

BULKINGTON PARISH COUNCIL

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT

Minutes of the Annual Meeting of the Parish Council
held in the Village Hall at 7.45pm
13 May 2015

Present: Cllr Mrs S Oliphant, Cllrs S Barratt, Mrs C Crawford, R G Elliott and Mrs A Read

Cllr J Seed [Wiltshire Council]

Pc Emily Thomas, Pso Helen Wilson

No member of the public

Clerk Mrs F A Price in attendance Apologies : see Annual Parish Meeting

1. Election of Chairman for 2015-16:

That Cllr Mrs Oliphant serve as Chairman for the coming year:

Proposed: Cllr Mrs Crawford **Seconded:** Cllr Mrs Read **Elected Unanimously**

2. Meeting Dates for 2015-16:

Cllrs agreed to revert to the third Wednesday of alternate months, as follows:

2015: 15 July 16 September 18 November
2016: 13 January – Precept-setting 16 March – Preliminary Accounts
 18 May – Annual Meeting – Election of Chairman, Final Accounts if available,
 immediately after the Annual Parish Meeting.

3. Declarations of Interest:

Cllrs Mrs Crawford – Housing, Mrs Oliphant – Playing Field, and Mrs Read – Village Hall

4. Minutes of 11 March Parish Council Meeting:

Accepted as a true record and signed by the Chairman

5. Reports, Correspondence: [All correspondence already forwarded to relevant Cllrs]

- Pc Thomas reported 3 recent thefts in Bulkington:
 - 5 May - various items from Cllr Mrs Read's carport during kitchen renovation work;
 - 10 May – tools and strimmer from Cllr Elliott's locked garage;
 saws etc from garden at 35 Bulkington
 - Keevil and Great Hinton have reported “fence energiser” thefts

Pc Thomas's maternity leave starts at the end of May, ending in January 2016;
Pso Wilson will be working in Bulkington and neighbouring villages during that time.
The PC wished Pc Thomas well, and welcomed Pso Wilson.

- Cllr Seed reported:
 - Melksham Area Board has given a grant towards work on the Village Hall, but he warned that the Board's funds are not unlimited.
 - He is now the Wiltshire Council Cabinet Member for Housing and related matters.
 - Latest information on the new Keevil Runway is that the matter is probably shelved - he asked the Chairman to email him about “track days” on the airfield.
 - Wind Farm project is definitely off.

Cllr Seed and the Police representatives left at 8.05

5. Reports contd.

- The Chairman asked about responses to Walking with Dogs – Cllr Mrs Crawford reported an approach from one angry resident who resented the “tone” of the flyer, but it seems that most are ready to cooperate.
Cllr Mrs Oliphant has seen more dog-walkers carrying “poo bags”, but Cllr Mrs Read recently saw 2 people with 4 dogs which they allowed to run loose in a field.
Cllr Mrs Crawford asked whether the PC could *enforce* the request to have dogs on leads, adding that she has merely asked people to stick to the footpaths and keep dogs under control - the Chairman said that the law is not clear on this point, but Cllr Mrs Crawford said that fewer people are just wandering off the footpaths.
Cllr Mrs Read suggested putting a leaflet or a sticker on visitors' cars - the Chairman said that would be good if possible, but some people either *cannot* or *will not* read a map - perhaps a better map could be produced?
Cllr Mrs Crawford promised to see what she could do.
Written feedback so far stresses problems with stiles – eg rotting planks, barbed wire on posts, and one case where the stile is unusable and walkers have made a new gap further down, reverting to the proper path once through the hedge.
Cllr Elliott said that more people are using the Lane and sticking to paths; on Kissing Gates, etc he said that the Ramblers Association is keen to see Wiltshire Council install more wheelchair-negotiable gates, especially on the White Horse Way and similar routes. This poses a problem with livestock, and landowners would be responsible for closing the gates. Cllr Mrs Oliphant promised to discuss the whole matter with Cllr Elliott, and added that people demand more bins for disposing of “poo bags” - but who is to empty them??
A notice will go in Spotlight as soon as possible, but currently the editors have problems with space.
- Cllr Mrs Read reported that the Village Hall Committee has decided to have silicone injected in the walls to produce an impermeable layer which should stop rising damp. An expensive process, but thanks to the Area Board's grant for the floor repairs it can now be afforded.
- Cllr Mrs Read promised to email the VH Treasurer's address so the Clerk can send any payments direct to him.

