



Whiteparish Parish Council

22nd November 2023

Councillors: You are summoned to attend a meeting of Whiteparish Parish Council to be held on Tuesday 28th November 2023 at 7.30pm in the Memorial Centre, Whiteparish to transact the following business set out below. Apologies of absence to be sent to the Clerk.

Mrs M Pennington, Whiteparish Parish Clerk

The Press and Public are invited to attend, therefore prior to the start of the meeting there will be a short opportunity for public questions or comments in respect of the business on the agenda.

AGENDA

1. To receive and accept apologies for absence.
2. To receive any Declarations of Interest from Members.
3. Exclusion of the press and public. To agree any items to be dealt with after the public, including the press, have been excluded under the Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972 ss100.
4. To receive written applications for the office of parish councillor and co-opt candidate to fill the vacancy.
5. To approve and sign as a correct record the Minutes of the Parish Council Meeting held on Tuesday 24th October 2023.
6. To approve and sign as a correct record the Minutes of the Staffing Committee Meeting held on Tuesday 24th October 2023.
7. To approve and sign as a correct record the Minutes of the Finance Committee Meeting held on Wednesday 1st November 2023.
8. To consider and agree a response to planning applications received:
 - a. **PL/2023/08088 Douglas Lodge, Formerly of “The Barns near Blaxwell Farm”, Romsey Road, Whiteparish SP5 2RR Variation of conditions 2 and 4 of PL/2022/07168 to allow additional roof light to south elevation.**
 - b. **PL/2023/09266 Lains, Hop Gardens, Whiteparish SP5 2SS First floor extension over single storey front of house, two storey extension to north end of house.**
 - c. **PL/2023/08410 Sewage Works, Whiteparish SP5 2QW Proposed Motor Control Centre (MCC) Kiosk**
 - d. **PL/2023/08383 Unit 7, Ash Hill Common, Sherfield English, SO51 6FU Certificate of lawfulness for the operation of business outside of the originally consented hours restricted under planning permission S/2002/1994 (resubmission of PL/2023/02422)**
9. Planning and enforcement update.
10. Finance update.

11. To approve accounts for payment and to record the bank balances.
12. To set the Budget for year 2024/2025.
13. To review and approve the Financial Reserves Policy 2024/2025.
14. To set the Parish Precept for year 2024/2025.
15. To review and approve the Financial Regulations.
16. To review and approve the Risk Assessment.
17. To review and approve the Finance Committee Terms of Reference.
18. To review and approve the Statement of Internal Control.
19. To review and approve the Unity Trust Bank Mandate.
20. To review the Parish Council contact list.
21. To consider and agree the Wiltshire and Swindon Prepared Emergency Community Contacts.
22. To review and approve the Staffing Committee Terms of Reference.
23. To approve the additional maintenance works on part of the boundary of the recreation ground.
24. To note the extract from Wiltshire Council Highway Record showing highways maintainable at public expense.
25. To consider the Parish Council apply for re-classification of Clay Street and Hop Gardens.
26. To approve volunteers for movements of speed indication device.
27. To agree the skateboard park professional inspection in conjunction with the Memorial Trust play area inspection.
28. To agree to sign the legal agreement for occupation of the Parish Council field.
29. To consider a request in sharing grounds maintenance with White Horse Housing Association.
30. To update on the bulbs for the village planters.
31. To review and approve the Clerks job description.
32. To review and approve the Clerks Contract of Employment.
33. To approve a Parish Council mobile phone and PO Box for the Clerk.
34. To approve the implementation of the joint council pay increase for 2023/2024.
35. Rights of Way and Common Land update.
36. Highway's update.
37. Reports from representatives for information purposes only:
 - Memorial Trust • New Forest National Park • Area Board
 - Whiteparish Education Foundation • Neighbourhood Tasking Group
38. Correspondence/communications update.

The next scheduled Parish Council meeting is to be held on Tuesday, 9th January 2024 at 7.30pm in the Whiteparish Memorial Centre.