

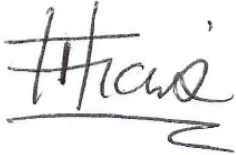
# Coulston Parish Council

Parish Clerk - Mrs. Tekla Hicks

1 Little Court Lane, Edington, Wiltshire BA13 4PW  
Clerk-coulstonpc@outlook.com

Membership: Councillors C Vize (Chair), C Markes (Vice-Chair), C Fisher, M Suter.

You are duly summoned to attend Coulston Parish Council General Meeting on **Tuesday 4<sup>th</sup> March 2025 at 7.30pm** to transact the following business at the location of the Coulston Village Hall, Coulston, Westbury, BA13 4NY.



T Hicks,  
Parish Clerk & Responsible Financial Officer

## AGENDA

No.	Item
1.	<b>Apologies</b> To receive and accept apologies for those unable to attend.
2.	<b>Declarations of Interest</b> To receive any declarations of interest under the Parish Council's Code of Conduct issued in accordance with the Localism Act 2011.
3.	<b>Minutes of the previous meeting</b> (i) To approve as a correct record the minutes of the Parish Council meeting held on 7 <sup>th</sup> January 2025. (ii) To note any matters arising from the minutes of the meeting held on 7 <sup>th</sup> January 2025.
4.	<b>Reports</b> (i) To note any announcements by the Chair. (ii) To receive an update from the Unitary Councillor, Tamara Reay. (iii) To receive Clerk's report. (iv) To receive up to date external meetings schedule and to decide who will attend meetings.
<b>Standing orders will be suspended to allow for public participation</b>	
6.	<b>Public Participation</b> (i) To enable members of the public to address the Council regarding an item on the agenda. (ii) To receive any petitions or deputations.
<b>Standing Orders will be reinstated following public participation</b>	
7.	<b>Planning Matters to discuss:</b> (i) Members to receive an update on the planning schedule. (ii) To discuss any planning applications received prior to the meeting.
8.	<b>Maintenance to include items as below:</b> (i) To discuss and agree Parish Steward schedule – Consideration of jobs for next visits. (ii) To discuss flooding issues in the village.
9.	<b>Finance</b> (i) <b>Payments for Approval:</b> a) Clerk's Salary February & March. b) Clerk's PAYE February & March paid via Direct Debit. c) Clerk's expenses

	<p>d) SLCC Clerk's Membership (apportioned) £28.80.</p> <p>e) Turtle Engineering defib works - £150 – To ratify.</p> <p>(ii) <b>To approve</b> invoices/requests for payment received prior to the meeting.</p> <p>(iii) <b>Monthly Management Accounts</b></p> <p><b>Members to receive</b> the monthly financial report and bank reconciliations. See attached papers. A non-signatory member to sign the bank reconciliation and bank statements.</p>
<b>10.</b>	<p><b>Allotments 2025-26</b></p> <p>(i) <b>To discuss and approve</b> the Coulston Allotment Rules and Guidance 2025-26.</p> <p>(ii) <b>To discuss and approve</b> the cost for allotment rental 2025-26.</p>
<b>11.</b>	<p><b>Annual Parish Meetings</b></p> <p><b>To discuss and approve</b> details and plans for the Annual Parish Meeting and the Annual Parish Council Meeting.</p>
<b>12.</b>	<p><b>Governance</b></p> <p>(i) <b>To discuss</b> policy review dates.</p> <p>(ii) <b>To discuss</b> NALC model financial regulations with a view to adopting at the next meeting.</p> <p>(iii) <b>To discuss</b> Elections 2025.</p>
<b>13.</b>	<p><b>Correspondence previously sent to note:</b></p> <p>(i) Email regarding trees identified as needing attention on Selwood Housing land.</p> <p>(ii) Dark Lane/B3098 road closure from 07-17/04/2025.</p> <p>(iii) WALC February newsletter.</p> <p>(iv) SSE Telephone box electricity disconnection.</p>
<b>14.</b>	<p><b>Confirmation of date of next meeting:</b></p> <p>Tuesday 6<sup>th</sup> May 2025 at 6pm</p>

For supporting documents, please see here:

