

BULKINGTON PARISH COUNCIL

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT
Minutes of the Annual Parish Meeting and Annual Meeting of the Parish Council
held in the Village Hall at 7.30 pm
Wednesday 24 May 2017

Present: Cllr Mrs Read in the Chair

Cllrs P Bowen, P Bennett, Mrs K Lock, I Pendlebery and M Westmacott

Cllr J Seed [Wiltshire Council]

No members of the Public present so the Parish Council proceeded immediately to hear from Cllr Seed:-

There may be problems with the Grant for the Memorial Stone but he remains hopeful – the second Application, for completion of the project, is for about £500.

Bulkington needs a Flood Warden to replace ex-Cllr Ogilvie: Cllr Seed will work with the Warden and send out the Highways newsletter, and he suggested the new Warden contact Mr Ogilvie to organise working arrangements. Cllr Pendlebery volunteered to do this.

Cllr Seed left at 7.45.

1. **Apologies for Absence:** none received
1. 2. **Minutes of 2016 Annual Parish Meeting and Annual Meeting of the Parish Council -**
Accepted as a true record and signed at July 2016 Parish Council Meeting.
3. **Chairman's Report** – for her period as Chairman, from November 2016 only.

Cllr Mrs Read: This report will be short: to be precise, six months and 4 Meetings including this one.

Without warning, during the November Meeting last year, Councillor Oliphant resigned.

As the most senior Councillor present, I took the Chair pro tem.

At this time, there were 2 casual vacancies in addition to 2 Councillors already co-opted.

Welcome to Councillors Bennett and Bowen!

In April the Village Hall suffered damage after an 18th Birthday Party. The organiser offered to pay all bills and this has been done.

An ongoing issue is the lack of a Playing Field Committee; a topic we shall have to address repeatedly until it is resolved. Better news on the Footpaths: Cllr Bennett has undertaken to be our Monitor and will be the point of contact for the Parish Steward. Thank you Paul, for taking on this important task.

Cllr Barratt applied to the Area Board for a grant to enable the first stage of the work on the Memorial to begin. At the following Meeting in January of this new Year, the Parish Council were delighted to learn that the full amount had been granted. Work on removing the old tree root and ground clearing was quickly under way. Since then the Parish Council have agreed on the design for the stone for the site, and, on the advice of Councillor Seed, a new Area Board Grant Application is being prepared.

The end of our year falls in May and it brought four resignations from Councillors Simon Barratt,

Clare Crawford, Glenn Elliott and Olly Coles. They were duly thanked for their valuable work during their tenure. They will be greatly missed.

The May Election brought one new Parish Councillor, Mrs Lock. Welcome Karen!
 Three vacancies remained, but two candidates applied for Co-option and were successful:
 Mr Pendlebery and Mr Westmacott. Welcome Ian and Matt!

In May we also congratulated Jonathon Seed on his re-election to Wiltshire Council.

I am delighted to announce that the invitation to the Royal Air Force Brize Norton Annual Formal Reception has been resigned. Our new Councillor Ian Pendlebery and his wife Ruth will now attend as our Parish Council representatives.

It remains for me to thank all the Parish Councillors for their loyalty and commitment, with an especial thank you to our Parish Clerk Mrs Felicity Price for her unfailing and patient support. Without her efforts the Parish Council came close to extinction. Now we repay her with our service. Long may it continue!

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4. Clerk's Financial Report

The Annual Return for 2015-16 was passed by the External Auditors – Grant Thornton – 19 August 2016.

There were no queries or problems.

There was no fee - the External Audit for Small Councils remains free for 2016-17, and I understand this will be true next year, 2017-18, when PKF Littlejohn LLP take over as Wiltshire's External Auditors.

The Internal Auditor's fee remained £30 and was paid in September 2016.

Summary Figures for 2015-16 and 2016-17 – *nb 2016-17 not yet with External Auditor*

(all figures rounded to nearest £)

	2015-16	2016-17
£	£	
Balance Brought Forward	7,757	6,962
+ Precept	4,500	4,655
+ Other Receipts	2,521	1,418
- Staff/Admin Costs	1,821	1,816
- Other Payments	5,995	4,221
Balance Carried Forward	6,962	6,998

Total Fixed Assets – Playing Field and Equipment, War Memorial, Bus Shelter:
 Unchanged at £50,080. The Play Equipment is insured at £32,250

Other Receipts are *down* by £1,103 – almost entirely accounted for by reimbursement of ex-VAT cost of Village Hall damp-proofing in May 2015, nothing corresponds to this in 2016-17. £550 Grant from Melksham Area Board in March 2017, immediately paid out for Tree Stump Removal – so cancels out.

But the Precept was £155 *up* and in May 2016 Lloyds Bank paid £259 in apology for delays in changing cheque signatories – this was originally paid to the then Chairman Mrs Oliphant who passed it on to the Parish Council – nothing corresponds to this in 2015-16.

Just under £417 in reimbursement for the ex-VAT cost of the November 2016 Fireworks not yet paid

by the Playing Field would have made a difference, but will now form part of the 2017-18 Accounts.

Altogether, the Parish Council was able to hold its Balance at just under £7,000;

this is £2,343 over the £4,655 Precept for 2016-17 – roughly 50% - giving a margin of safety.

The Parish Council Precept for 2017-18 is £4,750 – a rise of £95 or about 2% - and barring large price increases it should be possible to retain a similar Balance, even if there is no Grant from Melksham Area Board for completion of the 1918-2018 War Memorial.

Cllrs Pendlebery and Mrs Lock will replace Glenn Elliott and Simon Barratt as Signatories as soon as the Clerk can arrange it with the Bank.

Cllr Bennett said that he will make every effort to clear up problems with Footpaths as soon as possible.

The Parish Council went on immediately to Special Finance Meeting to Approve the Annual Return

All present Agreed to answer “yes” to all the questions of Section 1. Annual Governance Statement -

with the exception of 9. Trust Funds – N/A because the Parish Council is not a trustee.

The Internal Audit Report “Agreed” with all statements except K: Trust Funds – N/A as above – and

F: Petty Cash – N/A because none kept.

Section 2. Accounting Statements: Approved by Parish Council and signed by Clerk and Chairman.

The Clerk will send the Annual Return to the External Auditors as soon as possible.

The Meetings ended at 8.35.