



# Horningsham Parish Council

9 Beech Grove, Warminster, Wiltshire, BA12 0AB Tel: 01985 213436  
Chair: Councillor Elizabeth Glover Clerk: Mrs. Sarah Jeffries PSLCC CertHE

## Minutes of the meeting of Horningsham Parish Council on Thursday 27<sup>th</sup> of June 2024 at 7.00pm.

**Present:** Councillor's, Elizabeth Glover, George Williamson, Stephen Crossman, Ken Windess, John Radley, Matt Simpson and Annemarie Green.

**In attendance in person:** Parish Clerk Mrs. Sarah Jeffries PSLCC.

Public Question Time [Public Bodies \(admissions to meetings\) Act 1960 s 1](#) extended by the [LG Act 972 s 100](#).

No public were present.

Unitary Councillor Bill Parks reported that it has been quite busy at Wiltshire Council with the election's preparation. He hopes that the Wiltshire Council Team can get back to normal after Purdah and the elections on the 4<sup>th</sup> of July 2024.

A road traffic incident with a motorbike that had occurred in Horningsham was mentioned, Unitary Councillor Bill Parks mentioned that the data from it will be created with the police analysed and shared with relevant agencies. There is data published on the internet regarding incidents on specific roads.

Unitary Councillor Bill Parks asked if the metro count had been requested the Clerk clarified that it was in the system.

### **24/057 Acceptance of apologies for absence**

[Schedule 12 of the Local Government Act 1972](#) requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under [Section 85\(1\) of the Local Government Act 1972](#), members present must decide whether the reason(s) for a member's absence are accepted.

**Resolved:** Councillor Paul Jones has sent his apologies. Councils resolved his reason for absence. Councillor Steven Seals sent his apologies, but no reason had been given. Council resolved his absence. Councillor Amy Grafton-Mitchell sent her apologies. The Council accepted her reason for absence.

#### **24/058 Dispensations**

**Resolved:** none requested.

**24/059 Declarations of interest, members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities (Disclosable Pecuniary Interests) Regulation 2012 (SI 2012/1464) (NB this does not preclude any later declarations)**

**Resolved:** none given.

**24/0560 Exclusion of the Press and Public Standing Order #1c** The Parish Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

**Resolved:** not required.

**24/061 To receive and sign the minutes of the Full Council meeting held on Thursday 30<sup>th</sup> of May 2024 (Previously circulated) LGA 1972 Sch 12 para 41(1).**

**Resolved:** That they were a true record of the meetings decisions. Proposed Councillor George Williamson. Seconded Councillor Matt Simpson.

#### **24/062 Chairman's announcements**

**Resolved:** noted none to give.

#### **24/063 Planning**

##### **Planning Applications**

**Application No:** PL/2024/05191

**Application Type:** Notification of proposed works to trees in a conservation area.

**Proposal:** T1 Beech - Monolith to 8m to match nearby monolith.

**Site Address:** Lane opposite Horningsham Village Hall, off Water Lane, Horningsham, Wiltshire.

**Resolved:** Supported.

***There were no decisions made by Wiltshire Council to be reported back to the Parish Council.***

*(In planning matters the Council acts as a consultee of the principal authority. The principal authority being the deciding body for planning applications)*

#### **24/064 Parish Steward**

**Resolved:** agreed for the Parish Stewards next visit on the 23<sup>rd</sup> of July 2024.

It was requested if the Parish Steward could weed kill from the Village Hall up to the School, along all of the footpaths. It was also asked if he could spray around the War Memorial area.

Ragwort was reported in several areas, it was agreed that Councillors would act. It was noted that gloves will be needed as the plant is an irritant and it will need to be removed from the sites and bagged.

It was agreed that the Parish Steward be asked to trim around the road signs as the vegetation has grown around them and also asked to remove the excess sediment from the road at the bottom of Church Hill on the corner at the bottom next to the footpath on the right. Councillor Stephen Crossman informed Council that he had reported the water leak which has caused the sediment issue.

