

**MINUTES OF THE ANNUAL MEETING OF ETCHILHAMPTON PARISH COUNCIL  
HELD ON FRIDAY 15 MAY 2015 IN THE VILLAGE HALL AT 8.15pm**

**Present:** Mrs Bridewell, Mr Holgate, Mr Nash, Mr Smith and Mr Woods (Chairman)

**Apologies:**

**In attendance:**

**AGENDA**

**1 Appointment of Chairman and other Honorary Office Holders**

Mr Woods was appointed Chairman and Mr Nash Treasurer and Responsible Financial Officer (unpaid). Mr Woods agreed to act as unpaid Clerk. Proposed Mr Smith, Seconded Mrs Bridewell.

**2 Declarations of Acceptance of Office**

Mr Nash and Mr Woods declared their acceptance of office and the Code of Conduct.

**3 Appointments to outside bodies**

Mr Woods was mandated to Devizes Community Area Partnership, Devizes Area Board and other bodies/events as they arose.

**4 Register of Interests**

Councillors confirmed that their registered interests were up to date and would notify Wiltshire and the Clerk of any alterations.

**5 Declarations of Interests and Dispensations' Requests**

Mr Woods declared a potential interest in Item 13 – planning application to fell a willow at 8-9 Etchilhampton. The rolling dispensations for Mrs Bridewell and Mr Woods re The Village Hall were continuing.

**6 Minutes of the last meeting**

The Minutes of the last meeting were approved and signed.

**7 Matters Arising**

- Flooding: Mr Holgate had told Ms Sarah Hanks (Wiltshire Council Highways) that 9mm of recent rain had caused flooding between The Green and Manor Farm Cottages. She had referred the matter to the Highways Survey Unit. It was agreed to invite her and Mr Kristian Price (Wiltshire Highways) to the Annual Parish meeting.

- Play Equipment: Mrs Bridewell reported that Mr Eric Clark (Bishop's Cannings Clerk) had told her Wiltshire had now found £159,000 of the missing S106 money. He was seeking to obtain release of funds for play equipment in Bishop's Cannings and Etchilhampton. Mr Woods reported that he was awaiting costs for safety surfacing for the proposed equipment. Funding would be considered further by the Village Hall Social Committee when more was known about the Bishop's Cannings' money. The proceeds of the Village Fete would be divided 50:50 between the Social Committee and St Andrew's Church Fabric Fund.

## 8 **Questions/Points from the Public**

None.

## 9 **Treasurer's Report, Payments**

Mr Nash gave his report:

- Precept £1500 received on 2 April
- VAT reclaim £1754 received on 7 May
- Balances – Lloyds Bank: £1,794.01  
Nationwide: £2,086.96
- Zurich Insurance premium £276.09, agreed
- WALC subscription £54.43, agreed
- Community First subscription £36.00 under standing order 1 April, as agreed last year, ratified
- Mr David Stevens playing field grass cutting – payment of £265.00, ratified
- St Andrew's Churchyard maintenance £250.00, agreed
- Bobby Van Trust £50.00 donation, agreed as potentially beneficial to parishioners.

Audit: Annual accounts and annual governance statements and returns for the auditors were agreed subject to the addition of the new picnic table to the assets list. Mr Nash would contact Mr Bearman or Mr Hanson to conduct the internal auditor's report and then submit all the relevant papers to the external auditors – Grant Thornton.

## 10 **New local government transparency requirements**

These were discussed and Mr Woods was mandated to proceed as far as possible with opening and populating a Council Website. No news was yet available about practical central government funding for all this.

## 11 **Correspondence and Consultations (see Annex)**

All the matters in the Annex had been dealt with elsewhere in the Agenda.

**12 Reports of Meetings**

Mr Woods would attend the Devizes Area Board meeting on 18 May.

**13 Planning Applications**

- TCA15/04095/TCA – to fell willow at 8-9, Etchilhampton. Mr Woods declared his interest and withdrew. The Council had no objections.

**14 Annual Parish Meeting: Thursday 28 May 2015 at 7pm**

The draft agenda including Wiltshire Highways officers, Wiltshire Councillor Mr Philip Whitehead and Wiltshire Police was discussed and Mr Woods mandated to proceed.

**15 Other Business**

- Grass Cutting on the A342 verge at the Lion Monument: Mr Woods would chase up Wiltshire Highways on this.

There being no further business the meeting closed at 9.45pm.

**ANNEX**

1. The Wiltshire Bobby Van Trust – letter of April 2015 + 2015 News
2. WALC invoice for 2015/16 subscription - £54.43
3. Application to fell willow at 8-9 – 15/04095/TCA