

Worton Parish Council

To: Members of the Council

You are summoned to attend the **ANNUAL MEETING OF WORTON PARISH COUNCIL** at Worton Village Hall, on **Monday 17 May 2021 at 7.30pm**

Press & Public are invited to attend.

Liz Starling Clerk to the Council. 11/5/2021

AGENDA

1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office

2. To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office

3. To receive apologies for absence

4. Acceptance of Office:

To note the completion of the declaration of acceptance of office forms by the parish councillors.

5. Declaration of Members' Interests

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

6. Minutes of meeting held on 12 April 2021:

To resolve that the minutes of the meeting of the Council held on the 12 April 2021 be signed as a correct record.

7. Chairman's Remarks

8. Wiltshire Councillor's report

9. Open session on matters set out below:

Members of the public may make representations, answer questions and give evidence in respect of the business on the agenda.

10. To approve and adopt the Standing Orders for Worton Parish Council.

11. To approve and adopt the Financial Regulations for Worton Parish Council.

12. Co-Option Of Members:

Section 21 of the Representation of the People Act 1985 gives the Parish Council the power of co-option to fill vacancies remaining unfilled following an ordinary election. There are two vacancies for Worton Parish Council.

Recommendation:

(1) That the Council believes that it is in the interests of the parish that the vacancies on the Council are filled, and that this be achieved by co-option.

(2) That persons eligible to become co-opted be encouraged to put their names forward to the Clerk.

(3) That consideration be given to a process of selection at the next meeting.

Note: Eligibility for co-option, is as follows:

(a) at least 18 years of age, and

(b) either:

- *Be a local government elector for the parish, or*

- *Be an occupier (owner or tenant) of land or premises in the parish for the previous 12 months, or*

- *Have their place of work in the parish for the previous 12 months, or*

- Have resided in the parish for the previous 12 months, or
- Have resided within three miles of the parish boundary for the previous 12 months.

13. To appoint members to the following Work Streams and Responsibilities:

- Transport and Road Safety
- Leisure Facilities, Appearance and Environment
- Planning
- Community and Learning
- Communications
- Finance

14. To affirm Worton Parish Council eligibility for the General Power of Competence

15. To review the Parish Council Insurance for 2020/2021 and to approve provider

16. Traffic surveys - update on request for intervention on C20 Seend Road

17. Planning:

- To consider the following applications:

--	--	--

- to note the following decisions:

21/01942/FUL	Old School House 116 High Street Worton SN10 5SE	Loft conversion with roof lights and side facing pitched roof dormer
Decision: Approved with conditions		

13. Finance:

- To receive and note the Annual Internal Audit Report
- To approve the Annual Governance Statement 2020/2021
- To approve the Accounting Statements 2020/2021
- To sign the Certificate of Exemption 2020/2021

- To authorise the following payments:

<i>Payable to</i>		<i>Net</i>	<i>VAT</i>	<i>Gross</i>
HMRC/E M Starling	Administration costs	375.74	0.00	375.74
Society of Local Council Clerks	Membership 2021/2020	112.00	0.00	112.00
TOTAL		487.74	0.00	487.74
Inter account transfer:				
<i>Date:</i>		<i>Amount:</i>		

14. Correspondence:

15. Items to be considered for the agenda for the next meeting and questions to the Council (a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given)

16. Date of next meeting: Monday 7 June 2021

17. Key messages