

ALLINGTON & BOSCOMBE PARISH COUNCIL

Clerk: Rebecca Hathaway-White
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**Annual Meeting of Allington & Boscombe Parish Council to be held at The Brunton Memorial Hall
on Tuesday 19th May 2026 at 7.30pm**

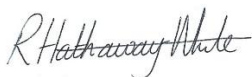
All Parish Council Meetings are open to the Public and Press.

13th May 2026

To All Members of Allington & Boscombe Parish Council

Dear Councillor

You are summoned to attend the Meeting of Allington & Boscombe Parish Council on Tuesday 20th May 2026 at The Brunton Memorial Hall to transact the business set out below.



Rebecca Hathaway-White
Parish Clerk

MEETING SCHEDULE

7.30 - 7.45pm

Public Participation

To enable members of the public to address the Council, with an allowance of three minutes per person, regarding items on the agenda in the first instance and if time permits any matter relating to the village.

COUNCIL MEETING AGENDA

- 1. Election of Chairman**
- 2. Election of Vice-Chairman**
- 3. Chairman and Vice Chairman to sign their Declaration of Acceptance of Office.**
- 4. Acceptance of apologies for absence.**
- 5. To approve** as a correct record, the minutes of the Council meeting held on 21st April 2026.
- 6. Dispositions and declarations of interest.**

Council is asked to discuss any written requests for dispensation the Clerk may have received from councillors. Members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities.

7. Council is requested to ratify and authorise payments listed, to be made via online banking.

Payments to Ratify

Clerk Salary	£392.50
HMRC	£109.02
Fire Alarm Consultancy	£240.00
Fire Alarm Consultancy	£65.52
Moore Secure	£9.00
South West Landscapes	£373.00
Community First (Insurance)	£921.21
DJD Property Maintenance	£612.00
Hurdcott Landscapes	£8.04

8. Parish Accounts for the month ending 30th April 2026

The Clerk will present the parish accounts for the year ending 30th April 2026 for approval.

**9. Consultations on planning applications. Council to discuss and make decision on responses:
(Please note: in planning matters the Parish Council acts as consultee of the Principal Authority,
the Principal Authority being the deciding Body)**

None

10. Internal Audit Report 2025/26. Council to consider, adopt and approve the Internal Audit report.

11. The Annual Governance and Accountability Return (AGAR) 2025/26 Form 3

Council to note the commencement for the exercise of public rights will commence on Wednesday 3rd June 2026 and will continue for a 30 day working period until Tuesday 14th July 2026.

Publication Requirements – The Clerk will publish the following documents on the Council's website as best practice.

- Annual Internal Audit Report 2025/26
- Section 1 – Annual Governance Statement 2025/26, page 4
- Section 2 – Accounting Statements 2025/26, page 5
- Analysis of variances
- Bank reconciliation
- List of payments over £100
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.
- Internal Audit Report 2025/26

12. The Annual Governance and Accountability Return 2025/26 Form 3. Section 1 – Annual Governance Statement 2025/26

Council is requested to consider, approve and to authorise the Chairman of the meeting and the Clerk to sign the Annual Governance Statement 2025/26 as circulated.

13. The Annual Governance and Accountability Return 2025/26 Form 3. Section 2 – Accounting Statements 2025/26.

Council is requested to consider, approve and to authorise the Chairman of the meeting to sign the Accounting Statement 2025/26, as circulated.

14. Alarm Service. Council is asked to agree to continue paying the £9 monthly fee to Moore Secure.

15. List of Regular Payments. Council to consider approval of the list of regular payments. These may be made prior to meetings and included in the next meeting agenda for ratification, as per the Financial Regulations

16. Standing Orders and Financial Regulations. Based on NALC model regulations circulated prior to meeting for members perusal. The documents will be taken as read.

Members to approve and adopt the Standing Orders and Financial Regulations.

17. Internet Banking. Members to authorise the continuation of internet banking as per Financial Regulations. Councillors are asked to agree to pay the £7 monthly banking fee to Unity Trust.

18. Bank Account. Councillors are asked to confirm they are happy with the continuation of signatories as they currently stand, David Stanford, Tim Price, Rich Rolfe and Glynis Barnes is able to view the accounts to do financial checks on a regular basis.

19. Appointment of Internal Auditors and External Auditors

Council to approve that the Internal Auditor, PATAS of 2 School Villas, Crosslands, Tonedale, Wellington, Somerset, TA21 0AF.

Council to approve that the external auditors will be PFK Littlejohn LLP, 1 Westferry Circus, Canary Wharf, London, E14 4HD. Council to note PFK Littlejohn have been allocated as external auditors to all Wiltshire local Councils under the audit regulations.

20. Council Insurance and its renewal

Members to Note the Council is currently insured with Zurich, via Community First. The Long-Term Agreement (LTA) expires 13th June 2027, the renewal premium for 2026 is £921.21. Councillors are asked to check the policy carefully, previously circulated.

Members to consider formally whether all assets should be included on the Council's insurance schedule or some be regarded as 'self-insured' (i.e., the Council would underwrite any loss rather than claim on the insurer)?

Members to authorise the insurance policy renewal quotes to be emailed once received and decision to be made via email and confirm that cover is adequate for the Council and its assets.

21. Asset register. Members to consider and approve the inventory of assets as attached.

22. Annual Inspection of Assets. Volunteer(s) required to carry out annual inspection of assets.

23. Members to note when assets are disposed of the reason and method of disposal is to be approved and minuted at a meeting of the Council. Any monies received from the disposal to be noted on the asset register.

24. Risk Management Register. Circulated prior to meeting for members perusal. The document will be taken as read.

Members to approve and adopt the Risk Management Register

25. Website. Council are asked to agree to continue using Ringstone Media at a cost of £33 per month for the Parish Council Website.

26. Village Hall Soundproofing

27. Parish Plan

28. SSEN Community Grant. Council to consider the SSEN Community Grant which gives an opportunity for communities and community groups (including Parish Councils) to bid for:

1. Low Carbon technologies
2. Resilience items

27. Playpark Signs

The Sign Shed	3mm Aluminum Composite 	£9.50 including VAT £3.95 postage	Playground Safety Multi-Use Sign The Sign Shed
The Sign Shed	3mm Aluminum Composite 	£10.50 including VAT £3.95 postage	Play Area Disclaimer Sign – EN ISO 7010 & HSE Compliant – The Sign Shed
Your Security Sign	3mm Aluminum Composite 	From £18.75 excluding VAT £2.95 postage	Under Age of 12 Children's Play Area - No Dogs/No Smoking/No Littering Sign Play Area Your Security Sign

28. SSEN Grant – Application needs to be made by the 21st May

Secure storage sheds approved by Police and Locksmiths

[metal shed with floor | metal garden sheds | metal bike storage & motorcycle storage by Asgard](#)

Battery Packs - [BLUETTI UK: Portable Power Station, Solar Generator Kit](#)

29. Updates and items outstanding from previous meetings, to include

- i) Cemetery Fence

30. Standing Agenda Items

- i) Parish Steward -
- ii) LHFIG
- iii) Flood Warden – Still looking for a volunteer

31. Partnership Meetings to consider attending:

- i) Road Safety Information Event – 17th July, County Hall Trowbridge
- ii) Southern Wiltshire Area Board – 4th June, 15th October
- iii) LHFIG – 8th September 2026

32. Date of next meeting

The minutes of this meeting will be available to all members of the public from the village website www.allingtonboscombewilts-pc.gov.uk , the Parish Notice board or by contacting the Parish Clerk.