**Weston Colville Parish Council**

**Wednesday 26th April**

**To Members of the Council**

**You are hereby summonsed to the meeting of the Parish Council on Wednesday 3rd May 2023, at 7pm, in the Reading Room. Meeting documents will be able to view on http://www.westoncolville.org.uk**

**Annual Meeting of the Parish**

1. **Chairman’s Welcome and annual report.**
2. **Reading Room Trust –** To receive a presentation about the Warm Hub.
3. **Public comments and questions.**

**Annual General Meeting of Weston Colville Parish Council**

1. **Election of Officers**
   1. **Chairman –** Acceptance of office by Chairman to be signed.
   2. **Vice Chair –** Acceptance of Office by Vice Chairman to be signed.
2. **Determination of Representatives/Responsibilities**
   1. **Financial Overseer**
   2. **Combined Parishes Meeting Representative**
   3. **Footpaths**
   4. **Tree Warden**
   5. **Flood Wardens**
   6. **Playgrounds**
3. **Chairman’s Welcome**
4. **To accept apologies and reasons for absence**
5. **To make any declarations of interest –** To declare any disclosable pecuniary interests, personal interests, or personal and prejudicial interests.
6. **Co-option of a new Parish Councillor –** An application letter has been received from Emma Rayner. To vote on the appointment of a new Cllr by co-option.
7. **Declaration of Acceptance of Office to be signed by co-opted Councillor**
8. **Register of Member Interests:** General Notice of Registerable Interests to be completed and signed by co-opted Councillor. The co-opted Councillor is invited to join the meeting for discussion but is unable to vote because the papers and declarations have yet to be acknowledged by SCDC.
9. **Public Participation Session –** The Chairman will invite questions and observations from members of the public present. A maximum time of 15 minutes will be allowed.
10. **To approve minutes-** For the meeting of Weston Colville Parish Council on 6th March 2023.
11. **District and County Council reports and items of interest** – To receive reports.
12. **1 Planning –**

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| --- | --- | --- | --- |
| **Planning reference** | **Address** | **Proposal** | **Decision** |
| **23/00370/HFUL** | 62 The Green Weston Colville | Front, side and rear single and two storey extensions. | **Awaiting decision** |
| **23/01291/HFUL** | Naika Mill Hill Weston Colville | Erection of a front porch; two storey rear extension; increase roof pitch in  conjunction with a loft conversion; amendments to elevation materials and  fenestration | **Awaiting decision** |

**12.2 Decisions from SCDC**

|  |  |  |  |
| --- | --- | --- | --- |
| **Planning reference** | **Address** | **Proposal** | **Decision** |
| **23/00382/CL2PD** | 62 The Green | Certificate of lawfulness under S192 for a proposed single storey outbuilding in the rear garden to be used incidental to a dwellinghouse as a store and workshop | **Certificate not granted** |

1. **Matters In hand / Arising since last meeting**
   1. **Flooding** – To receive an update
   2. **Footpaths –** To receive an update.
   3. **Coronation event** – To receive an update.
   4. **Asset Register –** To determine when an inspection will take place.
   5. **Bus Shelter Vandalism –** To determine actions.
2. **Risk Assessment/Health and Safety –** To note any concerns.
3. **Playground –** To receive the Play Equipment Safety report from David Bracey, and determine actions.
4. **Finance –** 
   1. **To Approve cheques –**
   2. **Year End Accounts –** To receive accounts.
   3. **Annual Return 2021-22 –** To approve the Certificate of Exemption
   4. **Annual Return 2021-22 –** To approve the Annual Governance Statement
   5. **Annual return 2021-22 ­–** To approve the Annual Accounting Statement
   6. **Online Banking Update and mandate change**
   7. **West Wratting Memorial Fund Investment –** To determine actions.

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| --- | --- |
| **Credit Received – precept 19th April** | £6,250 |
| **Wages s/o** | £235.17 |
| **Balance at Lloyds Bank on 31st March 2023** | £17,448.54 |
| **Briggs Gift Account Balance 28th February 2023** | £615.35 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Cheque number** | **Detail and Date** |  | **Amount** | **VAT** |
| D/D | Street lighting |  |  |  |
| D/D | PWLB (£2,209 remaining) |  | £1143.39 |  |
| 842 | iTransact – Domain name | £13.50 | £16.20 | £2.70 |
| 843 | David Bracey – Playground inspections 2023 | £135 | £162 | £27 |
| **Total** |  |  |  |  |
|  | **Total of Outstanding Cheques** | 841 | £1,122 |  |
|  | **After above Cheques** |  | **£16,148.34** |  |

1. **Matters for next Agenda**

**Dates of Parish Council meetings in 2023 are: 5th June (planning), 3rd July, 7th August (planning), 4th September, 2nd October (planning), 6th November, 4th December (planning).**

Jessica Ashbridge

Parish Clerk

Email: clerk@westoncolville.org.uk