



You are summoned to the meeting of the **Staverton Parish Council** which is to be held on **Monday 20 November 2023** commencing at **7 pm** for the purpose of transacting the following business.

June Jones, Parish Clerk

# AGENDA

## EMERGENCY EVACUATION INSTRUCTIONS TO BE READ OUT IN CASE OF FIRE

1. **APOLOGIES** - Cllr Kevin Lamb
2. **MINUTES OF THE LAST MEETING** held on Monday 11<sup>th</sup> September 2023.
3. **VACANCY FOR PARISH COUNCILLOR**
  - a. Applications from 2 residents
  - b. Declaration of Acceptance and Register of Interests
4. **HILPERTON & STAVERTON CONSERVATION WORKING GROUP** – Dr Celia Beckett
5. **EMMAUS SCHOOL** – Village Hall hire request
6. **NEWSLETTER AND WEBSITE** – Editor Simon Withers
7. **PLANNING**
  - a. Planning Appeal - PL/2021/10237 - 51A Staverton House, Staverton , Trowbridge – APP/Y3940/W/23/3321615
  - b. Planning Application - 93, Staverton, Trowbridge, BA14 6PB : Consultation - PL/2023/08387
8. **WILTSHIRE COUNCILLOR** – Trevor Carbin
  - a. Illegal Caravan at car park, The Slipway – update
  - b. Residents request for more highway safety measures in School Lane
9. **COUNCILLORS AND RESIDENTS FORUM**
  - a. Petition from residents regarding request for introduction of more 30 mph road signs on the B3105.
10. **SPORTS GROUND, VILLAGE HALL, PLAY AREA and GENERAL**
  - a. Football Hirers Contract 2023-24 – Update
  - b. IDVERDE contract
  - c. Performing rights license – Cllr Mark Frati to update
11. **PARISH STEWARD** – Cllr Richard Blueitt
12. **FINANCE & AUDIT**
  - a. Clerk’s Financial Report
  - b. BUDGETS & PRECEPT 2023-24 - Finance Committee Meeting
  - c. PRECEPT 2024-25
  - d. Fire Safety Regulations 2023 and Persons Responsible
  - e. Play Area/Sports Ground Annual Report
13. **CORRESPONDENCE – BRIEFING NOTES**
  - a. 23 – 17 Launch of the Second Solar Together Scheme
  - b. 23-20 Air Quality Action Plan - & Supplementary Planning Document
  - c. 23-21 Plan for Refurbishment of Town Hall
  - d. 23-23 Waste Sorting at Recycling Centres
14. **DATES OF PARISH COUNCIL MEETINGS 2024/24 – To be approved**
15. **DATE OF THE NEXT PARISH COUNCIL MEETING is Monday 15<sup>TH</sup> January 2024**  
Time and close of meeting.

<a href="#">Meeting Dates for 2024/25</a>	15	JANUARY 2024	13	MAY – APM/AGM 2024	9	SEPTEMBER 2024	15	JANUARY 2025
On Mondays starting at 7.00 pm AT THE VILLAGE HALL	18	MARCH 2024	15	JULY 2024	18	NOVEMBER 2024		