

Odstock Parish Council

Dear Councillor,

You are hereby summonsed to attend the annual meeting of Odstock Parish Council to be held **after** the Annual Parish meeting starting at **7:00pm** on Thursday, **9 May 2013** in The Barker Room, Nunton.

Yours faithfully, R P Parsons - Parish Clerk - Tel: 01794 341405 - www.sp5.org/odstock/opc/

Prior to the commencement of the Annual PC meeting, the Annual Parish Meeting will be held.

A Parish Meeting may, by law, discuss all parish affairs and pass resolutions about them.

AGENDA published on 5 May

- 1: Election of **a)** Chairman and **b)** Vice-Chairman. **c)** Declarations of acceptance of office.
- 2: To receive and consider acceptance of apologies for absence.
- 3: To consider and select two candidates for co-option to the Office of Odstock Parish Councillor.
- 4: To receive any Declarations of **a)** Personal Interest, or **b)** Personal and Prejudicial Interest.
- 5: To confirm procedures for delegating Odstock PC's statutory functions. LGA 72 s.101 refers.
- 6: **Meeting Dates:** 5 September, 5 December, 6 February 2014 and 8 May for the Annual meetings.
- 7: To approve Minutes of the Ordinary Council meetings held on 6 December 2012 and 7 February 2013.
- 8: **Nunton Field:** To consider matters as follows: **a)** A Management Sub-Committee report to include:
b) Grass Cutting contract for 2013-14. **c)** Pavilion conditions of use. **d)** Play Area Safety Inspection.
- 9: **Community Initiatives:** **a)** To receive a report from the Radnor Hall Committee.
b) **Odstock Recreation Field** – Progress report on the proposed Play Area.
c) **Jubilee Gardens** – To review progress with the riverbank maintenance project.
- 10: **Transport, Roads and Footpaths:** **a)** Wiltshire Council's Parish Steward/Parish Co-ordinator's report.
b) To discuss the setting up of Community Speedwatch. **c)** Community Area Transport Group Projects.
d) To review progress with footpath kissing gates and consider the production of a Parish Footpath Guide.
- 11: **Planning:** To review the schedule of planning applications dated 3 May.
- 12: **Reports & Correspondence:** **a)** Wiltshire Council. **b)** Local Area Board. **c)** Police. **d)** WALC.
e) Local Agenda 21. **f)** Community First. **g)** Cranbourne Chase & West Wilts Downs AONB Forum.
- 13: **Finance:** **a)** To consider the renewal of the PC's Insurance Policy with Zurich Municipal for £447.18p.
b) To confirm membership of the Wiltshire Association of Local Councils for 2013/14 at £194.84p.
c) To review and agree a budget for 2013/2014 including a Chairman's allowance of £100.
d) To approve the accounts for y/e 31 March 2013 and the governance statements in the Annual Return.
e) To confirm and authorise for payment a schedule of accounts dated 9 May.
- 14: **a)** **AOB** – for information only. **b)** To confirm 5 September as the date of the next Ordinary OPC meeting.

**This Meeting of ODSTOCK PARISH COUNCIL is on
THURSDAY, 9 MAY 2013
ALL ARE WELCOME TO ATTEND**