

# BROAD TOWN PARISH COUNCIL

Linda Roberts BA (Hons) PGCAP FHEA FSLCC  
Interim Parish Clerk and RFO

44 Westlands Lane  
Beanacre  
Melksham  
Wiltshire  
SN12 7QE

Tel: 07794056594

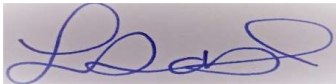
2<sup>nd</sup> June 2018

To: Councillor J E Jordan - Chairman  
Councillor S J Billis  
Councillor S G Hartley  
Councillor M A Holland  
Councillor B Joyce  
Councillor R Pearce  
Councillor C J Rendell

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12 paras 10 (2) (b) you are summoned to attend the Ordinary Meeting of the Parish Council. The meeting will be held **in the Village Hall on Monday 11<sup>th</sup> June 2018 commencing at 6.30pm.** (LGA 1972 sch.12 para 10(2)(a). A period of public participation will take place prior to the formal opening of the meeting. The Press and Public are welcome to attend this meeting.

Yours sincerely



Mrs L A Roberts  
Parish Clerk and RFO

## **BROAD TOWN PARISH COUNCIL**

**Parish Council Meeting - Monday 11<sup>th</sup> June 2018**

### **Public Participation**

#### **A G E N D A**

##### **1. Apologies**

To receive apologies for absence.

##### **2. Declarations of Interest**

In accordance with the Parish Council's Code of Conduct, all Members are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registerable interests.

##### **3. Minutes**

To confirm as a true record the minutes of the Annual Parish Council Meeting held on Monday 14th May 2018.

##### **4. External Audit 2017/2018**

###### **4.1 Certificate of Exemption – to follow**

The gross income and gross expenditure of the Parish Council does not exceed £25,000 in the account year ended 31 March 2018. The Parish Council can therefore exempt itself from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

Members are requested to resolve to exempt the Parish Council from a limited assurance review and complete page 3 of the Annual Return, accordingly.

###### **4.2 Approval of the Annual Return and Annual Governance Statement – to follow**

Members are requested to approve the Annual Governance statement 2017/18 as detailed in Section 1 of the Annual Return by a formal resolution.

Members are requested to approve and sign the Annual Return and Year End Accounts for 2017/18, by formal resolution.

#### 4.3 Year End Cash Book 2017/18 – to follow

For Noting.

#### 4.4 VAT Return

Members re requested to approve the VAT re-claim for 2017/2018.

#### 5. Internal Audit Report – to follow

For members to consider.

#### 6. Finance

##### 6.1 Bank Balances

Treasurers Account	£	24.89
Business Bank Instant	£	13,068.18
Community Fund	£	10,647.24

##### 6.2 Internal Audit Fees – Invoice to follow

Members are requested to approve the payment of £120.00 to Auditing Solutions for Internal Audit Services.

#### 6. Planning

##### 6.1 Planning Applications Received

Application Number	Applicant	Location of Development	Description of Development
<a href="#">18/03935/FUL</a>	Jason Jones	Garages at rear of 49 Redhills, Broad Town, SN4 7RD	Demolition of garage block (9 units) and erection of garage block with storage at first level

View plans here [18/03935/FUL](#)

##### 6.2 Planning Applications Determined

Application Number	Location of Development	Description of Development	Decision
18/02676/FUL	Highland	Single Storey Side	<b>Approved.</b>

	Broad Town SN4 7RL	Extension	
18/02305/FUL	7 East View Broad Town SN4 7QZ	Single Storey front and side extension and two storey rear extension	<b>Approve with conditions.</b>

**7. Grass Cutting – New Contractor**

Members are requested to approve the appointment of a new contractor to provide grass cutting and maintenance services at Redhill's Recreation Area. An agreement and contract will need to be drawn up.

**8. Flood Risk – Broad Town Road**

Flooding has been reported on front of the two fields south of the school. Members are asked to consider the issue especially in view of Oxford Law's plans for potential development. It is suggested that these concerns should be registered with Wiltshire Council.

Councillor Billis will be circulating documentary and photographic evidence to members separately.

**9. Exchange of Information**

**please note no decisions can be made on these items anything raised which requires a decision of the council will be included as an agenda item at the next Parish Council meeting.**

**Next Meeting Monday 9<sup>th</sup> July 2018.**