

**Derry Hill & Studley Parish Council**

To Councillors, Barnes, Handyside, MacInnes, McHale, Mizon, Spence, Todd, Turton and Williams

You are hereby summoned to attend a meeting of Derry Hill & Studley Parish Council, at Lansdowne Hall, Petty Lane, Derry Hill on Monday 19<sup>th</sup> May 2025 at 7.30pm



Katherine Checchia  
Clerk to the Council 13<sup>th</sup> May 2025

**Agenda**

**1 Annual Meeting: Election of Chairman**

To elect a Chairman.

**2 Annual Meeting: Election of Vice Chairman**

To elect a Vice Chairman.

**3 Declaration of Acceptance of Office**

3.1 Chairman

To receive the signed Declaration of Acceptance of office from the Chairman.

**4 Apologies**

To receive apologies.

**5 Public participation/ Correspondence**

5.1 Public participation

Opportunity for members of the public to address the Committee.

5.2 Correspondence

For the Clerk to report any correspondence not circulated.

**6. Declarations of Interest**

Declarations from Councillors of any disclosable pecuniary interest (Standing Orders 13b) or other interest (Standing Orders 13c) in respect of matters being considered by the Council.

**7. Chairman Announcements**

**8. Minutes**

**Recommendation:** That the Committee approve the minutes of the meeting held on [14<sup>th</sup> April 2025](#) and [30<sup>th</sup> April 2025](#) as a true and fair reflection of the motions agreed by the Committee and the discussions that took place and that these be signed by the Chairman as such.

**9. Clerk Report**

For the clerk to update on actions noted in the previous month's minutes.

## 10. Accounts

### 10.1 Payments

Recommendation that the following payments be approved:

|                        |                                   |                          |
|------------------------|-----------------------------------|--------------------------|
| The AA                 | VE Day event road closure         | £1171.20 (including vat) |
| Grist Environmental    | Bin emptying                      | £175.20 (including vat)  |
| Scribe                 | Accountancy package               | £414.72 (including vat)  |
| Auditing solutions Ltd | Internal invoice                  | £282.00 (including vat)  |
| Greg Fowler            | Replacement finial for well house | £425                     |
| Clearwater             | Website support                   | £150 (inc vat)           |

And any other payments received since the issue of the agenda.

### 10.2 Balance and Expenditure

To consider and approve the [balance and expenditure](#) for the period ending 30<sup>th</sup> April 2025 Report circulated.

**Recommendation: That the Council approves the balance and expenditure for the period ending 30<sup>th</sup> April 2025.**

10.3 The Council has ongoing contracts under which payments can be approved and paid outside meetings and reported to the next available Council meeting for noting. In accordance with the Council's Financial Regulations these contract payments are approved each year.

**Recommendation: To approve the following ongoing contracts:**

| Supplier   | Good /services                     | Contract price                                  |
|--|------------------------------------|---|
| Simon Day& Co                                    | Payroll and HMRC reporting of same | £45 per quarter                                 |
| Grist  | Servicing of the Council's 7 bins  | £2106 plus vat spread over 12 payments          |
| Greg Fowler                                      | Noticeboard maintenance            | £85 per Board (3 Noticeboards)                  |
| Oakford IS                                       | IT support – PAYG                  | £1000 retainer paid for period Jan 25 to Jan 26 |
| Clearwater                                       | Website support                    | £25 plus VAT per month for half an hour support |
| Clerks Salary (Inc NI, pension and tax payments) | As per employment contract         | As per employment contract                      |

### 10.4 War memorial maintenance costs

To approve a £150 budget to enable Derry Hill and Studley Gardening Club to arrange the ongoing maintenance of the Derry Hill war memorial.

**Budget; Equipment and Facility maintenance.**

### **11. Adoption of General Power of Competence**

Following the elections on May 1<sup>st</sup> 2025 where 9 councillors were elected and given that the Clerk is qualified in the Certificate in Local Council Administration (CILCA) members are recommended to adopt the general power of competence by confirming that it meets the criteria for eligibility as described in the Localism Act 2011 s1(1)

- i. The number of councillors elected at the last ordinary election must equal or exceed two thirds of its total number of councillors.
- ii. The clerk must hold at least one of the sector specific qualifications and should have completed the relevant training designed as part of the national training strategy for local councils.

**Recommendation; Derry Hill & Studley Parish Council resolves that having met the conditions of eligibility as defined in the Localism Act 2011 and SI965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 to adopt the general Power of Competence.**

### **11. Representation on Committees Working Groups and Outside Bodies**

To appoint Councillors to the Finance Committee, Strategic Plan Committee Human Resources Committee, working groups and as representatives on outside bodies. See [report](#) for initial membership recommendations. All committee membership will be required to be appointed.

### **12. Insurance 2025/26**

To consider the [renewal quotes](#) received for the Council's insurance for 2025/26 due for renewal on 1<sup>st</sup> June 2025. Documents circulated.

**Recommendation; That the council consider the four quotes for insurance and select the quote they would like to proceed with. In addition the council must consider if they wish to enter into a new three year long term deal with the insurance company selected.**

### **13. Planning – Cllrs**

13.1 To consider the planning applications currently out for consultation. List below.

|  |   |
|--|---|
| <b>PL/2025/03993</b><br>Single storey extension                              | 4 KERRY CLOSE, DERRY HILL, CALNE, SN11 9PE<br><a href="https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000Dw1ib">https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000Dw1ib</a> |
| <b>PL/2024/11469 – To note consultation but passed to Compton Bassett PC</b> | High Penn Solar Farm, Calne, SN11 8TE   |

|   |  |
|---|--|
| Variation of condition 2 of N/12/04169/FUL (Installation of 25.53Ha 12MW Solar Park Including Transformer Housings, Security Fencing and Cameras, Landscaping and Associated Works) to adjust the proposed operational lifespan of the project from 25 years to 40 years. | <a href="https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000BSjgb">https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000BSjgb</a>  |
| <b>PL/2025/03848 – To note consultation but passed to Heddington PC</b><br>Retrospective change of use from agricultural to commercial  | Units 2-6, Stockley Hollow Yard, Stockley Road, Stockley, Wiltshire, SN11 ONP<br><br><a href="https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000DljIN">https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000DljIN</a> |

### 13.2 Wiltshire Local Plan Examination

To consider the [report](#).

### 14. Update from Neighbourhood Plan,

To highlight the upcoming training dates,  
Thursday 22<sup>nd</sup> May 7pm

### 15. Petty Acre Play Equipment

#### 15.1 Training

To approve up to two places on upcoming play equipment training course run by WALC at £150 per person.

#### Budget; Training

#### 15.2 Maintenance budget

To approve an initial maintenance budget of £150 for ongoing tasks/ maintenance of the equipment.

#### Budget; Equipment and Facility Maintenance

### 16. Date and Time of next meeting

Monday 9<sup>th</sup> June 2024