

WYLYE PARISH COUNCIL

RECORD OF POINTS AND DECISIONS ARISING FROM THE PARISH COUNCIL MEETING HELD AT 1830 HRS ON WEDNESDAY 21st May 2025 AT THE WYVERN HALL

PRESENT

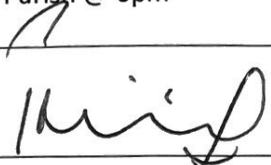
Name	Appointment
Mr Piers Williams (PW)	Chair
Mrs. Alice Clarke (ALC)	Vice Chair
Mr. Spencer Bull (SB)	Councillor
Mr James Hussey (JH)	Councillor
Mr Anthony Beattie	Councillor
Ms. Laura Napper	Clerk
Public present: 0 members of public present	

POINTS AND DECISIONS ARISING

Item	Points/Decisions	Action
(a)	(b)	(c)
	<p style="text-align: center;"><u>Public Session</u></p> <p>No members of public present.</p>	
43/25	<p><u>1. To elect a Chair of the Parish Council</u> Cllr Williams (PW) himself forward as Chair, Cllr Clarke (ALC) proposed and Cllr Hussey (JH) seconded for Cllr Williams to be Chair.</p>	
44/25	<p><u>2. To elect Vice Chair</u> Cllr Clarke (ALC) put herself forward, Cllr Williams (PW) proposed and Cllr Bull (seconded) that Cllr Clarke will become the Vice Chair.</p>	
45/25	<p><u>3. Apologies</u> Cllr Andrew Clarke (AC) Cllr Amelisa Wright (AW)</p>	
46/25	<p><u>4. To discuss dispensations</u> None.</p>	
47/25	<p><u>5. Declarations of Interest</u> Cllr Williams and Cllr Bull made the council aware that they are on the steering group for the village shop.</p>	
48/25	<p><u>6. Wiltshire Cllr report</u> Cllr Wayman made all the Cllrs aware of the recent changes after the Wiltshire Council elections earlier this month. She made the PC aware that Wiltshire Council will be making a presence at the 'Party over the Hill' this weekend they will aim to be there at 10.30pm for an hour or so on Saturday night of the festival.</p>	
49/25	<p><u>7. Minutes of the Wylve Parish Council Meeting held on 2nd April 2025.</u> The minutes from the 2nd April were agreed and signed by the Chair. Proposed by Cllr JH and seconded by Cllr ALC.</p>	

	<p>Matters arising</p> <p>SID - the Chair has made contact re ordering a post this and has to follow this up</p> <p>Notice board - still waiting for the new door replacement. The invoice for the board is still to be paid.</p> <p>Allotments - are looking positive and this will initially be a community asset. It looks like there are already some interested parties looking to take on allotments.</p> <p>Bin at playground – Cllr PW has spoken to Wiltshire Council and they are aware it is there to be emptied but it seems to not be included in their regular collections.</p>	
50/25	<p>8. <u>To hear the Chair's announcements</u></p> <p>Nothing to report.</p>	
51/25	<p>9. <u>Review and adoption of Councils Standing Orders and Financial Standing Orders</u></p> <p>Cllr PW proposed to adopt these standing orders, Cllr JH seconded. Clerk to send these to Cllr Clarke (ALC) to update the website.</p>	ALC
52/25	<p>10. <u>Changes/Confirmation of Cllrs Portfolios</u></p> <p>Communications- Cllr ALC Data Protection -Cllr AC Footpaths -Cllr JH Parish Steward -Cllr AW Highways -Cllr PW Playground -Cllr PW</p> <p>It was agreed that the above Cllrs would take on these portfolios ALC and The Clerk will communicate this to the Messenger and add onto the website and notice boards.</p>	Clerk/ALC
53/25	<p>11. <u>Finance/Clerk Report</u></p> <p>Clerk Report matters dealt with under delegated powers</p> <p>Clerk Update</p> <p>a. Balance in the treasurers account as per bank statement on 20th May 2025. £20,785.99 Transactions made since last meeting on 2nd April 2025 with a previous Bank balance of £13,216.58</p> <p>Payments made See appendix attached</p> <p>b. Payments to issue for agreement.</p>	
54/25	<p>12. <u>To approve items of expenditure listed in the period April/May 2025.</u></p> <p>These payments were approved, proposed Cllr PW and seconded by Cllr JH . See appendix attached</p>	
55/25	<p>13. <u>To approve accounts 24/25</u></p> <p>These were approved by the Chair and all other Cllrs.</p>	

