



BRATTON PARISH COUNCIL

Chair Keith Rayward, 2 Flowers Mead, Bratton, Wiltshire, BA13 4SR

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Clerk Nicola Duke, April Rise, 81 Studland Park, Westbury, Wiltshire, BA13 3HN

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To: All Members of Bratton Parish Council

You are hereby summoned to attend the Annual Council Meeting of the Parish Council to be held on **Thursday 23rd May 2024** in the Jubilee Hall, Bratton commencing at 6.30 pm for the transaction of the business shown on the agenda below.

Nicola J Duke - Parish Clerk

13th May 2024

Open Forum to hear from members of the public

Please note that matters raised under Open Forum will be subject to a limit of three minutes and should be notified to the clerk by 6.15 pm on the night of the meeting.

	AGENDA ITEM
2024/01	Election of Chair In accordance with the Local Government Act 1972 ss 15 (2) and 34 (2) to elect a Chair of the Parish Council for the municipal year 2024/2025
2024/02	Declaration of acceptance of office To receive the Chair's signed declaration of acceptance of office
2024/03	Apologies for Absence and to consider the reasons given Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given. LGA 1972 s85(1)
2024/04	Election of Vice-Chair In accordance with the Local Government Act 1972 ss 15 (6) and 34 (6) to elect a Vice-Chair of the Parish Council for the municipal year 2024/2025
2024/05	Declaration of Acceptance of Office To receive the Vice-Chair's signed declaration of acceptance of office

2024/06	<p>Declarations of Interest and Dispensations to Participate</p> <p>a) To receive declarations of interest in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and the Localism Act 2011 in respect of members</p> <p>b) To receive any dispensation requests received by the Parish Clerk and not previously considered</p>
2024/07	<p>Parish Council Committees and Working Groups</p> <p>To appoint parish council committees and memberships for the municipal year 2024/2025:</p> <p>a) Staffing Committee</p> <p>b) Bratton Recreation Ground</p> <p>c) Neighbourhood Plan Steering Group</p> <p>d) Website Working Group</p> <p>e) Village Green Committee</p>
2024/08	<p>Parish Council banking arrangements 2024/2025</p> <p>To confirm bank signatories for 2024/2025</p>
2024/09	<p>Governance and Policy Reviews</p> <p>a) To review and update the following governance documents (Model NALC documents attached):</p> <p>a) Standing Orders</p> <p>b) Financial Regulations</p> <p>b) To consider for comment Wiltshire Council's Draft Licensing Consultation (previously circulated)</p>
2024/10	<p>Parish Council Lead Member/Point of Contact Appointments</p> <p>To consider appointing Lead Members/Point of Contacts in relation to the following areas of Council work (information from Chair previously circulated):</p> <p>a) Highways and Local Highways and Footpath Improvement Group (LHFIG)</p> <p>b) Wiltshire Council Westbury Area Board</p> <p>c) Jubilee Hall</p> <p>d) Allotments</p> <p>e) Reeves Orchard</p> <p>f) Bratton Parish News</p> <p>g) Tree Work Applications outside of meeting schedule</p> <p>h) Telephone Kiosk</p> <p>i) Speed Indicator Device</p> <p>j) Footpaths and Rights of Way</p> <p>k) Bratton Week Working Group</p>
2024/11	<p>New Street Name - Land north of Westbury Road and west of Court Orchard, Bratton, Wiltshire, BA13 4TB</p> <p>To note that the developer is commencing the street naming process for the above development and respond to the request for Parish Council input (previously circulated)</p>
2024/12	<p>Grounds Maintenance Contract 2024/25</p> <p>To receive an update on the grounds maintenance contract for 2024/25 – Cllr Ligo to report.</p>

2024/13	<p>Police Drop in Sessions To consider the arrangements and Parish Council support for the police drop in sessions (information previously circulated).</p>
2024/14	<p>LHFIG Requests To consider for submission to Wiltshire Council LHFIG requests for Highway Improvements in the parish – Chair to report (information previously circulated)</p>
2014/15	<p>Planning Applications PL/2024/03812 - 24 Lower Road, Bratton, Westbury, BA13 4RQ - Front and rear single storey extensions</p>
2024/16	<p>Calendar of meetings To note the Calendar of Meetings for the 2024/2025 municipal year:</p> <p>Tuesday 11th June 2024– Approval of accounts 2021/22 (if audited) Tuesday 9th July 2024 Tuesday 10th September 2024 Tuesday 12th November 2024– Budget setting 2025/26 Tuesday 14th January 2025 – Precept setting 2025/26 Tuesday 11th March 2025 – Year end 2024/25 Tuesday 13th May 2025 – ACM and APM</p>