### **Grounds Maintenance Contractor**

Hedge past town well past the Alms Houses through to Councillor Steve Seals property is over the footpath. Unitary Councillor Bill Parks agreed to check and advise on whom may be responsible for the hedge on the footpath side and report back to the Clerk, if it was not the Highways responsibility the Clerk was instructed to contact the Contractor.

### **24/065 Longleat Estate**

**Resolved:** it would be appreciated if they could attend the Parish Council meeting in March, to let the Parish Council know what is happening over the summer months and if they could attend in September at the end of the season, the Longleat Estate Team would be most welcome to attend any meeting held.

### **24/066 Rights of Way Update and Volunteer Project [Highways Act 1980 ss43,50](#)**

**Resolved:** Councillor Matt Simpsons reported he had not had time to act on this item since the last meeting, but he would feedback at the next meeting from a parishioner he will approach regarding the setting up of a below Countryside group as they have a group of volunteers.

### **Wiltshire Council advice on setting up Countryside groups.**

Wiltshire's public rights of way network is a vital asset for the county and extends over 3,800 miles. The network is used by people of all ages for things like exercise, getting to schools, shops and other facilities or exploring Wiltshire's countryside. It is impossible for Wiltshire Council to

keep up with everything that needs doing so urgent or high value tasks are prioritised. We have

many volunteers who generously offer their time to take on tasks the council cannot, sorting problems and looking after their local paths for the enjoyment of local residents and visitors. The

rights of way team can provide support, inspiration, and advice to these volunteer groups. Some of

Wiltshire Council's Area Boards also support the rights of way network by providing funding for upgrades.

This toolkit sets out how people with an interest in their local paths can get involved, including:

- How to gather support from like-minded residents and community groups.
- Practical advice to start a local group and keep the momentum going.
- Key contacts that can help with advice, funding, and local information.

There are lots of local communities can do to help improve and maintain Wiltshire's rights of way. We hope this guide will inspire and equip you to work with us in our beautiful countryside.

See link to the information pages and document toolkit. [Rights of way - Wiltshire Council](#)

## **24/067 Assets Maintenance Plan 2024**

### **Noticeboard**

**Resolved:** following much debate, it was agreed by Councillor Ken Windess, that he would take the required action and see how this mitigated the issue. It would be discussed further as to whether the notice would need to be moved from its site at present following monitoring of the situation.

The Clerk advised that the Parish Council that the notice board was sited with the agreement that the school who could share its use, and that it did not own any land to re-site the noticeboard too. That a site would need to be approved by whole Council and permissions would need to be had from any site before an agreement to move it could be made.

## **24/068 Village Hall**

**Resolved:** it was agreed to place the football posts in sockets, and it would be placed at the end of the recreational area facing the village hall outside the cricket field boundary. Councillor John Radley acknowledge the area had been used before and he will action the placement of the sockets. It was agreed to use the old posts and see if younger children enough use it, it was agreed a set of youth sized five aside mobile football posts would be considered within the next Civic year's budget discussions.

## **24/069 Defibrillator [Public Health Act s145](#)**

**Resolved:** Councillor Ken Windess had confirmed he has actioned the Defibrillator checks but has not had notification back from the GWAS regarding his email confirming this action had been taken.

## **24/070 Health & Safety Report**

### **BT Phone Boxes & Assets**

**Resolved:** Councillor Stephen Crossman reported on the Health and Safety of the Councils Assets. He reported that the Bench seat has been removed and disposed of at Mill Farm.

He also reported that he had delivered the hard copy check Health and Safety sheets to the Clerk. The Clerk reported that no sheets had been received, it was found following further discussions that they had been delivered to the incorrect property.

It was agreed that Councillor Stephen Crossman purchase four pieces of angle iron eighteen inches long and 4 bags of post Crete for the fixing of the new bench seat.

### **24/071 Play Area Health & Safety**

**Resolved:** Councillor John Radley reported that he had no issues to report from the routine checked actioned to date. He had been pleased to see it was used a lot during the recent village fayre.

