



# Knowlton Parish Council

Group Council for the Parishes of Chalbury, Horton, Wimborne St Giles & Woodlands

Clerk to the Council: Miss Saraah Forwood 07986 880999

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[www.knowltonparishcouncil.gov.uk](http://www.knowltonparishcouncil.gov.uk)

## AGENDA

Members are summoned to attend the

### ANNUAL GENERAL & FULL MEETING of KNOWLTON PARISH COUNCIL WEDNESDAY 15<sup>th</sup> MAY 2024 at 7pm at Horton & Chalbury Hall BH21 7JA

Members of the Public and Press are welcome to attend all meetings.

1. Election of Chairman for 2024-2025.
2. Election of Vice Chairman for 2024-2025.
3. Declaration of Acceptance of Office – Chairman & Vice Chairman and all members in Election year.
4. Apologies.
5. Public Open Session – opportunity for members of the public to ask questions.
6. Appointment of Representatives for the coming year: (initials in brackets are current representatives)
  - DAPTC (SB) Emergency Planning Officers (MA/SB)
  - Staffing Officers (MA/TB) Horton & Chalbury Village Hall Representative
  - Rights of Way Officers (LS) Tree Officers (MA)
  - **KPCBF Committee include 2024**End of AGM business.
7. To record any Declarations of Interest and/or consider granting of dispensation.
8. To confirm the Minutes of the Parish Council Meeting held 17<sup>th</sup> April 2024.
9. To accept the Minutes of the Knowlton Parish Community Benefit Fund Committee Meeting held 20<sup>th</sup> April 2024.
10. Clerk's Report
11. Dorset Councillors Reports
12. To consider Planning Applications/Matters below and any further received after publication of this Agenda. (Applications are available to view at [www.dorsetcouncil.gov.uk](http://www.dorsetcouncil.gov.uk)).
  - **P/FUL/2024/00324** Proposal: Convert existing building into dwelling house. Location: Land at Oak Tree Paddock Batchelor's Lane, Holtwood, Wimborne
13. To consider Highway Matters
14. To consider Rights of Way Matters/Public Spaces.
15. To consider weekly inspections of Burgess Field Play Area & Quarterly Inspection Report.
  - Consider quote to treat weed growth on rubber path in Burgess Playfield £113.63
16. To consider Tree Matters.
17. To receive update on the Wimborne St Giles Neighbourhood Plan.
18. To consider Councillor Training
19. To consider no longer using Councillors personal email address
20. To consider items on the outstanding Actions List.
21. To consider Financial Matters and to approve Accounts for y/e 31 March 2024
  - To review Spend against Budget 2023-2024.
  - To receive and note the Internal Audit Report.
  - To approve the Annual Governance Statement.
  - To consider the Accounting Statement for approval.
  - To consider Insurance Renewal cover from 1<sup>st</sup> June 2024 @ £999.91
  - To approve items of expenditure below including Clerk's Salary:

ONLINE	SWAST	Woodlands Defibrillator Contract	£2160.00
DD	ICO	Annual Data Registration Fee	£35.00
22. Items for next meeting which will be on Wednesday 12<sup>th</sup> June 2024 in Horton & Chalbury Hall at 7pm.

Signed: \_\_\_\_\_

Clerk to the Council: 9<sup>th</sup> May 2024