



## **Tisbury Parish Council - Notice of Meeting & Agenda**

**All Councillors are hereby summoned to attend the  
Annual Meeting of the Parish Council on  
Tuesday 18<sup>th</sup> June 2024 at 7.00 pm**

**11/06/2024**

### **Notes:**

- a. The meeting will be held in the Reading Room, High Street, SP3 6LD
- b. Agenda papers will be available on the Tisbury PC website:  
[www.tisbury-wiltshire-pc.gov.uk](http://www.tisbury-wiltshire-pc.gov.uk)
- c. The Chairman will confirm if any part of the meeting may not be filmed, photographed, or audio recorded. If any member of the public has an objection to being filmed, photographed or audio recorded, please would they make themselves known to the Chairman or the Parish Clerk before the start of the meeting.

Residents may also join the meeting virtually by using the link below:  
Google Meet Video call link: [/https://meet.google.com/ajg-yemn-uab](https://meet.google.com/ajg-yemn-uab)  
The link will become active at c.6:50pm.

### **Questions or Statements**

A short period of time will be set aside prior to the start of the meeting for questions or statements from members of the public on any matters concerning the village; each person speaking for no longer than 3 minutes.

Please note that any question requiring an answer which needs to be researched will be noted and included on the agenda for the following meeting.

Statements will be noted at the meeting, but no discussion will take place unless the topic is on the agenda; any discussion will take place during the agenda item.

### **Report from Wiltshire Councillor Richard Budden**

## AGENDA

### 29.24 Apologies

To receive apologies for absence.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

### 30.24 Declarations of Interest:

Any Councillor wishing to declare interests should do so at this point:

- a. Declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests.
- b. Declarations of disclosable pecuniary and non-pecuniary interests not previously declared in the Register of Interests.
- c. Dispensations: if required.

### 31.24 Resolution of Minutes - [see document](#)

To approve the Minutes of the Annual Meeting held on Tuesday 7<sup>th</sup> May 2024.

### 32.24 Planning and Tree Works Applications ([with response date deadlines](#))

**PL/2024/04644 Portland House, 16 Lady Down View, Tisbury** - Remove glass wall and roof of existing garden room, replacing them with a stone wall and tiled roof in keeping with the rest of the house ([28/06/2024](#))

### 33.24 Planning Application Decisions

To note the decisions on recent applications.

### 34.24 Tisbury and West Tisbury Neighbourhood Plan

To consider a proposal from Councillor Murray that Tisbury Parish Council authorises the Tisbury and West Tisbury Neighbourhood Plan Group to submit Tisplan 2 for consideration by Wiltshire Council under the Regulation 15 stage of the process.

### 35.24 Finance & Governance - [see documents](#)

#### a. Internal Auditor's Report

To receive and note the Internal Auditor's Report from IAC Audit & Consultancy Ltd and to confirm the actions to be taken.

#### b. Annual Governance Statement

To consider and resolve to approve the Annual Governance Statement contained within the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2024 for submission to the Parish Council's External Auditors.

#### c. Accounting Statements

- i. To consider and resolve to approve the Accounting Statements contained within the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2024 for submission to the Parish Council's External Auditors;

- ii. To confirm the Re-Statement of Box 9 - the Total Fixed Assets Plus Long-Term Investments as at 31<sup>st</sup> May 2023 - as £209,473.
- iii. To approve the Explanation of Variances.

**d. Exercise of Public Rights**

To confirm the dates from Monday 24<sup>th</sup> June to Friday 2<sup>nd</sup> August 2024 as the period for the exercise of public rights for the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2024.