### **24/072 Teenage Recreational Provision Local Government (Miscellaneous Provisions Act 1976, s19)**

**Resolved:** Contractor A was agreed. The Clerk was instructed to ask that the cost of the skip be removed from the quote as any soil/debris from the digging can be placed on site. Councillor John Radley to project manage the contractor. Proposed Councillor Matt Simpson Seconded Councillor George Williamson. Clerk to award the contract.

### **24/073 Best Kept Village Competition**

**Resolved:** Clerk reported that Warminster journal advertised Horningsham third when it was second. Clerk to write to journal for a correction. Councillor Annemarie Green reported that the Horningsham Residents Action group are drafting a leaflet/map of the Community, and this may be useful for next year's event.

### **CPRE Wiltshire Best Kept Village Competition 2024 - First Round Results**

MEDIUM VILLAGES		
<b>Sutton Veny</b>	79	1 <sup>st</sup>
Heytesbury	78	2 <sup>nd</sup> =
Horningsham	78	2 <sup>nd</sup> =

### **Report received from the Judges.**

Horningsham is a delightful little village with many attractive aspects to it. We thought the general standard of appearance of the hedges and verges was good, accepting the difficulties of narrow roads and parked vehicles around the green. we noted that there have been problems with the maintenance of some of the houses in the village due to the turnover of tenants, but overall, the appearance was good.

We can understand the problems of maintenance of the churchyard due to the steep slope, but it was kept to an acceptable standard. The village hall was looking in very good order and appeared to have been repainted in recent years. It is a most attractive building and is evidently a well-used and valuable asset to the village.

The playing field was full of tents and other preparations for the village fete, and it was good to see so much village participation and enthusiasm. We were told there was a cricket club and a weekly luncheon club which are based at the hall. It is understood that with so many changes with the residents it must be difficult to keep some organisations going but it is good to see that an effort is made to keep community spirit going.

The school is attractive and seems well maintained with a pretty garden at the front.

The pub is an attractive asset to the village and is beautifully kept. It does bring in customers from further afield which probably brings some parking problems, but we admired the green outside the pub, and it was free from any litter.

We visited the war memorial and thought it could do with a little tidy up as there were weeds growing at the base. The conservation area round it looked rather overgrown and perhaps a little too given over to nature - we did look but never actually found the pond.

We did not find the map very helpful, and some clearer directions would have been appreciated.

Overall, we enjoyed our visit to your beautiful little village.

**Councillor Matt Simpson left the room at 8.14pm to speak with Unitary Councillor Bill Parks who had left at this point.**

#### **24/074 Asset Register Review**

**Resolved:** approved the Asset Register with the new bench seat added.

**Councillor Matt Simpson re-entered the meeting at 8.17pm**

#### **24/075 Year End Budget update**

**Resolved:** noted the report the Clerk gave.

#### **24/076 Consider the Annual Internal Audit Report 2024/2025 Year End Accounts**

**Resolved:** noted and approved the report from the Internal Auditor and resolved the Audit report with the Clerk asking that the date for the Insurance policy be corrected.

#### **Conclusion of the Internal Audit Report**

We advise that, based on the work undertaken this year, the Council continues to maintain adequate and effective internal control arrangements. A consistently high standard of service provision has been maintained at all times. Resultantly, we have no recommendations for improvements or best practice in this report.

Once again, we commend the Clerk/RFO, both for her continued professional management & administration of the Councils Finance, and modified governance functions.

The manner in which the Councils Financial records and governance documentation for review during the Internal Audit for the financial year was exemplary making the Internal Audit process as straightforward as possible.

We ask members consider the content of the report and acknowledge that the report has been formally reviewed and adopted by the Council.

## **24/077 Section 1 Approve Annual Governance Statement**

**Resolved:** unanimous yes to all of the below questions put.

### **1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.**

Yes means.

Prepared its accounting statements in accordance with the Accounts and Audit Regulations.

### **2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.**

Yes means.

Agreed made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.

### **3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.**

Yes means.

Has only done what it has the legal power to do and has complied with Proper Practices in doing so.

### **4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.**

Yes means.

During the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.

### **5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.**

Yes means.

Considered and documented the financial and other risks it faces and dealt with them properly.

### **6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.**

Yes means.

Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.

**7. We took appropriate action on all matters raised in reports from internal and external audit.**

Yes means.