56/25	<p><u>14. To accept and approve internal audit report by Auditing Solutions and approve payment of invoice</u> The report was acknowledged by all Cllrs, the high balance was spoken about and it was agreed that the Clerk look at options of a savings account that may receive higher interest, there will be more expenditure coming up in the near future that will result to reducing the balance.</p>	Clerk
57/25	<p><u>15. To review and approve the Annual Governance and Accountability return (AGAR)</u> The Chair and all the Cllrs approved the AGAR, The Chair and Clerk signed this document. The Clerk to submit to PFK Little John before the deadline.</p>	Clerk
58/25	<p><u>16. To confirm publication AGAR Exercise of Public Rights 2024/2025</u> The Clerk made all the Cllrs aware of the dates of publication. The Clerk will advertise these on the boards as required.</p>	Clerk
59/25	<p><u>17. Annual review of insurance 2025/2025</u> The insurance renewal was discussed of £456.02 per year. This was a 3 year agreement, this year is the 3rd year at this fixed price. Clerk will make payment of the premium.</p>	Clerk
60/25	<p><u>18. Village Shop</u> The Chair updated all that one meeting has taken place where a steering group was formed. The village Community Shop idea is continuing to be pursued. There is a meeting being held in the car park of Village Hall, 22nd May (tomorrow) with Portacabin. The Village Shop steering group have approached the PC for a grant of £350 towards a membership to Plunkett and initial working capital. Cllr JH proposed and Cllr AB seconded this request for the £350 Grant.</p>	
61/25	<p><u>19. Littering Townsend</u> The Company 'News Team' have been approached via email from the Chair due to the recent littering of papers at Townsend. They seem to have taken this onboard and the problem seems to have dissolved.</p>	
62/25	<p><u>20. Email addresses</u> Cllr Beattie, Cllr Wright and the Clerk still do not have working email accounts, the Chair is going to make contact with Cllr AC to arrange a meeting with all to rectify this.</p>	Chair
63/25	<p><u>21. Playground Contract</u> Inspection of playground has been recently carried out, Chair/Clerk to look into Setting up a survey on the Wylde web for equipment and general upgrade. PW will set this up. The current contract of the playground maintenance was discussed, it was agreed to remain with the current contractor over the summer months and review again in 6 months.</p>	Chair
64/25	<p><u>22. Highway Matters</u> The Chair has reported 5 separate issues to National highways and on my Wilts app.</p>	
65/25	<p><u>23. Footpaths</u> Cllr AW was not present to report on the virtual pavement. Mr Henry Colins to be thanked for his prompt dealing with the tree on the bridge, Chair Limited access on the Railway crossing between Wylde and Steeple Langford there has been correspondence received with regards to this. The PC are not</p>	Chair

	willing or have the authority to take this further and will suggest to the parishioner that they take this forward direct with Wiltshire Council.	
66/25	24. Planning None.	
67/25	25. Matters of the Parish Steward No particular agenda for his coming visit.	
68/25	26. Correspondence None.	
69/25	27. Items for the Website/Messenger/Notice Boards Cllrs portfolio and email addresses. All End of year info including AGAR accounts exercise of public rights, insurance, SO's onto website. Meetings for the coming year.	
70/25	28. Items to be added to the next agenda Invite representative from Village Hall Invite church representative Risk Register Asset register	
71/25	29. Date of the next Parish Council Meeting Wednesday 30 th July @ 6pm Wednesday 24 th September @ 6pm Wednesday 26 th Nov @ 6pm Wednesday 28 th Jan @ 6pm Wednesday 25 th March @ 6pm Wednesday 20 th May AGM/Meeting of the Parish @ 6pm	
	Date: 30 July 2025 Chairman 	

Date	Description	Amount	Balance
03/04/2025	Shelley Signs	£288.00	£13,216.58
03/04/2025	HMRC	£44.20	£13,172.38
03/04/2025	WALC	£196.42	£12,975.96
03/04/2025	DCK Payroll	£40.80	£12,935.16
09/04/2025	C Rodger	£96.17	£12,838.99
23/04/2025	Precept	£8,000.00	£20,838.99
23/04/2025	ICO	£47.00	£20,791.99
30/04/2025	Bank Charge	£6.00	£20,785.99