



## Annual Meeting of the Parish Council

I hereby give you notice that the next meeting of Welford Parish Council is to be held on:

**Wednesday 1<sup>st</sup> May 2024 at 7:15pm** in Wickham Village Hall.

All members of the Council are hereby summoned to attend the Annual Parish Council meeting.

### AGENDA

- 1. To elect the Chairperson of Welford Parish Council**
- 2. To elect the Vice Chairperson of Welford Parish Council**
- 3. To complete the Acceptance of Office forms for both the Chairperson and Vice Chairperson**
- 4. To receive apologies for absence**
- 5. To receive any Declarations of Interest**  
Members are reminded they should declare any known interests in any matter to be considered.
- 6. To confirm and sign the minutes of the meeting held on 6<sup>th</sup> March 2024**
- 7. Matters Arising from the Minutes of the Meeting held on 6<sup>th</sup> March 2024**
  - 7.1 Speedwatch Campaign update**
- 8. Open Forum**  
To receive any questions, comments, or representations from the public. The meeting will be suspended for a maximum of 15 minutes. Each member of the public is limited to 5 minutes. No decisions can be made by the Council during public question time. After this period, the meeting will be resumed.
- 9. Reports**  
Chairs' Report  
Clerks' Report  
District Councillors' Report
- 10. Risk Assessment update** to review and agree the Risk Assessment
- 11. To discuss and approve the sub committees.**
- 12. To approve the appointment of the internal auditor.**
- 13. Dog Waste Contract** To approve taking the existing contract away from WBC and moving to Tactical Services.
- 14. Grant approvals.** To discuss and approve the following grant requests.
  - 14.1 Community Grant Support for Literacy, ABC to read.**
  - 14.2 War memorial.**

**15. Planning**

**15.1 Applications**

**24/00432/HOUSE Stapeley House, Hoe Benham** Timber post and infill panel extension to side of existing brick garage and conversion of garage to garden room. Extension to form garden store, gym and car port.

**24/00552/FUL** Welford Park, Welford. Conversion and extension of existing dilapidated cart shed to form a new estate office.

**24/00553/LBC** Welford Park, Welford. Conversion and extension of existing dilapidated cart shed to form a new estate office.

**24/00817/HOUSE** The Old Barn, Baydon Road, Wickham. 1st floor extension (above existing ground floor), associated internal and external alterations.

**15.2 Decisions**

**23/02364/FUL** Halfway Cottage, Bath Road, Halfway. Change of use from grazing paddock to a 42m x 22m all weather surface riding arena.

**16. Finance Payments and receipts**

**16.1 Payments Business Current Account**

02/04/2024	Wickham Village Hall - Hall hire	25
02/04/2024	P.C.C. WELFORD - Grass Cutting of Churchyard	600
02/04/2024	NO BUTTS BIN CO - Wickham Bench	612
02/04/2024	ANGELA BOYCE WAGES MARCH	495.87
02/04/2024	AMT SERVICES Inv 208 - Backboard fitting	30
02/04/2024	AMT SERVICES Inv 207 - Bench fitting	522
04/03/2024	Internal Transfer	1710.68
28/02/2024	ANGELA BOYCE WAGES FEBRUARY	443
26/01/2024	Wickham Village Hall - Hall hire	25

**16.2**

**Receipts Business Savings Account**

09/04/2024	INTEREST Received	4.24
11/03/2024	INTEREST Received	3.13
04/03/2024	Internal Transfer from	1710.68

**17. Annual Assembly update**

**18. Parish Plan update**

**19. To agree meeting dates for the year ahead**

Welford • Hoe Benham • Easton  

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*Welford Parish Council*  

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Weston • Wickham • Halfway

Welcome to Welford Parish Council, your local council representing your community. All meetings are open to the public. On rare occasions the Councillors can decide to exclude you for reasons of confidentiality. An example of this would be the opening of quotations for a specific project and the subsequent debate on commercial matters. You do not have the right to speak at this meeting unless invited to do so by the Council. Most Parish Councils enforce this rigidly; however, we try to ensure that the agenda normally includes an Open Forum of a maximum of 15 minutes where you are encouraged to bring matters to the attention of the Council. Each member of the public is limited to 5 minutes.

#### Open Forum

The Open Forum does not form part of the Parish Council meeting, will not be minuted and decisions cannot be reached by the Parish Council on subjects raised that are not the published agenda for the meeting. Therefore, any item you raise that is not on the agenda may need to be deferred to a later meeting at the Council's discretion. In that way it will become an agenda item and considered at a future date. The Chairperson of the Parish Council Meeting will direct the Open Forum.

#### Speaking on an Agenda Item

If you wish to speak on a specific agenda item, then:

1. You should make yourself known to the Clerk or to the Chairperson of the meeting, ideally before the meeting starts.
2. When the item on the agenda on which you wish to speak is reached the Chairperson may choose to invite the Council to suspend the meeting to allow you to speak. As the meeting is suspended at this point any comments made will not be minuted.
3. If the Council agrees then you can speak on the item which is concerning you. Please try to be brief: the Council has a lot to get through at most meetings. You have a maximum of 5 minutes.
4. Once you have made your points the Chairperson will ask the Councillors if they wish to ask you any questions and, if they do, you can reply to those questions.
5. The Chairperson will then resume the meeting and the Council will then debate the item. You do not have any right to speak during this debate. The only exception would be if a Councillor, through the Chair, wishes to put another question to you. Your Parish Council is there to represent you. Please make use of your Councillors

Clerk to the Council *Angela Boyce*. Dated 25<sup>th</sup> April 2024

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