Responded to matters brought to its attention by internal and external audit.

**8. We considered whether any litigation, liabilities or commitments, events, or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.**

Yes means.

Disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.

**9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee, we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.**

Council noted that this item was not relevant and so the Clerk/ Responsible Finance Officers recommendation that box N/A is ticked was actioned.

**24/078 Section 2 Certify the Accounting Statements 2023/2024 - Annual Year End Accounts**

**Resolved:** certified and approved the Accounts.

**24/079 Signing the AGAR**

**Resolved:** witnessed the signing of the AGAR by the Chairman & Clerk/Responsible Finance Officer.

**24/080 Approve the Dates for the Public to Exercise their Rights.**

**Resolved:** noted that the External Auditor states that thirty working days be set as the dates to be advertised, the Clerks recommendation that the notice was set on the noticeboard as the 28<sup>th</sup> of June 2024 to the 9<sup>th</sup> of August 2024 was agreed. Clerk was asked to explore a post office box number for Council documentation. To be sent to rather than the Clerks private address. The Clerk to come back with costs for the September meeting.

**24/081 Publish the Audit on the Website**

**Resolved:** confirmed the publishing of the Audit on the Website when the correction had been actioned on the report regarding the Insurance date.

**24/082 Agree how to cover the operational tasks of the Clerk during her three-week absence from 8th July 2024 to 2nd August 2024.**

**Resolved:** that the Clerk switch off the laptop during the agreed holiday dates and that an out of office notice be actioned for all emails received.



## **24/083 The Common**

**Resolved:** it was agreed that whole Council would meet to discuss the Common as a Working group and research the below issues highlighted. Councillor Annemarie Green would produce a report for each item for the Clerk to add to the September Agenda for discussion as to the way forward formally. Councillor Elizabeth Glover to arrange the meeting dates, times and place.

1. Who owns what and who has responsibility for what?
2. Verge conservation
3. Car parking for residents
4. Car parking for the pub
5. Additional car parking space
6. Please do not park on the grass signs
7. Low rail fencing
8. Tree succession planting
9. Ash Die Back
10. The Holy Oak
11. Sapling retention
12. Fruit trees
13. Orchard
14. Christmas
15. Bulb planting
16. Foot access
17. Bramble and nettle control
18. Water direction
19. Identify Potential Resources

## **24/084 Approval and signing of Parish Accounts for the month of May 2024 Internal Audit Accounts & Audit Regulations 2003 reg 2.**

**Resolved:** approved and signed the accounts. The balance for the Account on the 31<sup>st</sup> of May 2024 was noted as £17,044.67.

## **24/085 Payments LGA 1972 s150 (5)**

**Resolved:** reviewed and approved the items of expenditure listed below:

### **Retrospectively**

Wage's 12<sup>th</sup> of June LGA 1972 s111 £540.80

Bank charges LGA 1972 s111 £18.00.

Country Wide Grounds Maintenance 575109 Public Health Act 1875 £1,060.38

### **Payments**

Travelling LGA 1972 s111 £14.46

Heat & Light June 20204 LGA 1972 s111 £20.66

Cloudy IT Group INV-03819 LGA 1972 s111 £119.30

Auditing Solutions Ltd LGA 1972 s111 £ 210.00

### **Multi Pay Card**

Unity Trust Multi Pay Card Fee LGA 1972 s111 SO £3.00

1 & 1 IONUS Website LGA 1972 s111 £20.39

1 & 1 IONUS New Website LGA 1972 s111 £1.20

### **Receipts: To note receipt of income**

None received.

**Payments** £364.42

**Multi Pay Card** £24.59

**Retrospectively** £564.00

**Income** £0.00

**Total** £953.01

## **24/086 Online Payments**

**Resolved:** Councillor George Williamson and Councillor Paul Jones action the online payments between now and the next meeting date in September 2024.

