**SWANBOURNE PARISH COUNCIL**

**PARISH COUNCIL MEETING**

Wednesday 20th March 2024 at **7.00pm**,

To be held in Swanbourne Village Hall

**AGENDA**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. | **Welcome and apologies**1. To receive and approve apologies for absence.

  | Chair | 7.00 |
| 2. | **Public participation and local engagement** 1. To receive questions or comments relating to items on the agenda from members of the public present.
2. To receive updates/reports from local stakeholders.
 |  | 7.05 |
| 3. | **Declarations of interest**1. To receive any declarations of interest.
 |  | 7.20 |
| 4. | **Minutes**1. To approve theminutes of the Parish Council Meeting held on 10th January 2024.
2. To receive update on action points not on the agenda.
 | Chair | 7.25 |
| 5. | **Council matters** 1. To ratify devolution agreement for 2024/25.
2. To consider preparation for the Annual Parish Assembly.
3. To note Councillor vacancy.
 | ClerkChairChair | 7.35 |
| 6. | **Finance** 1. To ratify items of income and expenditure since the last meeting (Appendix A, item 1).
2. To review and agree budget plan for 2024/25 (Appendix A, item 2).
3. To review and ratify risk register as of March 2024 (Appendix B).
4. To ratify asset register for the end of the financial year (Appendix C).
 | Clerk | 7.40 |
| 7. | **Planning applications**To receive for information update on planning applications received, and discuss those in progress (Appendix A, item 3) | Chair | 7.55 |
| 8. | **Publications**1. To receive for information publications and information circulated to Council since the last meeting. None to report.
 | Clerk | 8.00 |
| 9. | **Road, parking and village maintenance issues**1. MVAS: To receive an update on progress in respect of a grant for a new MVAS machine. To receive for information and debate, data gathered from the existing MVAS machine.
2. To agree Parish Council response to Swanbourne Estate proposals to tree planting on verges.
3. To receive and comment on Swanbourne Village Interpretation Proposal.
4. To receive for information update on the new style Swanbourne newsletter.
5. To receive an update regarding the Swanbourne Parish Council website.
6. To receive for consideration and comment a village pond feasibility study provided by Mr C Rodgers (Appendix D).
7. To consider D Day commemorative event.
8. To receive condition report in respect of the Memorial Garden and Millenium Wood.
9. To receive condition report in respect of the Playing Field.
 | Chair and JPChairJPJPMH and JPChairCWMHIS | 8.01 |
| 10. | **Items for next agenda**To receive items for the next/future agenda. |  | 8.45 |
| 11. | **Next meeting**The next meeting and AGM is scheduled for Wednesday 8th May 2024.  |  |  |
| 12.  | **Close of meeting**. |  | 9.00 |

 Jo Tudor,

Clerk to Swanbourne Parish Council

01296 720130