



BAYDON PARISH COUNCIL

Clerk to the Council: Mrs Fiona Ryder
baydonparishclerk@gmail.com

To: Members of the Public

You are hereby invited to attend the Annual Parish Council Meeting on Monday 15th May 2023 at 8pm in the BYPA Hall, 6 Manor Lane, SN8 2JE, for the purpose of transacting the following business.

AGENDA

1 **Election of Chairman for the council year 2023-2024**

The newly elected Chairman to sign the Declaration of Acceptance of Office of Chairman.

2 **Election of Vice Chairman**

To elect Vice Chairman for the council year 2023-2024.

3 **Apologies**

To receive apologies from those unable to attend.

4 **Declarations of Interest**

To receive any Declarations of Interest in items laid out in this agenda in accordance with the Parish Council Code of Conduct. Councillors are reminded that it is their responsibility to ensure their register of interests on the Wiltshire Council website is kept up to date.

5 **Minutes from Previous Parish Council Meeting**

To approve as a true record, the minutes of the Full Council meeting held on Monday 6th March 2023, copies of these minutes have been circulated.

6 **Public Section**

To receive any questions, comments, or representations from the public.

The meeting will be suspended for a maximum of 15 minutes. No decisions can be made by the Council during public question time. After this period, the meeting will be resumed, and members of the public may only speak when invited to do so.

7 **Standing Order and Financial Regulations**

Annual review of standing orders and financial regulations.

8 **Planning Applications**

PL/2023/03038 – Pen Close, Manor Lane

Proposal: T1. Mature Magnolia tree growing at the edge of the front driveway, partially overhanging the neighbouring house. Height approx. 4 metres, crown spread approx. 4 metres.

Reduce crown size evenly all over by around 25%, removing around one metre of growth all over, leaving cuts of no more than 30 mm diameter. This is to reduce the amount of overhang to the neighbours house and the applicants driveway, and to keep the tree at a size that is in proportion with its location.

Comments Deadline: 16th May 2023

PL/2023/02237 – Pear Tree Cottage, Aldbourne Road

Proposal: Single storey extension and associated internal alterations.

Comments Deadline: 16th May 2023

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001AYK0J>

PL/2023/02615 Listed Building Consent – Pear Tree Cottage, Aldbourne Road

Proposal: Single storey extension and associated internal alterations.

Comments Deadline: 16th May 2023

9 **Insurance Renewal**

To approve insurance renewal invitation for the coming year.

10 **Finance Report**

To receive finance report to date and consider any items for payment.

To note, Budget vs Expenditure to date.

To review the end of year balance for 2022-2023

Budget vs Expenditure 2022-2023

Bank Reconciliation to 31 March 2023

Clerk Summary Report

11 **Certificate of Exemption – AGAR 2022/23 Part 2**

The Parish Council to review and approve the Certificate of Exemption and the Chairman to sign.

12 **Internal Audit Report**

To receive Internal Audit Report

13 **Annual Governance Accounting Return (AGAR) 2022/23 Part 2**

A) Annual Governance Statement Section 1

B) Accounting Statement Section 2

The Parish Council to review, approve and the Chairman / Clerk to both sign sections 1 and 2.

14 **Asset Register**

Annual review of Asset Register.

15 **Highway Improvement Request**

To consider highway improvement request form received for Aldbourne Road.

16 **Barclays Bank**

To receive update on banking issues.

17 **Baydon Table Tennis Club**

To consider funding request from Baydon Table Tennis Club.

18 **WW1 Memorial Clock Face Restorations**

Update on funding from the War Memorials Trust.

19 **Litter Pick**

Review of litter pick that took place on Saturday 22nd April.

20 **Coronation Celebrations**

Review of Baydon's celebrations on Sunday 7th May.

21 **Baydon.org Email Addresses**

To receive update on progress of Baydon.org email addresses for all Councillors.

22 **Village Gates – East End**

Update on maintenance.

23 **Community Emergency Contacts**

To discuss Swindon and Wiltshire Prepared request for Emergency Community Contacts.

24 **Correspondence**

Bridleway 5 – It was reported that Bridleway 5 is blocked with a fence. This has been reported to Wiltshire Council.

Councillor Vacancies – An enquiry has been received from a member of public interested in becoming a Councillor.

Wessex Water – Environment Fund opened on 24th April and the Community Fund opens on 25th September. Details have been emailed to all Councillors.

Uneven Ironwork Aldbourne Road – A parishioner had reported uneven ironworks to Wiltshire Council but had not had a response. The ironwork had been covered with a cone. Sarah reported directly to the Area Highway Manager.

Collapsed Wall Manor Lane - According to Wiltshire Building Control, they can't see any application to building regulation for the development. Essentially this means that they don't think that an inspector has been appointed. They are going to check with Planning and come back to me. (Gary)

Defibrillator Access – Concern has been raised regarding the defibrillator being obstructed by wheelie bins. A Councillor visited the defib and could quickly and easily access it, a response has been sent to the parishioner who raised the concern.

Parish Steward – It has been requested that the chicane on Aldbourne Road/Ermin Street be cleared of leaves including the length of kerb, by the Parish Steward. A note will be made to add this to the stewards job list.

25 **Councillor/Clerk Reports**

Any further Councillor Items and Clerk correspondence to raise that are not on the agenda.

26 **Matters for Future Consideration**

Items raised from Agenda Item 4 Public Questions, to be carried forward.

27 **Date of the Next Meeting**

The date of the next Parish Council Meeting is Monday 19th June 2023 at 8pm in the BYPA hall.

NB: The Annual Parish Meeting is being held on Friday 19th May 8pm BYPA Hall.