Clyffe Pypard and Bushton Parish Council

All enquiries to Parish Clerk email: clerk@clyffepypardbushton.org.uk

Annual Parish Council Meeting on Wednesday 14th May 2025 7.00pm

Dear Councillors

I hereby give notice that a meeting of Clyffe Pypard and Bushton Parish Council will take place on Wednesday 14th May 2025 at 7.00pm at the village hall. All members of the Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting set out hereunder.
Peter Gantlett – Clerk clerk@clyffepypardbushton.org.uk

AGENDA

Councillors to sign declaration of acceptance

Chairman's Report of year 2024-25

1 ADMINISTRATION

1.1 Election of Chairman and signing declaration of acceptance

1.2 Election of Vice Chairman and signing declaration of acceptance

1.3 Apologies for absence

1.4 Declarations of Interest

1.5 Minutes of the meeting held Jan. 20th and Minutes of extradentary meeting held April 28th

1.6 Dates of Meetings May 2025- March 2026 see attached

1.7 Roles & Responsibilities see attached

1.8 New Councillors Training, email accounts

1.9 Recruitment of clerk

1.10 Review Asset Register (see attached) inc. proposal to gift sound system and hut to village hall.

1.11 Review of Standing Orders, agree working group to review.

2. Receipt of Public Questions members of the public are very welcome to attend and ask questions or make comments on items on the agenda.

3. Finance

3.1 Accounts

3.2 Internal Audit: appoint auditor for year 2024/2025

3.3 Audit 2024/25 Approve and sign Annual Governance Statement

3.4 Audit 2024/25 Approve and sign Annual Accounting Statement

3.5 Audit 2024/25 Approve and sign Certificate of Exemption

3.6 Budget; Bank reconciliation;

3.7 Review of financial regulations; agree working group to review.

3.8 Approve Payments; WALC £128.23 invoice attached

4.Village Hall report from parish council rep on VHMC. Item 2025/09 from Jan. 20th meeting minutes

5. Roads, footpaths, parish steward item 2025/10 a) mud on roads from Jan. 20th meeting minutes

6. Planning Applications Planning Application: PL/2025/02441
Consultation period extended

7. Report from Wiltshire Councillor

8. Correspondence

9. Councillor's observations

Date of next meeting June 25th