## **24/087 Meetings for Councillors to consider attending.**

**Resolved:** noted that at the time of compiling the agenda there were no meetings to advice Council of.

## **24/088 Correspondence received.**

### **Mobile Police Station**

**Resolved:** agreed at the village hall on the luncheon club date of the 26<sup>th</sup> of September 2024 would be suitable. It was agreed that Councillor Annemarie Green contact the Village Hall Committee for approval for the visit and for where the mobile Police station is to be sited during the visit. The Clerk was instructed to advertise the event in the Horningsham news and on the Community Facebook pages when confirmed.

### **Booklets and Brochures on the below list were also received.**

No hard copy communications have been received.

**All the below email correspondence received by the Clerk has been emailed to Councillors.**

FW: Planning Portal weekly news - 16 May 2024  
FW: Cranborne Chase National Landscape - Vacancy  
Horningsham Annual Parish Meeting  
Latest news: Investment in our highways, CCTV to stop littering, new construction method for affordable homes and more.  
FW: Wiltshire Police taken out of 'special measures'  
FW: 📅 NALC Events  
Parish Representatives  
Nominations for Chairman and Vice Chairman  
FW: Latest travel and transport news in Wiltshire  
Horningsham Parish Council Annual Parish Council Meeting  
FW: 📰 NALC Newsletter  
FW: Waste and recycling news - May 2024  
FW: Briefing Note 24-11 Management of Council business and publicity during the pre-election period  
FW: WALC - May 2024 Newsletter  
FW: Town and Parish Council update  
FW: Visit Wiltshire Partner Newsletter - May 2024  
FW: Home Upgrade Grant – check if you're eligible.  
FW: Volunteers Week, The Big Help Out & More!  
FW: WALC Executive Committee Minutes from April 29<sup>th</sup>  
FW: News and Views. issue 5  
FW: Latest news: General Election 2024, no change to waste collection on bank holiday Monday, Wiltshire Summer Arts Programme and more  
FW: Planning Portal weekly news - 23 May 2024  
FW: Starting Secondary Courses - Warminster and Westbury 2024  
FW: More street wardens funded to help tackle violence against women and girls across Wiltshire.  
FW: 👤 Chief Executive's Bulletin  
FW: Message To Parish Councils in Wiltshire & Swindon  
FW: Urgent review into more than 3,500 Clare's Law disclosures completed.  
FW: Organisations can now apply for funding to provide youth work in Swindon.  
FW: Groundwork May Newsletter - Go Green for Groundwork, New to Nature Celebration Event, Opportunities, Get Involved and more!  
FW: Briefing Note 24-10, Local Development Order consultation- Revamp Your Tank scheme.  
FW: Frome Matters  
FW: 👤 Chief Executive's Bulletin  
FW: Southern Policing Hub takes a further step forward.  
FW: FTC Planning Meeting - 06.06.24  
Latest news: All you need to know for the general election, time to renew your garden waste subscription, investment to prevent flooding and more.  
FW: Briefing Note 24-12, Local Nature Recovery Strategy  
FW: General Election 2024  
FW: LNRS Newsletter – May 2024  
Draft unapproved minutes from the 30th of May 2024 Electors meeting.