**36.24 Small Grants Scheme Applications**

- i. To approve the payment of the small grant applications received from the following organisations and agreed at the Annual Parish Meeting:
  - a. St John's Church** - for maintenance of village clock - £300
  - b. Tisbury Carnival** – a contribution towards the event insurance - £300
  - c. Tisbus** – a contribution towards a new minibus with tail lift - £300
  - d. Sacred Heart Church, Tisbury** – a contribution towards improvements to the Parish Rooms - £300
  - e. TisTalk** – a contribution towards subscriptions to their web-platform, audio editing software and the printing of promotional leaflets - £300.
- ii. To consider further applications for small grants from:
  - a. Tisbury History Group** – a contribution towards the storage of the Tisbury archives - £300.
  - b. Tisbury Memory Group** – a contribution towards activities for the Group - £300

**37.24 Coffee Angels at the Nadder Centre - [see document](#)**

To consider a report from the Clerk and a proposal from Councillors Beattie and Davison to extend the Council's partial temporary funding of an on-site Coffee Concession at the Nadder Centre for a further period.

**38.24 Finance - June Financial Information - [see documents](#)**

- a.** Retrospective approval of payments made from 01/05/2024 to 31/05/2024.
- b.** Approval of June Faster Payment transactions.

**39.24 Asset Register - [see document](#)**

To agree a revision to the Parish Council's Asset Register and Inventory of Land for 2024/2025 with the removal of the Zip Wire (Aerial Cableway and Platform) in the Lower Recreation Ground valued at £6,944 following its partial removal.

**40.24 Local Highway and Footway Improvement Group Request**

To approve the submission of a request to replace the broken street name sign at Beckford Close to Wiltshire Council's Local Highway and Footway Improvement Group and to approve a 25 percent contribution from the Parish Council towards the cost of replacing it.

#### **41.24 Memorial Plaque on the ‘Happy to Chat’ Bench**

To consider a request from a resident to place a memorial plaque in memory of Will Erdmann, a well-known resident, on the bench in The Avenue which is due to be refurbished.

#### **42.24 Environment Committee - [see documents](#)**

- a. To receive a report from Councillor Buck on the recent meetings.
- b. To consider a recommendation from the Committee that Mr Dave Godden be commissioned to provide a summer fruit tree pruning workshop at the Community Orchard at the cost of £50 and that this sum be offset by any funding received from the Tree Council.
- c. To consider a recommendation from the Committee that a break/screen be created between the skatepark and the Community Orchard and that a grant application be submitted to the Coronation Living Heritage Fund for a group of trees and two fruit trees on M25 rootstock to replace existing poor specimen fruit trees in the orchard.
- d. To make a recommendation to the Parish Council that an application for funding be made to the Cranborne Chase National Landscape for a bench at both the rain garden and the Community Orchard.
- e. To note the Minutes of the meetings held on 19<sup>th</sup> March and 16<sup>th</sup> April 2024.

#### **43.24 Representative Reports**

**Nadder Centre:** To receive a report from Councillor Beattie on a recent meeting with representatives of the Nadder Centre.

**Tis the Season:** To receive a report update from Councillor Mason on a recent meeting to discuss the new Christmas event in the High Street.

**Tisbury Memory Group:** To receive a report from Councillor Errington on a recent meeting of the Steering Group.

**D-Day Commemorative Event:** To receive a report from Councillor Buck.

#### **44.24 Items for Information - [see document](#)**

Clerk's report providing information on agenda items, recent issues and work completed.

#### **45.24 Items for next meeting:**

Emergency Plan

#### **46.24 Date of next meeting:**

To approve the date of the next meeting as Tuesday 2<sup>nd</sup> July 2024 at 7 pm at the Reading Room, High Street, Tisbury.

#### **47.24 Exclusion of the Public and Press – Staffing Matters**

A resolution to be made that under the Public Bodies (Admission to meetings) Act 1960 (as extended by s.100 of the LGA 1972), the public press be excluded from the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part I of Schedule 12A of the LGA 1972.

- a.** To ratify the Clerk's emergency expenditure, agreed following a meeting of the Staffing Committee, to contract WorkNest to provide professional HR support at a cost of £1,250.
- b.** To agree a sum to be allocated from general reserves to address short-term business continuity matters and to ensure the continued provision of the Council's services.
- c.** To approve a 3-month temporary contract for an employee to provide additional business continuity cover for the cleaning of the public toilets.
- d.** To confirm an additional salary award level for the Clerk from 1<sup>st</sup> April 2024 in accordance with her contract and following a satisfactory appraisal.