See 7. Finance

6. Section 137 LGA 1972: No application received

7. Finance: The Parish Council examined the Year-End Statement of Accounts for 2014-15:

Section 1 – Accounting Statements 2014/15:

certified as properly presenting Receipts and Payments - *signed* Clerk/Responsible Financial Officer
confirmed as Approved by the Council at this Meeting – *signed* by the Chairman

Section 2 – Annual Governance Statement 2014/15:

confirmed as showing that the Council maintained a sound system of internal control, all present answering “yes” to statements 1-8, and “NA” to statement 9 - the Council is not a trustee

signed by the Chairman and the Clerk/RFO

(Section 3 – External Auditor's Report will be returned to the Council when Audit is complete)

Section 4 – Internal Auditors Report:

Agreed that the Council had achieved all objects of internal control with the exception of Sections F – NA because no petty cash is kept, and K – NA because the Council is not a trustee

signed by the Internal Auditor Mrs M A Kimber

Bank Reconciliation – accepted by the Council as correct, showing 3 unrepresented cheques.

Explanation of Variances – accepted by the Council as correct, none requiring explanation

The Clerk will send the Statement to the External Auditors Grant Thornton as soon as possible

-3-

7. Finance continued

The Clerk then presented her report for this Meeting:

Received since last Meeting:

Date	From	£
9 Apr 15	Lloyds Bank – Interest on Deposit A/c	0.25
24 Apr 15	Wiltshire Council – Precept + Grant	4,581.38

Paid since last Meeting

Date	Payee	Amount £	[inc VAT]	cheque
23 Apr 15	Mrs S Oliphant – printing flyers	19.50	-	119
7 May 15	Daniel Marles – new Notice Board	788.00	-	120

Authorised at this Meeting

Date	Payee	Amount £	[inc VAT]	cheque
13 May 15	Bulkington Village Hall - Donation	374.48	-	122
	WALC – fee for Audit Seminar	12.00	[2.00]	123
	WALC – WALC and NALC 2015 subscription	102.06	[17.01]	124
	Community First – Insurance 2015-16 including 5% discount for 3-year agreement	573.26	-	125
	NALC – Local Council Review 2015 subscription	17.00	-	126

*After Year-End submitted - Internal Auditor's Fee - £30.00 Mrs MA Kimber
When billed – SPEED STICKERS for domestic refuse bins - £87 for 100 stickers*

Bank Balances before transfers totalling £1,500 to cover Payments above:

Bus Bank Instant [Deposit] A/c 27214460 £11,861.42
Treasurer's [Current] A/c 27213368 £536.99
[chq 116 £60 - VH Hire – un-presented, lost?: replacement to be issued after 6 months]

The Chairman is to investigate online banking - for Transfers between A/cc and Statements only..

8. William Breach Centenary Playing Field:

1.

The Chairman reported that after ex-VAT reimbursements to the Parish Council for Fireworks, Calendar and Goalposts, and £60 contribution to Insurance costs – against a profit of £850 on the Fireworks, and a smaller one of £92 on the Calendars - the Playing Field has a Bank Balance of slightly over £3,000.

However, the Cttee is losing members, making such tasks as routine inspections and repairs more of a burden on those who remain. Cllr Mrs Crawford is willing to re-join, but more people need to be involved, both in maintaining the Field and its equipment and in planning for the future. Cllr Mrs Oliphant intends to call a Committee Meeting to discuss its functions and membership.

9. **Planning:** No Application or Decision.

10. **Any Other Business:**

- After Mrs Flynn's resignation – Chairman informed by email, Clerk to ask her to remove her name from Wiltshire Council's Register of Interests – the PC has 1 Casual Vacancy, but Cllr Elliott is considering resigning and will inform the Clerk of his decision after the weekend.
- Clerk to advertise Casual Vacancy/Vacancies next week, by posting a Notice: a Poll may be requested by any 10 or more local council electors within 14 days of the date of the Notice. If no Poll is requested the Council may meet to Co-opt Councillor(s) to serve until Local Council Elections in May 2017.

-4-

10. Any Other Business continued:

- Cllr Mrs Crawford asked to be sent Agendas, Minutes etc by email only.
- Cllr Mrs Read raised a query about a structure which has appeared in Mr and Mrs Gray's paddock behind her house – should Planning Permission be sought? The Chairman replied that it is classified as a “mobile shelter” and so does not require Planning Permission.
- The Chairman said Wiltshire Council seems to believe that the Clerk has resigned – not so, although she was recently “headhunted” by Worton PC. Mrs Price turned down the approach.
- Finally, the Chairman reminded all of the need for helpers at the Fête on Saturday 25 July.

There being no other business requiring discussion, the Chairman closed the Meeting at 9.15pm

Next Meeting 15 July

**to include Review of Financial Regulations
List of Cheque Signatories
Co-option of new Councillors**