



VAT.

21<sup>st</sup> Century Business Machines offers an annual support contract via remote access at £36 pa; it was resolved to take up this contract.

119.3 The Annual Parish Meeting and Annual Parish Council Meeting will be held on Monday 13 May, the APM to begin at 7:00 pm and the APCM to follow.

119.4 A local resident, Ms L Butcher, has requested assistance with equipment for a litter-picking session. The Clerk will contact Ms Butcher to suggest:

- a. Westbury Town Council may be able to help, depending on the date of the session;
- b. Hills Recycling to be approached for a donation;
- c. Arrangements will need to be made for disposal of litter collected. The website for the Great British Spring Clean also offers advice.

**120. Financial/RFO's Report:**

120.1 The Council noted the current year's financial statement to date.

120.2 Invoices and documents relating to the Payments Schedule were authorised and cheques signed. The Payment Schedule was authorised by the Chairman.

120.3 The accounts are currently with Gooding Accounts Ltd for internal audit; once they have been returned a meeting between the Chairman and RFO will be arranged.

**121. Neighbourhood Plan Steering Group:**

121.1 Cllr Masson informed the Council that there would be no requirement to repay any unused funds from the Groundworks grant at the financial year end.

121.2 A date will be arranged in the near future for the next meeting of the NPSG.

**122. Parish Play Areas including Glebe Land:**

122.1 Hawkeridge Park Play Area will be reopened from Sunday 31 March. The Clerk will request information about grass-cutting and inspection of equipment from Wiltshire Council, and send the appropriate letters to the key-holders.

122.2 Currently the total raised for the Glebe Land stands at £1,060.

123. **Correspondence:** various items of correspondence received by the Clerk were distributed for information.

124. **Date of next meeting:** it was confirmed that the next meeting of the Parish Council will be held at Heywood & Hawkeridge Village Hall at 7.00 pm on Monday 8 April 2019.

**125. Matters for future consideration:**

111.1 Emergency and Flood Plan.

111.2 LGBC's draft recommendations for division boundaries in Wiltshire.

The meeting was closed at 9:05 pm.

**HEYWOOD PARISH COUNCIL**Annex A to  
HPC  
minutes**Payments schedule**Parish Council  
meeting dated 18 March 2019

	<b>Payee</b>	<b>Details</b>	<b>Invoice no</b>	<b>Cheque / BACS</b>	<b>Chq no</b>	<b>Amount</b>	<b>Approved by 2 Cllrs (initials)</b>	
1	Mrs E A Bizeray	Admin to Parish Council	Dec 18 / Jan 19	CQ	851	216.83	KY	TG
2	A Watts	Refund of advance payments	n/a	CQ	852	5.94	KY	TG
3	21st Century Business Machines	Laptop repair & data recovery	8577	CQ	853	108.00	KY	TG
4						-		
5						-		
Total payments						<b>330.77</b>		

Chairman's  
signature JI Masson *(original signed)*Date 18 March 2019

Online BACS payment(s) set up	Authorized on n/a
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