



The meeting of Staverton Parish Council is to be held at the Staverton Village Hall on **Monday 20th March 2017** commencing at **7.00 pm** for the purpose of transacting the following business.

[June Jones, Parish Clerk](#)

AGENDA

1. **APOLOGIES**
2. **MINUTES OF THE LAST MEETING held on Monday 16th January 2017**
3. **MATTERS ARISING**
4. **POLICE MATTERS**
5. **ELECTIONS - TIMETABLE**
 - a. Nominations to be received by 4th April 2017
 - b. Publication of Notice of Poll – Tuesday 25th April 2017
 - c. Day of Poll - Tues 25th April 2017
 - d. Change of Council – 8 May 2017
 - e. AGM – 15 May 2017 – Appoint Chairman
6. **PLANNING**
 - a. Planning application 17/01158/FUL Conversion of St Paul's Church to single dwelling - See J Corfield's Report
 - b. Planning application 16/10854/FUL Change of use of existing agricultural building to residential use
7. **SPORTSGROUND AND VILLAGE HALL**
 - a. Complaints - hall hirers not cleaning up afterwards – JJ
 - b. Renovations to kitchen and outside patio area- KL/JJ
 - c. Storage Container – Wooden cladding – Update PN
 - d. Removal of wooden field gate and quote for low bar gate – Update KL/JJ
 - e. Decommission Floodlights & Batteries – JJ/SR
 - f. Lights outside village hall not working
8. **WILTSHIRE COUNCILLOR REPORT – Trevor Carbin**
 - a. Management Agreement for sports field – Update JJ
 - b. Traffic Speed Survey Result from Marina Drive
 - c. Renewal of Management Agreement Playing fields- update
 - d. Reed beds – Canal Trust
9. **COUNCILLORS/RESIDENTS MATTERS**
 - a. St Paul's Churchyard – Meeting on Sunday 30th April at Village Hall – JC
 - b. Youth Club – Request to set this up - JJ
10. **FINANCE**
 - a. Clerk's Financial Report – JJ
 - b. Big Lottery Grant for £9,995 for School Lane play area - JJ
 - c. Julian Hodge Bank investments – £15,000 reinvested – JJ
 - d. **AUDIT**; Approve Model Standing Orders, Financial Regulations, Code of Conduct, Complaints Procedure, Financial Risk Assessment, Risk Assessment for Staverton, Risk Assessment for sports ground, Internal Audit Programme, Review of System of Internal Audit, Equal Opportunities Procedure, Assets Register/Village Hall inventory, Action Plan for recommendations on Internal Audit Report 2016/17
 - e. Renewal of Waste Agreement with Wiltshire Council 2017/18, (240 litre bin cost £8.20 per collection/£284.58. Pa (£262 in 2016)).
 - f. Outstanding debt – Hire of Village Hall – JJ/SR
11. **CORRESPONDENCE**
 - a. Budget Briefing Note 317 – Area Board
 - b. Protecting Wiltshire's Rights of Way – Wiltshire Council
12. **DATE OF THE NEXT PARISH COUNCIL MEETING: **APM & AGM 15 MAY 2017** and close of meeting.**

<u>Meeting Dates for 2017-2018</u>	16	JANUARY 2017		JUNE (Exec Cttee Meeting) Date to be confirmed	20	NOVEMBER 2017
On Mondays starting at 7.00 pm	20	MARCH 2017	17	JULY 2017		
At Village Hall	15	MAY 2017 (AGM/APM)	18	SEPTEMBER 2017	15	JANUARY 2018