrewton Parish Council to be held online
on Wednesday 7th October 2020 at 7.15pm**

All Parish Council Meetings are open to the Public and Press

25th September 2020

To All Members of Shrewton Parish Council

Dear Councillor

You are summoned to attend the Meeting of Shrewton Parish Council on Wednesday 7th October 2020 on Zoom to transact the business set out below.



Nikki Spreadbury-Clews
Parish Clerk

Join Zoom Meeting via the internet

<https://us04web.zoom.us/j/77755897471?pwd=ampvZUp1R01WQU niblM5MWwwQVdOUT09>

Meeting ID: 777 5589 7471

Passcode: 3pMnJi

MEETING SCHEDULE

7.15pm - Public Participation

To enable members of the public to address the Council, with an allowance of three minutes per person, regarding items on the agenda in the first instance and if time permits any matter relating to the village.

COUNCIL MEETING AGENDA

1. Acceptance of apologies for absence

2. To approve as a correct record, the minutes of the Council planning meeting held on 2nd September 2020, copies of these minutes have been circulated.

3. Dispensations and declarations of interest Council is asked to discuss any written requests for dispensation the Clerk may have received from councillors. Members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities.

4. Co-option of new member. Three Councillor vacancies currently exist.

Members to discuss and make decision on application for co-option from Tim Elliott to Shrewton Parish Council.

5. To receive reports:

i) Chairman's.

6. Updates on items from previous meetings.

7. Planning Applications for Discussion and Decision:

(Please note: in planning matters the Parish Council acts as consultee of the Principal Authority, the Principal Authority being the deciding Body)

20/07760/FUL Loft conversion and rear extension to existing house. By The Barn, London Road, Shrewton, SP3 4DN

8. Planning Decisions from Wiltshire Council for noting:

20/02005/OUT Outline application for erection of 14 no. self-contained holiday accommodation units including access, siting and ancillary works. Shrewton House, Elston Lane, Shrewton, SP3 4HJ.

This application has been withdrawn by the applicant.

20/05726/FUL Loft conversion with rear dormer making good previous non-compliant conversion. Wessex Bourne Salisbury Road Shrewton SP3 4HZ. Wiltshire Council decision – approved with conditions.

20/06234/HRN 300m SW, Barleycroft Farmhouse, Shrewton SP3 4EW - Planning Consultation on Hedgerow removal. Wiltshire Council decision – no objections.

20/03801/FUL Construction of new detached dwelling with parking. Jasmine Cottage, Rollestone Road, Shrewton, SP3 4HG. Wiltshire Council decision – Refused.

20/06788/HRN Removal of 2 x 10m sections of hedgerow Land between Castle Barn Residence and B3083. Wiltshire Council decision – no objection.

9. Military vehicles continuing to transit B3086 High St/London Road. Members to discuss and action as required.

10. Shrewton traffic plan. A traffic plan exists on the website dated January 2016 and last updated January 2017. Letter from Chitterne Parish Council regarding joined up approach. **Members to discuss updating the website page and Chitterne Parish Council letter.**

11. Coronavirus – keeping our community safe.

12. Neighbourhood Watch. Members to discuss and make decision on the correspondence from Neighbourhood Watch Association

13. Accounts for Payment: Members are asked to approve the current payments listed:

Payment for authorisation

PKF Littlejohn	001231	£240.00
Clerks salary (October)	001232	£567.67

14. Approval and signing-off of parish accounts

The Clerk will present the parish accounts for the month ended 30th September 2020 for approval.

15. Internal Audit Report 2019/2020.

R5. Risk management - Financial Procedures. Circulated prior to meeting for members perusal. The document will be taken as read. **Members to approve the Financial Procedures.**

Members to confirm this now completes the recommended actions from the 2019/2020 internal audit.

16. Completion of limited assurance review 31 March 2020.

Members to acknowledge and note PKF Littlejohn LLP review of the Annual Governance and Accountability Return (AGAR) for year ended 31 March 2020.

The return states 'On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.'

Other matters not affecting our opinion which we draw to the attention of the authority:

Regulation 12 (3) of the Accounts and Audit Regs 2015 (signing and approval of the statement of accounts for Category 2 authorities) requires the Responsible Financial Officer as soon as practicable after the date on which the authority complies with regulation 12 (2c) (re. accounts approved and signed following meeting) to do the following on behalf of the smaller authority:

(a) commence the period for the exercise of public rights in accordance with regulation 14 and regulation 15; and

(b) notify the local auditor of the date on which that period was so commenced.

We note that Section 1, the Annual Governance Statement was approved on 20/05/20 and Section 2, the Accounting Statements were approved on 20/05/20, however the public rights period did not commence until 03/08/20. We fully appreciate the difficulties arising as a result of coronavirus restrictions; however, please consider the requirements of the Accounts and Audit Regulations 2015, when setting the date for the approval of the AGAR in relation to the public rights period in future years.

The Clerk has published the Notice of Conclusion of Audit and AGAR (sections 1,2&3) on the website as Required.

17. Councillor Guide. Previously sent for members perusal.

18. Correspondence. Clerk to advise

In view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw.

19. Clerks Salary award 2020/2021. NALC published the National Salary Award for 2020/2021 on 26 August 2020. **Members to discuss and approve** Clerks Salary with effect from 1 April 2020.

20. Date of next meeting

The next Meeting of The Council will be Wednesday 4th November 2020; to be held online. This meeting will include budget and precept setting for 2021/2022.

The minutes of this meeting will be available to all members of the public from the village website www.shrewton.com, the Parish Notice board or by contacting the Parish Clerk.