

**You are hereby cordially summoned to the April Meeting of  
Westwood Parish Council to be held in the Parish Room, Farleigh  
Lane, Westwood on Monday 3<sup>rd</sup> April 2023 at 7.30pm**

**7.30pm – Public Participation.** Members of the public will be given the opportunity to make any representations that they wish the Parish Council to note immediately prior to the commencement of the Parish Council meeting.

**PARISH COUNCIL MEETING**

- 1. Apologies**
- 2. Declaration of Interests.**

Councillors to declare any interests.

- 3. Minutes of the Ordinary Parish Meeting held on 6<sup>th</sup> March 2023**

To agree and sign the minutes of the meeting as an accurate record.

- 4. Wiltshire Council Report**

To receive a report from Wiltshire Council, Cllr J Kidney

- 5. Matters Arising from previous meeting.**

- a. Proposals re Jones Hill/Cycle Way – Cllr Kidney to speak with BOA Town Council
- b. Westwood Update new arrangements – First issue published – **Action complete.**
- c. Purchase and location of Suitable Tree – Cllr Triggs to purchase (forward invoice to Clerk). Tree “Sorbus Lutescens” since purchased at a cost of £55. **Action complete.**
- d. Neighbourhood Plan – Cllr Bishop to advise current position.

- 6. Planning**

- a. To Review current applications, decide the comments to be sent to Wiltshire Council

PL/2023/01702 – 106B Cottles Green, Single storey rear extension replacing existing conservatory with associated alterations and alterations to existing garage – resubmission of PL/2022/08097

- b. To record decisions taken outside of PC Meetings - None
- c. To record WC decisions since March meeting None

- 7. Finance**

- a. To note the report from the Clerk on the current financial position, and to advise process for end of year accounts:
- b. (i) To approve funding for the repair of benches, estimated at £75

(ii) To approve incremental increase to Pay Scale 22 (an increase of 28p per hour) in accordance with employment contract.

b. To agree the payments to be made:

Clerk – Wages	£531.86 (includes proposed increase)
HMRC Tax	£132.96

Invoices Paid following agreement by e mail:

D Downes	£594.57
Parish Council Websites	£210.00

Invoices paid by Direct Debit:

E-On (Electric supply)	£30.22
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## **8. Cemetery**

a. To report on Interments/burials - Clerk

## **9. Play Area**

a. To provide an update on progress for the replacement play area equipment.

## **10. Park and Village Maintenance**

a. Council to allow biodiversity group to undertake a tidy up of the area of the grounds of the park building. (details circulated by e mail)

## **11. Correspondence**

a. To agree Grounds maintenance quote

## **12. Items for future Agenda**

## **13. Date and time of Next Meeting**

a. The date for the next meeting of the Parish Council is Tuesday 9<sup>th</sup> May 2023, and the Annual Parish Meeting on 10<sup>th</sup> May at 7.00pm

Signed: Neil Baker      Clerk to Westwood Parish Council

24 March 2023