



**Members of the public and press are very welcome to attend this meeting**

Dear Councillor,

You are summoned to attend a meeting of the Parish Council which will take place as detailed below:

**A meeting of the Parish Council will be held on  
Monday 29<sup>th</sup> April 2019, 7.30pm  
at Sandford Village Hall**

23.04.2019

*Lynne Rampton* Clerk to the Council

**AGENDA**

1. To receive and accept apologies for absence.
2. Declarations of interest.
3. To consider & decide upon any requests for dispensation *from members to allow them to participate in a discussion or vote on a matter in which he/she may have a disclosable pecuniary or non-pecuniary interest.*
4. To approve the minutes as a correct record of the Parish Council meeting held on 25<sup>th</sup> March 2019
5. Minute Update from the March Parish Council meeting & April Clerk's Report **Annex 1**
6. Crime Report – to receive a police report for the last month period
7. Response to matters raised during Public Participation at the previous Parish Council meeting
8. **Public Participation** *A maximum time of 15 minutes will be allowed for a session open to the Public to present comments, observations, information, petitions or lead deputations and is the only time members of the public may participate during the meeting.*
9. To receive a NSC Parish Liaison Officer Update
10. To Authorise Bills for Payment **Annex 2**
11. To receive and approve the minutes from a meeting of the Employment, Finance and Policies Committee held on 15th April 2019 **Annex 3 – Cllr M Williamson**  
**Accounts 2018/19**
  - a. *It was recommended to the Parish Council, that the Investment Strategy and Policy, being the manner in which the Parish Council had previously invested monies, be adopted by the Parish Council.*
  - b. *It is recommended to the Parish Council that the review of the effectiveness of the system of internal control is accepted.*
  - c. *Annual Governance and Accountability Return 2018/19 Part 3, p3 – Annual Internal Audit Report 2018/2019 has been completed and the end of year report and financial risk assessment is presented to the council for acceptance.*
  - d. *The accounts for the 2018/19 financial year, prepared on a receipts and payments basis are presented to the Parish Council for approval.*
  - e. *Section 1 - Annual Governance Statement 2018/19, Box 1 - 8 of the Annual Governance Statement is recommended for completion as 'yes' and with box 9 completed as N/A.*
  - f. *Section 2 – Accounting Statements for 2018/19 The completed Accounting Statements is recommended for approval.*
- Other committee recommendations to be considered by the council:**
  - g. *A Parish Councillor Privacy Notice should be adopted by the Council.*
  - h. *It was proposed that payment is made to the Handyman Orderly for the 2017/18 and 2018/19 holiday years using the .GOV.UK calculator (based on 155 hours worked) of 19 hours holiday pay.*
  - i. *The WMRG Advisory Committee Terms of Reference as amended is, recommended for adoption.*

j. *To confirm Parish Council Pension Contribution for the Clerk*

12. **Cricket Club – lease of part of the War Memorial Playing Fields – to consider an extension of 25 years to the current lease agreement ending 2024 (to 2049) and to increase the current lease payment from £1,500 pa to £1,750 pa – Cllr M Williamson**
13. **May Fair on The Green, Saturday 11<sup>th</sup> May – the Parish Council to consider holding a stall?**
14. **To consider a request from the Woodspring Ramblers to fund improvements on public rights of ways AX29/18, AX29/19 and AX29/26/10. Total cost £640**
15. **Max Mill Lane Culvert Repairs – to receive details of plans to repair and strengthen culverts along with the associated road closure.**
16. **Rural Services Network call on Government for a Rural Strategy – Parish Council to support the strategy?**
17. **To receive a report from a meeting of the Cemetery and Allotment Working Group held on 1<sup>st</sup> April 2019, and to approve the recommendations from that meeting – Cllr C Ballard**
  - a. *to consider the surface dressing and lining of the cemetery car park to complete cemetery improvement works. Funds to be deducted (in advance) from ear-marked reserves.*
  - b. *to consider a quotation and instruct works for the construction of a breeze block wall for the cemetery soil pile area at a cost of £1,500.*
  - c. *Pre-purchase of 'Exclusive Right of Burial' spaces at Ilex Lane - to add a condition to cemetery regulations that completed forms and payment for reserved spaces must be received within one month of the request being made.*
18. **A reminder that Parish Council related articles are required for the next edition of The Occasional Newsletter.**
19. **Matters for Information - please advise the Clerk of items 72 hours prior to the meeting**

*All persons attending meetings are requested to turn mobile phones, pagers and similar calling devices to silent so as not to cause a disturbance during meetings. The Chairman may approve an exception to this request in special circumstances.*

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, gender reassignment, sexual orientation, marital status, religion & belief, pregnancy & maternity and disability) Crime and Disorder, Health & Safety and Human Rights.*