

**DRAFT MINUTES OF ETCHILHAMPTON ANNUAL PARISH COUNCIL MEETING ON MONDAY 22 MAY 2017 at 8.15pm in the VILLAGE HALL**

**Present:** Mrs E Bridewell, Mr T Holgate, Mr J Nash, Mr R Smith and Mr M Woods (Chairman)

**Apologies:**

**In attendance:** Mr P Hanson

**AGENDA**

**1 Appointment of Chairman, Vice-Chairman, Clerk/Proper Officer and Treasurer/Responsible Financial Officer**

Mr Woods was appointed Chairman and Proper Officer/Clerk, Mr Smith was appointed Vice-Chairman and Mr Nash Treasurer and Responsible Financial Officer (all unpaid).

**2 Declarations of Acceptance of Office and signing Code of Conduct**

All Officers declared their acceptance of office and other Members declared their acceptance of office as Members of the Council.

All Members agreed to and signed the Code of Conduct.

**3 Declarations of Interests and Dispensations Requests**

All Members declared an interest in knowing personally Mr P Hanson and were granted a dispensation. He was accordingly appointed internal auditor (unpaid).

All Councillors declared their interests and signed their 4 year Dispensation Requests to cover interests declared and these were granted and recorded.

**4 Returns of Councillors' Election Expenses**

Members were reminded to send their Election expenses to Wiltshire even where "NIL".

**5 Register of Councillors' Interests**

All Councillors declared their interests to send to Wiltshire and give to the Clerk.

**6 Authorisation and adoption of revision of all governance provisions**

The Proper Officer/Clerk was authorised to refine all matters pertaining to governance, including the website. Members agreed the revised Standing Orders.

**7 Appointments to outside bodies – DCAP & DCAT, Devizes Area Board etc**

The Proper Officer/Clerk was mandated to the Devizes Area Board, Devizes Community Area Partnership, CATG and other bodies/events as occasion arose.

**8 Minutes of the last meeting**

The Minutes of the last meeting were approved and signed by the Chairman.

**9 Matters Arising**

- a. Phone Box. The Council was informed that BT and Wiltshire having been notified that that kiosk should be retained. Nothing further had been heard.
- b. Moss Cottage to 8&9, follow up re WC highway repair. Further patching had been done.

**10 Questions/Points from the Public**

None.

## **11 Play Equipment – Safety report and action by Safety Officer**

Councillors agreed the action taken by the Clerk and Mr D Roberts, the Safety consultant, to deal with the defective equipment. This had been done but no letter of confirmation had yet been received from AEL. Mr Roberts's invoice was approved.

## **12 Treasurer's Report**

The Treasurer presented the accounts for 2016/17 and these, with the internal auditor's report and the governance report were approved by the Council and signed by the Chairman and the RFO.

There were no changes made to Bank Signatories

The following payments were approved:

- WALC annual subscription - £62.08
- Community First subscription - £36.00
- Zurich Insurance annual premium - £433.16
- Play equipment safety inspection invoice - £200.00
- St Andrew's Churchyard - £250
- Wiltshire Council Green Bin Collection - £44
- Grass cutting, D L Stevens - £320.00

Commemorative Medals. Monies from the sale of the Medals was given to the RFO (£53.50). It was agreed to try to sell the spare medals at this year's Fete or via the Church Magazine

Balances:

Lloyds Bank - £293.55

Nationwide - £0.60

VAT received - £234.13

Precept received - £3000

Consideration was given to the pros and cons of closing the Nationwide account.

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

- a. Wiltshire Waste. The Council discussed the continuing problem of wind-blown waste and agreed to raise the matter with Councillor Philip Whitehead.
- b. Broadband survey – The Chairman thanked Mr Holgate for his excellent work on the broadband survey and reported that the latest news from BT was that installation work would commence in Summer/Autumn this year. Mr Hanson informed the Council that he was concerned that the surveyors/engineers seemed to prefer fibre cable fixed to poles. He was not clear how this would affect the Mixon as current cables were underground. It was suggested he contacted Mr Bearman.

No further action was required on the rest of the items in the Annex.

## **14 Reports of Meetings**

None.

## **15 Planning Applications**

The Council noted that Wiltshire had been informed that no objections had been raised regarding Badgers Cottage conservatory replacement (17/02859/FUL)

## **16 Annual Parish Meeting**

The arrangements for the APM on Friday 26 May 2017 at 7pm in the Village Hall were agreed. The Chairman reported that Councillor Whitehead had changed office and was

now Wiltshire Cabinet Member for IT and so would be ideally placed to answer questions about broadband.

**17 Parish Stewards**

It was agreed to ask the stewards to cut grass on visibility problem areas on the C60 road and to clear the track between the Village Hall and Appletree Cottage in time for the Fete.

**18 Fete**

The Council approved the use of the playing field by the Village Hall Social Committee for the Fete on 29 July

**19 Other Business**

There being no further business the meeting closed.

**ANNEX**

- 1 Sarsen Walk – now cancelled
- 2 Flooding Conference in London on 27 April
- 3 Mobile phone app for The Ridgeway - survey
- 4 Broadband – latest developments
- 5 Community First subscription
- 6 WALC Annual Subscription
- 7 Play equipment safety inspection and report invoice
- 8 17/02859/FUL – Badgers Cottage. To replace conservatory
- 9 17/02051/TCA- 3 Manor Farm Cottages. To reduce tree height
- 10 Wiltshire Waste. Waste scattered by recent storms