

Membership: Councillors P Oakey (Chair), A Breach (Vice-Chair), J Anderson-Hill, A Howard-Evans.

You are duly summoned to attend Bulkington Parish Council General Meeting on **Wednesday 13th November 2024 at 7.30pm** to transact the following business at the location of the Bulkington Village Hall, Bulkington, Wiltshire.



T Hicks,
Parish Clerk & Responsible Financial Officer

AGENDA

No.	Item
1.	Apologies To receive and accept apologies for those unable to attend.
2.	Declarations of Interest To receive any declarations of interest under the Parish Council's Code of Conduct issued in accordance with the Localism Act 2011.
3.	Minutes of the previous meeting (i) To approve as a correct record the minutes of the Parish Council meeting held on 24 th October 2024. (ii) To note any matters arising from the minutes of the meeting held on 24 th October 2024.
Standing Orders will be suspended to allow for public participation	
4.	Public Participation (i) To enable members of the public to address the Council regarding an item on the agenda. (ii) To receive any petitions or deputations.
Standing Orders will be reinstated following public participation	
5.	Reports from: (i) To receive an update from the Unitary Councillor – Tamara Reay - sent via email. (ii) To receive the Chair's report. (iii) To receive the Clerk's report. (iv) To receive up to date external meetings schedule and to decide who will attend meetings.
6.	Matters arising from previous meetings: (i) To receive an update on the blocked ditches.
7.	Planning Matters to discuss: (a) To note the BPC Planning Schedule as at 1 st September 2024. (b) Any other any other applications received before the meeting.
8.	Maintenance to include items as below:- (i) To discuss and agree Parish Steward – Consideration of jobs for next visit. (ii) To discuss and agree Maintenance Log – for ongoing items. (iii) To receive update re 'Re-Elming Bulkington' by Great Western Community Forest.
9.	Finance (i) Payments for approval: a) Clerk's Salary November 24

	<div>b) Clerk’s PAYE November 24</div> <div>c) RBL donation £50</div> <div>(ii) To approve invoices/requests for payment received prior to the meeting.</div> <div>(iii) Monthly Management Accounts</div> <div>Members to receive the monthly financial report and bank reconciliation. See attached papers. A non-signatory member to sign the bank reconciliation and bank statements.</div>																																									
10.	Playground To receive an update on the playground maintenance.																																									
11.	Budget and Precept 2025-26 Members to review the second suggested draft of the draft budget for 2025-26. The baseline figures have not yet been received from Wiltshire Council. Members to instruct the Clerk for the final draft to be approved at the December meeting.																																									
12.	Governance <div>(i) To discuss Councillor vacancy.</div>																																									
13.	Meetings Planner for 2025 Members to approve meeting dates and action plan as follows:- <table><tr><th>2025</th><th>Work Required</th><th>Bank Holidays</th></tr><tr><td>8th January 2025</td><td><div><div>• Approve final budget.</div><div>• Precept demand to Wiltshire Council</div><div>• Clerk’s Appraisal\$</div></div></td><td>1st January 2025</td></tr><tr><td>12th February 2025</td><td></td><td></td></tr><tr><td>12th March 2025</td><td>Review election procedures</td><td></td></tr><tr><td>9th April 2025</td><td>Sign off accounts</td><td>18th April Good Friday 21st April Easter Monday</td></tr><tr><td>14th May 2025</td><td>Annual Parish Meeting Annual Parish Council Meeting – Appoint Chair & Vice-Chair</td><td>5th May Early May BH 26th May Spring BH</td></tr><tr><td>11th June 2025</td><td>Sign off AGAR</td><td></td></tr><tr><td>9th July 2025</td><td></td><td></td></tr><tr><td>No meeting in August</td><td></td><td>25th August</td></tr><tr><td>10th September 2025</td><td></td><td></td></tr><tr><td>8th October 2025</td><td>Budget prep</td><td></td></tr><tr><td>12th November 2025</td><td>Clerk’s salary review</td><td></td></tr><tr><td>10th December 2025</td><td>Sign off budget</td><td>25th December Christmas Day 26th December Boxing Day</td></tr></table>			2025	Work Required	Bank Holidays	8 th January 2025	<div><div>• Approve final budget.</div><div>• Precept demand to Wiltshire Council</div><div>• Clerk’s Appraisal\$</div></div>	1 st January 2025	12 th February 2025			12 th March 2025	Review election procedures		9 th April 2025	Sign off accounts	18 th April Good Friday 21 st April Easter Monday	14 th May 2025	Annual Parish Meeting Annual Parish Council Meeting – Appoint Chair & Vice-Chair	5 th May Early May BH 26 th May Spring BH	11 th June 2025	Sign off AGAR		9 th July 2025			No meeting in August		25 th August	10 th September 2025			8 th October 2025	Budget prep		12 th November 2025	Clerk’s salary review		10 th December 2025	Sign off budget	25 th December Christmas Day 26 th December Boxing Day
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14.	Clerk’s Salary The annual national pay award has now been announced and an increase in salary has taken place. This is to be backdated to 1 st April 2024. The new salary will come into effect from 1 st December 2024. For noting.																																									
15.	Correspondence Received Since Last Meeting <div>(i) Church grant request</div>																																									
16.	Confirmation of date of next meeting: Wednesday 11 th December 2024 @7.30pm																																									

For the public supporting documentation, please scan:

