

Sibford Gower Parish Council

The councillors are summoned to attend the annual meeting of the Parish Council to be held on
Thursday 24th May 2023 at 7pm in Sibford Village Hall, Sibford Gower

AGENDA

12. Election of Chairman

13. Election of Vice-Chairman

14. Public participation session (Members of the public are invited to address the council. The session will last for a maximum of 10 minutes with any individual contribution lasting a maximum of 3 minutes).

Business

15. Apologies for absence

16. Members' declarations of interest for items on the agenda

17. To approve the minutes of the Parish Council (PC) meeting held on 5th April 2023

18. Outstanding matters/actions from previous meetings - None

19. Feedback from District/County Councillors

Assets and services

20. Burial Ground – Wildflower Meadow update/plans

21. To confirm completion of the May Asset Safety Check and agree actions of any issues raised

Finance

22. Annual Governance and Accountability Return 2023

- i) To receive the internal auditor's report for 22/23 and agree any actions required
- ii) To appoint an internal auditor for the 2023-24 financial year
- iii) To complete and approve the annual governance statement
- iv) To approve the accounting statements
- v) To approve completion of the Certificate of Exemption for 22/23
- vi) To agree dates for the notice of public rights 22/23 – proposed dates are 5th June to 14th July 2023

23. Bank balances as at 18.05.23 - £98.96 and £23,131.13

24. Proposal to make a donation of £75 to St John Ambulance for the 3 sessions of CPR and Defibrillator training they have provided

25. To note and approve the following payments and receipts since the last meeting:

Payments:

02.05.23	Thomas Fox Landscaping	Mowing of the Churchyard 16.03.23	£143.14
02.05.23	Sibford Village Hall	Hire of village hall 23rd Mar and 5th Apr	£33.00
02.05.23	Sibford Ferris Parish Council	Share of website costs	£78.92
02.05.23	OALC	Property Law Training JN	£48.00
02.05.23	CDC	Emptying of 5 dog bins	£634.92
02.05.23	Kirsty Buttle	Salary and office Apr 23	£315.80
02.05.23	HMRC	Tax Apr	£38.20

02.05.23	Thomas Fox Landscaping	Mowing of the Churchyard 20.04.23	£143.14
02.05.23	BHIB	Parish insurance	£275.14
02.05.23	Kirsty Buttle	Mileage for extraordinary meeting	£9.00
05.05.23	NEST	Pension Apr 23	£17.10
09.05.23	3,2,1....let's have fun	Bouncy castle hire	£195.00

Receipts:

31.03.23	National Lottery Fund	Grant re Coronation	£1,910.00
11.04.23	Lloyds	Interest	£10.86
12.04.23	HMRC	VAT reclaim	£1,099.66
14.04.23	CDC	Precept	£4,675.00
26.04.23	CDC	Grant re Coronation	£500.00
09.05.23	Lloyds	Interest	£12.42

Invoices to be paid:

NR Prickett	Grass cutting 8th May	£345.00
Sibford Village Hall	Hall hire 23rd March	£16.50
Sibford Village Hall	Hall hire CPR 4th Apr	£16.50
Lovesey Rural Services	Millennium Field Mowing 12th and 24th Apr	£144.00
Kirsty Buttle	Salary and office May 23	£313.06
HMRC	Tax May	£38.20
Sue Rowley	Internal Audit 2022-23	£60.00

Planning

26. Planning applications received

23/01175/F - South Cottage, Main Street, Sibford Gower. Replace dilapidated existing corrugated metal sheet roof with slate tiled roof.

23/01092/F - New Barn Farm, Colony Road, Sibford Gower. Demolition of existing dwelling and erection of a replacement detached dwelling including the partial removal of existing outbuildings, replacement outbuildings, proposed swimming pool and associated landscaping.

23/01254/F - Glebe Farm, Main Street, Sibford Gower. Installation of 20 ground-sited solar panels in field (Resubmission of 22/02185/F).

27. Planning decisions received

23/00727/F - Sibford Park, Colony Road, Sibford Gower. Change of use of land with associated treescape, arboreal trail and play equipment, together with the provision of a bocce court within the residential curtilage. **Approved.**

Policies

28. Proposal to re-adopt the following policies with no changes made:

- i) Code of Conduct
- ii) Complaints Procedure
- iii) Grievance Policy
- iv) Disciplinary Policy
- v) Standing Orders
- vi) Publication Scheme
- vii) Financial Regulations
- viii) Internal Financial Controls

- ix) Risk Assessment
- x) Records Retention Policy
- xi) Privacy Notice
- xii) Data Protection Policy
- xiii) Freedom of Information Policy
- xiv) Subject Access Request Procedure
- xv) Role Holder Privacy Notice
- xvi) Data Breach Policy
- xvii) Recording of Meetings Policy

Community Development

29. Update re Community Speedwatch

Date of next meeting – 26th July 2023



Signed:

Parish Clerk

Date: 19th May 2023