

Clarendon Park Parish Council

21st November 2024

Dear Councillor,

You are summoned to attend a meeting of the Clarendon Park Parish Council at 7pm on 27th November at the Tesco Community Room to transact the following business.

Morna Marler-Roe

Clerk

The Press and members of the public are cordially invited to attend and fifteen minutes will be set aside before the beginning of the meeting for them to raise any questions or make any statements regarding the work of the council or any other matters affecting the Parish and to receive reports from the Neighbourhood Police Team and Wiltshire Councillor Richard Britton.

AGENDA

- 1 To receive apologies for absence
- 2 To note any declarations of interest concerning any agenda item
- 3 To approve as a correct record the Minutes of the meeting held on 18th September 2024.

FINANCE

- 4 To receive a report from the Clerk on progress with outstanding actions:
VAT recovery, bank mandate arrangements, ICO registration
- 5 To authorise Chairman's Training sessions: 2 x £40 + VAT
- 6 To authorise renewal of laptop Antivirus for either
1 year £59.99 or 2 years £94.99 (£85.49 with possible discount)
- 7 To note the National Pay Scales for 2024/2025
- 8 To authorise the following payments:
 - a) Clerk Salary September £202.50,
 - b) Clerk Salary October £216.00
 - c) WALC Invoices: Total £264
0341 £72 (Cllr Western & Cllr Roberts' training)
0371 £48 (Cllr Stephenson' training),
0372 £48 (Cllr Jervis' training)
0373 £96 (Cllr Shore' training)
 - d) Do The Numbers Ltd (Invoice 12/1676) £175
 - e) PKF (Invoice SB20243357) £96
 - f) SLCC £85
 - g) Information Commissioner's Office £40 or £35 if paid by Direct Debit

- 9 To discuss Budget & Precept for 2025/2026**

GOVERNANCE

- 10 To receive a report from the Clerk regarding: Clerk and Councillor training, councillor documentation, risk register, asset register**
- 11 To note findings of Internal Audit Report and agree action plan.**

PLANNING

- 12 To raise the option of establishing a planning committee that can meet to discuss planning applications between meetings.**

OTHER

- 13 To Consider the Deputy Prime Minister's announcement that the government is committed to allowing councils to hold remote council meetings and to consider making a representation on the consultation paper, which closes on 19 December 2024**
- 14 To Consider the Appointment of a Flood Warden**
- 15 To receive a report from Cllr Jervis on a possible alternative venue(s) for future Parish Council meetings**
- 16 Date of next meeting**
nb Cllr Western unable to attend on a Tuesday or Wednesday for approx. the next 6 months due to personal commitments.