

MINUTES OF ANNUAL PARISH MEETING OF CHITTERNE PARISH COUNCIL
Held in the Village Hall at 7pm on Monday 8th May 2017

The outgoing Chairman M. Lucas took control of the meeting in the first instance

800/61 ELECTION OF CHAIRMAN B. Ricketts was proposed Chairman
Proposed: P. Pike Seconded: M. Kent All voted in favour
B. Ricketts signed Declaration of Acceptance of Office of Chairman form and took over the chair

800/62 ELECTION OF VICE-CHAIRMAN

M. Kent Proposed: B. Ricketts Seconded: P. Emmerson All voted in Favour

800/63 NEW COUNCILLORS - Signing of Declarations of Acceptance. The following Councillors signed Declarations of Acceptance of Office: M. Kent, P. Pike, P. Emmerson, C. Horsfall, R. Wilkinson

800/64 TO FILL ANY VACANCIES UNFILLED AT THE ELECTION Dorit Albertsen was co-opted.

Proposed: M. Kent Seconded: P. Pike All in favour

Emma Webb co-opted. For the role of Playground Equipment monitor

Proposed: B. Ricketts Seconded: M. Kent All voted in favour

Clerk asked to look into merging of the two wards to one for Chitterne. **ACTION: V. Neal**

800/65 APOLOGIES FOR ABSENCE - none

800/66 TO AGREE COUNCILLOR RESPONSIBILITIES – to be fully confirmed at the next meeting. P. Emmerson – Parish Steward liaison, C. Horsfall – Cricket Club
M.Kent – Vice-Chair, Flood Warden. P. Pike – Village Hall Committee
R. Wilkinson – Allotments, E. Webb – Play equipment

A councillor needs to be identified to attend the next Area Board Meeting on 29th June.

800/67 APPROVE MINUTES OF MEETING HELD ON 13th March 2017

Proposed: M. Kent Seconded: C. Horsfall Duly signed as a true record

800/68 MATTERS ARISING - none

800/69 CLERK REPORT

Finance – on 25.04.2017 there was a balance of £13,654.59 in the Nationwide account

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| Invoices: Dupliquick Ltd | 29.04.17 | £ 96.00 |
| WAMC/NALC subs | 24.04.17 | £ 115.34 |
| Postage | 24.04.17 | £ 28.48 |
| Dupliquick Ltd | 11.04.17 | £ 84.00 |
| Wiltshire Council Allotment rent | 11.04.17 | £ 166.00 |
| Ringway Infrastructure | 11.04.17 | £ 961.72 |

Total: £ 1,411.06

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| Receipts: Precept | £ 8,095.70 |
| Allotment rent | £ 225.00 |

PAYE update – this has now been set up for payment of Clerk salary and payment of income tax direct to HMRC. BrightPay free software has been downloaded to the PC computer.

Operation Flood Working Group (STH) – attended by V. Neal. The usual issues raised. No further action taken by Wiltshire Council Officers

Request for £100.00 by the Shrewton Shines Project to commemorate WW1 was discussed. It was agreed that the Parish Council is here to look after the

needs/infrastructure of Chitterne. The Parochial Church Council (PCC) would be a more appropriate body to fund this. P. Pike suggested that Shrewton Shines are offered the opportunity to fundraise for the £100.00, by for example sending a representative/collection tin to breakfast club/flower festival etc.

A vote was taken: 4 - Against 1 - For

800/70 CLERK CONTRACT OF EMPLOYMENT - A separate meeting to be held with the Clerk, P. Emmerson and B. Ricketts to review contract for signing.

800/71 ADOPTION OF WORKING DOCUMENTS

The following documents were adopted:

NALC Code of Conduct

WALC Standing Orders

NALC Financial Regulations (inc procurement)

Risk Assessment schedule discussed – no changes required - re-adopted

Proposed: P.Pike Seconded: C. Horsfall All in favour

800/72 WARMINSTER AREA BOARD (AB)

M. Lucas presented the following: Wiltshire is divided into areas, Chitterne is in the Warminster Area. A wide range of subjects discussed including funding. The AB fund the Community Area Transport Group, a sub-committee which looks at highways issues. CATG – 29/03/17 – M. Lucas attended looking at schemes of work and problems with road network. Chitterne has put through 20mph speed limit in Townsend, going ahead this summer, as agreed at Area Board on 29/03/17. Chitterne has received £20,000.00 - £25,000.00 of expenditure and have been asked to contribute c. £4,000.00.

Area Board 02/03/17 – report from Highways information. 2017/18 high friction/re texture of surface on B390 near Valley Farm.

If the PC wish to purchase a SID, suggest an application for funding is made to AB. A number of different ones that can be purchased – simple or smart (will record data). A licence to operate on the roads will be needed. Posts in place to accommodate SIDs. Get quotes and contact Shrewton to ask if they are pleased with them
Is rental an option rather than purchase? To discuss at next meeting

ACTION: V.Neal, B.Ricketts

800/73 WIFI in VILLAGE HALL – Can be sorted at a reasonable cost. Needs to be approved in conjunction with Village Hall Committee. Cost to be shared between the VHC and PC

Proposed: R. Wilkinson Seconded: M. Kent All voted in favour

800/74 ANY OTHER BUSINESS

Village Clean Up Day 13th May – some co-ordination for Saturday needed

Q: Why carried out during nesting season

Q: Eyesore of a building site on Back Lane.

Contact planning enforcement to see if it can be tidied up – ACTION: VN

“New Road” Junction signs to be removed

RW - Is there an allotment committee? PC responsibility RW to set up a meeting.

800/75 Dates for Meetings 2017/2018 An Extraordinary meeting on 22nd May to sign off accounts, then: July 10th, Sept 11th, 13th Nov, 8th Jan 2018, 12th March 2018

Meeting concluded at 20.35

