

WYLYE PARISH COUNCIL

RECORD OF POINTS AND DECISIONS ARISING FROM THE PARISH COUNCIL MEETING HELD AT 1800 HRS ON TUESDAY 23rd MAY 2023 AT THE WYVERN HALL

PRESENT

Name	Appointment
Mr M Shuldham (MS)	Chairman
Mrs Caroline Lewis (CL)	Councillor
Mr Andrew Clarke (AC)	Councillor
Mr James Hussey (JH)	Councillor
Mr Piers Williams (PW)	Councillor
Ms Amelisa Wright	Councillor
Mrs Alice Clarke (ALC)	Councillor
Ms Laura Napper	Clerk

POINTS AND DECISIONS ARISING

Item	Points/Decisions	Action
(a)	(b)	(c)
	<p><u>Public Session</u></p> <p>No members of public present.</p>	
142/23	<p>1. <u>Appointment of Chair and Vice Chair</u> MS put himself forward as Chair, this was Proposed by AC, Seconded by AW PW put himself forward as Vice Chair, this was Proposed by AW, Seconded by CL</p>	
143/23	<p>2. <u>Apologies:</u> J Hussey (Cllr)</p>	
144/23	<p>3. <u>Resignation/Co option of Cllrs</u> The Chair/Clerk has received the resignation of Cllr KH. The Clerk to remove Cllr KH on the Wiltshire Council website and let the Electoral team know of the vacancy to enable the PC to advertise the vacancy.</p>	Clerk
145/23	<p>4. <u>Declarations of Interest:</u> None.</p>	
146/23	<p>5. <u>Cllrs Responsibilities</u> Planning – MS/CL Highways - MS Data Protection – AC Footpaths – JH Parish Steward – CL/MS Litter – AW Dog Fouling – AW Playground – PW Website - AC</p>	
147/23	<p>6. <u>Wiltshire Cllr report</u> Cllr Wayman explained there has been an Increase in Potholes being reported, the new contractor is struggling to repair these in a timely way. Cllr Wayman said to continue to report them on my Wilts app.</p>	

	<p>She also explained that the Dark Skies reserve needs to be 67% to remain compliant, it is currently only at 12%, this needs to be addressed in the local area and residents need to be aware of the initiative.</p> <p>Cllr Wayman confirmed she has looked at the issue from a resident at the Deptford junction and the complaint with regards to HGVs, she has looked at the original planning application and does not think there is any further action herself or the PC can undertake.</p>	
148/23	<p>7. <u>Insurance 23/24</u></p> <p>The insurance renewal was circulated to all Cllrs, the renewal was agreed. Cllr ALC asked about looking at the village hall insurance and the possibility of the PC having a joint policy with them, there insurance is for renewal in December, Cllr ALC to forward their policy to clerk for consideration and look at options.</p>	AC, Clerk
149/23	<p>8. <u>Wickstead Report</u></p> <p>An inspection has been carried out in May and the report circulated to Cllrs. There were 7 items that need addressing.</p> <p>A quotation has been received for some of the repairs to the park from Wickstead.</p> <p>The Cllrs agreed to look at the repairs and recommendations and address them themselves including signage requirements before instructing Wickstead or another contractor to carry out the repairs.</p>	PW, AW
150/23	<p>9. <u>Village Shop</u></p> <p>Cllr ALC confirmed a questionnaire has been circulated with the Messenger with regards to the post office and shop in Wylve.</p> <p>It was agreed by all Cllrs to encourage everyone to continue to support the shop as it does not want to be lost as a great asset to the local villages.</p>	
151/23	<p>10. <u>Minutes of the Wylve Parish Council Meeting held on 28th March 2023.</u></p> <p>The minutes of the 28th March were agreed and signed by the chair. Proposed by PW and Seconded by AC.</p> <p>Matters arising None.</p>	
152/23	<p>11. <u>Minutes of the Wylve Parish Council AGM held May 2022.</u></p> <p>The minutes of the AGM May 2022, Proposed PW, Seconded AC</p> <p>Matters arising None.</p>	
153/23	<p>12. <u>Clerk Update</u></p> <p>The Clerk asked for agreement to the internal audit next year and instructing an internal auditor to do this. She would like to ask Auditing Solutions whom do this for numerous PC's. It was agreed by all to instruct the internal auditor.</p> <p>The Clerk explained that the Website needs to be updated with all PC information, agenda, minutes, AGAR, accounts, standing orders, financial regulations to ensure that the PC are compliant. Clerk and ALC to address this.</p>	Clerk, ALC
154/23	<p>13. <u>Finance</u></p> <p>Balance of the bank account on the 31/03/2023 £14,585.78</p> <p>Cheques for signature</p> <p>Insurance £459.60</p> <p>Walc subs £184.51</p> <p>DCK payroll £76.80</p> <p>Clerks salary Apr/May £266.88</p> <p>T Cox £50.00</p> <p>P Williams £796.01</p>	
155/23	<p>14. <u>Review of Standing Orders and Financial Regulations</u></p> <p>Clerk circulated the standard NALC documents for adoption.</p>	Clerk

	All Cllrs agreed these can be adopted. Clerk to send to ALC to add to website	
156/23	15. <u>Approve Accounts 22/23</u> The 22/23 accounts were approved by all Cllrs. Proposed MS, Seconded PW	
157/23	16. <u>To review and approve the Annual Governance and Accountability Return AGAR 22/23</u> All Cllrs agreed the AGAR 22/23.	Clerk
158/23	17. <u>To confirm the dates of AGAR Exercise of Public Rights 2022/2023</u> All Cllrs agreed.	Clerk
159/22	18 . <u>Planning</u> a. PL/2023/00905, Dower House, Fisherton de le mere, Warminster, Proposed replacement conservatory, deadline 09/03/2023. PC sent no response. b. PL/2023/03360, 6 CHEQUERS COTTAGES, WILTON ROAD, WYLYE, WARMINSTER, BA12 ORJ, Two-storey rear extension to existing terraced house, to enlarge & replace existing rear extension. Single storey rear extension to form Garden Room. Addition of PV solar panels & 1no. 'velux' window to existing rear elevation roof slope. Single storey front addition to form entrance hall & covered porch. Deadline 25/05/2023. PC to submit support with a condition, to protect Dark Skies Status. c. PL/2023/03344, THE OLD RECTORY, DYER LANE, WYLYE, WARMINSTER, BA12 ORN, 1. x2 Apple tree to be pruned 2. Yew tree to be felled to ground level 3. Conifer to be felled to ground level 4. Sycamore to be felled to ground level 5. Dead Cherry tree to be felled to ground level 6. Large twin stem Horse-chestnut to be pollarded to a 4m monolith 7. Horse chestnut to be felled to ground level 8. Small dead Cherry tree to be felled to ground level, deadline 19/05/2023. PC made no submission.	Clerk
160/23	18. <u>Highway Matters</u> Potholes have been listed in the Wylve Parish vicinity and are ready to give to the Parish Steward on his next visit.	MS/CL
	19. <u>Footpaths</u> Nothing to report.	
161/23	13. <u>Matters for Parish Steward</u> As per schedule to be completed.	
164/23	16. <u>Items for the Website/Messenger</u> Dark skies information to be put in the Messenger and a Thank you to litter pickers that took part over the Coronation weekend.	MS
165/23	17. <u>Date of the next Parish Council Meeting</u> Next PC meeting Tuesday 25 th July 23 The years meetings 26 Sept 23 28 Nov 23 30 Jan 24 26 March 24 28 May 24 (AGM). Clerk to book hall.	Clerk
	Date: Chairman	