FW: Welcome to the Parish Council Team  
Draft unapproved Minutes 30th May 2024  
FW: 👤 Chief Executive's Bulletin  
FW: From the PCC's desk - Keeping Councillors Informed  
FW: 📄 NALC Newsletter  
FW: Grounds Maintenance Visit warning  
FW: 🎉 Celebrate Chase & Chalke 🎟 Tickets Available NOW  
FW: 📅 NALC Events  
FW: Planning Portal weekly news - 6 June 2024  
Latest news: We've issued our largest FPN for fly-tipping, significant investment to improve planning service, could you become a volunteer and more.  
FW: Defra's Property Flood Resilience (PFR) Repair Grant Scheme – Storm Babet (Oct 2023) & Storm Henk (Jan 2024) June Update  
FW: Launch of Book on the Kingtons  
FW: Town and Parish Council Forum reminder  
FW: Celebrate Chase & Chalke Event - 24th July 2024  
FW: Addressing LGBTQ+ Housing Discrimination: Support and Resources Available  
FW: Latest news and advice for businesses  
FW: 📅 NALC Events  
FW: Frome Matters  
Groundwork June Newsletter - Go Green for Groundwork, Last chance to apply for VCSE funding, Opportunities, Get Involved and more!  
Lane opposite Horningsham Village Hall, off Water Lane, Horningsham, Wiltshire: Consultation - PL/2024/05191  
FW: CPRE Wiltshire Best Kept Village Competition 2024 - First Round Results  
FW: General election update  
Subject: Background Information on My Knowledge, Training, and Education  
FW: General Election - deadline to register is next week.  
FW: PCC visits organisation supporting victims of domestic abuse after awarding grant.  
Latest news: General election update, new events app, update on Trowbridge leisure centre and more  
FW: Planning Portal weekly news - 13 June 2024  
FW: Briefing Note 24-13: Housing Land Supply and Housing Delivery Test  
FW: The Autumn Fair Final Speakers  
FW: 📄 NALC Newsletter  
FW: June News from Cranborne Chase National Landscape  
FW: General election questions answered.  
FW: Latest travel and transport news in Wiltshire  
FW: Visit Wiltshire Partner Newsletter - June 2024  
FW: 📅 NALC events  
FW: Grounds Maintenance Visit warning  
FW: Briefing Note 24-14: Solar Together, Scheme 3

## **24/089 Clerks Report**

**Resolved:** noted that at the time of producing the Agenda the Clerk had no additional items to report.

**24/090 Parish Clerks Delegated Powers LGA 1972 s101.**

**Resolved:** noted that at the time of completing the Agenda the Clerk had not used any delegation.

**24/091 Notice of items to be taken into consideration at the next meeting.**

**Resolved:** the below list:

Co-option

Bulb Planting Project next phase

Community Emergency Plan update

Budget Preparations Council to agree its objectives for next year's 2025/2026 Budget.  
Annual Parish Newsletter – Creating a Newsletter which could be circulated to parishioners.

Internal Audit check by Councillor Matt Simpsons

BT Phone Box - art trail, art installation etc. Matt Simpson to make contact with the organiser of the art trail and report back to Council.

Agendas format and information provided within them, Minutes format and an easier to understand narrative.

Councillors noted that if they have been approached by parishioners with an issue/item for Council to investigate, please could Councillors complete an Agenda item reporting form and send it to the Clerk within six clear days of the next meeting. If Councillors wish motions to be included on the next Agenda, they need to be sent to the Clerk before the 3<sup>rd</sup> of September 2024 as per Standing Orders). See below:

Standing Orders 9. Motions for a meeting that require written notice to be given to the Proper Officer

A. A motion shall relate to the responsibilities of the meeting for which it is tabled and, in any event, shall relate to the performance of the Council's statutory functions, powers and obligations or an issue which specifically affects the Council's area or its residents.

B. No motion may be moved at a meeting unless it is on the agenda and the mover has given written notice of its wording to the Proper Officer at least (6) clear days before the meeting. Clear days do not include the day of the notice or the day of the meeting.

C. The Proper Officer may, before including a motion on the agenda received in accordance with standing order 9(b), correct obvious grammatical or typographical errors in the wording of the motion.

D. If the Proper Officer considers the wording of a motion received in accordance with standing order 9(b) is not clear in meaning, the motion shall be rejected until the mover of the motion resubmits it, so that it can be understood, in writing, to the Proper Officer at least (4) clear days before the meeting.

E. If the wording or subject of a proposed motion is considered improper, the Proper Officer shall consult with the chairman of the forthcoming meeting or, as the case may be, the councillors who have convened the meeting, to consider whether the motion shall be included in the agenda or rejected.

F. The decision of the Proper Officer as to whether or not to include the motion on the agenda shall be final.

**24/092 Items for Parish Newsletter & Notice Boards**

**Resolved:** the below for the Parish News & Notice Boards  
Draft unapproved Minutes  
Co-option Vacancy

**24/093 Date for the next Parish Council Meeting**

**Resolved:** that Thursday 12<sup>th</sup> September 2024 is the date of the next Parish Council Full Council meeting. It will start at 7.00pm. All are welcome to attend.

The meeting closed 9.14pm Signed..... Dated .....