



# MALBOROUGH PARISH COUNCIL

## NOTICE OF THE NEXT MEETING

### THE ANNUAL GENERAL MEETING

Venue:	Village Hall Annex, Malborough
Date:	WEDNESDAY, 18 <sup>th</sup> May 2022
Time:	7.30pm

Councillors, I hereby give you notice that the next **Meeting of the Parish Council** will be held at the venue, date and time above. All Members of the Council are summoned to attend for the purposes of determining and resolving upon the business to be transacted as set out below.

Dated this 12<sup>th</sup> May 2022

To: All Members of the Council cc: District Cllrs Judy Pearce & Mark Long, County Cllr Rufus Gilbert

#### BUSINESS TO BE TRANSACTED

1. Welcome & Apologies
2. **ELECTION OF CHAIRMAN & CHAIRMAN ACCEPTANCE OF OFFICE** followed by **ELECTION OF VICE CHAIRMAN**
3. **APPOINTMENT OF COUNCILLORS TO COMMITTEES/LEAD ROLES** - Representatives on External Bodies - Agreement of Clerk's mandate of Responsible Financial Officer
4. **MINUTES OF PREVIOUS PARISH COUNCIL MEETING (April 2022)**
5. **DECLARATIONS OF INTEREST**
6. **CLERKS REPORT:** Malborough Park Play Area Works & Deed of Variation, Village Hall Play Area Maintenance, Defibrillator Update, Memorial Plaques, Parish Paths Contract,
7. **PARISHIONERS OPEN FORUM:**  
**County Councillor & District Councillor Reports.**
  - **During the Public Open Forum:** Members of the public should note that the council is only allowed to take decisions on topics that are publicised on the agenda; items not on the agenda can be carried forward for a response at a later date. Any questions not presented to the council far enough in advance of the meeting may be noted and responded to at a later date.
  - **After the Public Open Forum:** Members of the public are asked to respect the fact that it is a meeting to conduct council business and participation during the remainder of the meeting is not permitted without the express consent of the Chairman.
8. **PLANNING & ENFORCEMENT:**
  - o 0265/22/HHO, 107 Cumber Close, Single storey extension (9/6)
  - o 1142/22/CLE, Ilton Castle Farm, Certificate of Lawfulness for siting of static home as holiday accommodation
9. **BUSINESS TO BE DISCUSSED:**
  - a) Platinum Jubilee Event Update: Resolution to purchase bunting and associated items (maximum of £500).
  - b) Basketball hoop request.
  - c) Climate Emergency: Appendix B Minutes of May meeting.
  - d) Village Hall Update: Village Hall Minutes are available one month in arrears on the parish website.
  - e) Monthly Checks: Defibrillators, Skate Park, Play Area, Toilets & 3 Utilities Meters.
10. **FINANCE & GOVERNANCE Receipts & Payments – Month 13 & 1**

**Accounts to pay (Appendix A) –** Clerks Salary & HMRC, SHDC public toilets £7,819.80, SHEPS Burial Ground £190 + £190, Cutting Edge Gdn Svs £275 + £275, MVH & PFA Hall Hire for SMASH £75, The Play Company Signage £294, The Play Company Final Payment £5,967.60, ICO Renewal £35, Clerk Expenses Defib Training £14.31, SSE SWALEC Toilets Electricity £105.77, Flashbay £3,205.20, Cllr Kendall Expenses £29.83, Source For Business £316.14, Internal Audit £350,

**Governance:**

  - a) Internal Audit Approval of 2022/23 audit, External Audit
  - b) Clerks Hours
  - c) Timings of Parish Council Meetings
11. **NEXT MEETINGS** –15<sup>th</sup> Jun, 20<sup>th</sup> Jul, 21<sup>st</sup> Sept (Venue TBC), 19<sup>th</sup> Oct and 16<sup>th</sup> Nov at 7.30pm

**NB: Planning applications received after the agenda publication may be considered at the meeting and recommendations ratified at the subsequent meeting.**

Signed: *Katharine Harrod* Clerk to Malborough Parish Council

*Contacts: Chairman: Cllr T John Yeoman, tel: 01548 561232, [tjeoman@btinternet.com](mailto:tjeoman@btinternet.com)  
Clerk: (Mrs) Katharine Harrod, tel: 07704 941150, [malboroughparishclerk@gmail.com](mailto:malboroughparishclerk@gmail.com)*