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**10 May 2023**

**To: All members of Boyatt Wood Parish Council**

**You are hereby summoned to attend the Annual Meeting of Boyatt Wood Parish Council at St Peters Church meeting room, Shakespeare Road, Boyatt Wood, SO50 4FZ, on Tuesday 16 May 2023 commencing at 7.00 pm for the purpose of transacting the below specified business.**

***M. Phillibert***

**Marcia Phillibert – Parish Clerk/Responsible Financial Officer**

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**MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND  
PUBLIC PARTICIPATION IS ALLOWED ONLY AT THE INVITATION OF THE COUNCIL**

**AGENDA**

**001/23 To elect Chair of Boyatt Wood Parish Council for the municipal year 2023/24**  
*(LGA 1972 S15)*  
**(i) To receive the declaration of acceptance of office by the Chair**  
*(LGA 1972 S83)*

**002/23 To elect Vice Chair of Boyatt Wood Parish Council for the municipal year 2023/24**

**003/23 To receive and approve apologies for absence.**

**004/23 To approve dispensations for Disclosable Pecuniary Interests**  
*(Localism Act 2011 S33)*

**005/23 To receive Declarations of Disclosable Pecuniary and Non-Pecuniary Interests on Items on the Agenda.**

**006/23 Public participation for fifteen minutes to allow members of the public present to raise questions, to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Each person wishing to speak will be allowed a maximum of three minutes.**

*(Public Bodies (Admission to Meetings) Act 1960, S1 extended LGA1972 S100)*

- 007/23** County and Borough council representations
- 008/23** To approve minutes and recommendations of the Parish Council Meeting held on 18 April 2023 (*LGA 1972 Sch 12 para 41(1)*)
- 009/23** To receive the Clerks report and updates.
- 010/23** To approve the Balance Sheet, Bank Statements, Income and Expenditure, Payments Reports, Purchase Ledger as of 31 March 2023
- 011/23** To approve payment list as of 30 April 2023
- 012/23** To confirm if there is any conflict of interest with BDO LLP (Circulated 14/04/23)
- 013/23** To approve the Annual Governance and Accountability Return for 22/23 Section 1
- 014/23** To approve the Annual Governance and Accountability Return for 22/23 Section 2
- 015/23** To approve the Notice of public rights and publication of unaudited annual governance & accountability return inspection period.
- 016/23** To receive note and action Internal Auditors report.
- 017/23** To review, approve and adopt core documents.
- (i) Scheme of delegation
  - (ii) Standing Orders
  - (iii) Financial Regulations
  - (iv) Asset Register
  - (v) Insurance Cover
  - (vi) BWPC Subscriptions
  - (vii) Contracts and Arrangements
  - (viii) General Data Protection Regulation policies and procedures
  - (ix) LGA 1972 Section 137 expenditure
- 018/23** To approve dates of Council meetings for the municipal year 2023/24
- 019/23** Application No: [F/23/95052](#) (Circulated 02/05/23)  
Address: UNIT 3, PEACOCK TRADING ESTATE, GOODWOOD ROAD, EASTLEIGH, SO50 4NT  
Description: Change of Use from B2 to Sui Generis Funeral Directors Facility to include 24 hour access
- 020/23** Application No: [F/23/95057](#) (Circulated 02/05/23)  
Address: UNIT 7, STANSTEAD ROAD, EASTLEIGH, SO50 4RZ  
Description: Change of use from Warehousing (Use Class B8) and Light Industrial (Use Class B1) to Warehousing (Use Class B8), Light Industrial (Use Class B2) and MOT Test Centre

- 021/23** Application No: [T/23/95124](#) (Circulated 03/05/23)  
Address: 31 BIRCH GROVE, EASTLEIGH, SO50 4PY  
Description: 1 no. Birch (T1) - Fell to ground level, minimal bud formation present.
- 022/23** Application No: [H/23/95009](#) (Circulated 09/05/23)  
Address: 28 KENILWORTH DRIVE, EASTLEIGH, SO50 4PT  
Description: Single storey rear extension and first floor side extension above existing garage
- 023/23** Application No: [H/23/94810](#)  
Address: 44 BROADLANDS AVENUE, EASTLEIGH, SO50 4PA  
Description: Retention of fence erection following removal of hedging
- 024/23** To review planning applications received following the issuance of this agenda that require a response prior to the next Council meeting.
- 025/23** The Town Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature of the business about to be transacted. *(Public Bodies (Admission to Meetings) Act 1960 section 1(2). (Public Bodies (Admission to Meetings) Act 1960 section 1(2))*
- 026/23** To review probationary period of Parish Clerk