

Derry Hill & Studley Parish Council

To Councillors, Barnes, Errington, Handyside, Lord Kerry, MacInnes, 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 11th May 2026 at 7.30pm



Katherine Checchia
Clerk to the Council 5th May 2026

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

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 13th April 2026 as a true and fair reflection of the motions agreed by the Committee and the discussion 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:

WALC	Social media for councillors	£42 (including vat)
Fete Committee	Pitch for village fete	£25
Scribe accounts	Annual Renewal costs	£532.80 (including 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 30th April 2026 Report circulated.

Recommendation: That the Council approves the balance and expenditure for the period ending 30th April 2026.

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	As per monthly statement.
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
Solopress	Printing of inSPIRE Magazine	Dependent on size of magazine and delivery times £500-£600 per edition.

11. Derry Hill & Studley Parish Council Internal Audit

11.1 To receive the report from the Internal Auditor.

Recommendation: That the Council note the report.

11.2 Audit feedback

To discuss the feedback from the internal audit and any works required.

12. Annual Governance and Accounting Report (AGAR) 2025/26

The Clerk has circulated the [AGAR papers](#) [section three report](#) and [report](#).

- a. Section 1 Annual Governance Statement

Recommendation: To consider and approve the answers to the AGAR Section 1 Annual Governance Statement 2025/2026 and its signing by the Chairman and Clerk.

- b. Section 2 Accounting Statement 2025/26

Recommendation: To consider and approve the AGAR Section 2 Accounting Statement 2025/26 and its signing by the Chairman.

- c. Making provision for the Exercise of Public Rights

To note that the dates for the exercise of public rights has been set to be from Wednesday 3rd June 2026 to Tuesday 14th July 2026 and the AGAR documents approved in items 14(a) and 14(b) along with the internal audit report will published with the completed notice as circulated on the Council's website and noticeboards.

13. Reconfirmation of General Power of Competence

Following the elections on May 1st 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 reconfirm adoption of 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 reconfirm the adoption of the general Power of Competence.

14. 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.

15. Insurance 2026/27

To note that we are in the second year of the third year of a long term agreement and have received the insurance documentation for this year. The confirmed price this year is £872.49.

16. Road Safety Update

To received the [update](#) and consider the recommendations;

16.1 Finalised Costs for Completed Schemes;

It is recommended that:

- Authorisation for the Old Derry Hill Village Gates and Signs scheme is increased by £370.44 to £2,502.73.
- Authorisation for the Studley 20mph Speed Limit Implementation scheme is reduced by £665.37 to £2,034.63.

16.2 Devizes Road White Gate

It is recommended that Council authorises the estimated parish contribution of £1,350 towards the installation of a pair of white village gates on the A342 Devizes Road, approaching from Sandy Lane;

Budget; Road Safety- CIL Reserve.

16.3 Studley Traffic Calming Scheme;

Assuming that the appeal against the existing decision is unsuccessful, it is recommended that £5,000 shall continue to be reserved against this scheme, and LHFIG asked to re-submit it as a bid for the 2026-27 Substantive Highway Scheme Funding.

16.4 LHFIG Funding

It is recommended that Council write to the Cabinet Member for Highways, Streetscene, and Flooding to express concern about the budget reductions and to request that the budget be match-funded with Community Infrastructure Levy (CIL) money as in previous years.

17. Climate and Emergency working group update

To receive the [update report](#) from the Climate and Emergency working group.

18. Date and Time of next meeting

Monday 8th June 2026