

WYLYE PARISH COUNCIL

RECORD OF POINTS AND DECISIONS ARISING FROM THE ANNUAL PARISH COUNCIL MEETING HELD ON WEDNESDAY 1 MAY 2019

Website is: <http://www.southwilts.com/swcw-user/site/wylye-parish-council/>

PRESENT		
Name	Appointment	
Mr M Shuldham Mrs L Cassels Mr Gad Wiltshire Mr G Benson Mrs J MacDougall	Chairman Vice Chairman Councillor Councillor Clerk	
POINTS AND DECISIONS ARISING		
Item	Points/Decisions	Action
(a)	(b)	(c)
	<u>Public Forum</u> An enquiry was made about the procedure that the Wiltshire Council adopt when allocating local housing to new occupants. The Clerk will contact the Housing Department to ask for some clarity.	Clerk
27/19	1 <u>Appoint Chair and Vice Chair</u> Cllr M Shuldham was proposed as Chair by Cllr GB, seconded by Cllr LC. Cllr L Cassels was proposed as Vice Chair by the Chmn, seconded by Cllr GW and agreed.	
28/19	2 <u>Apologies:</u> Cllr A Clark and Wiltshire Cllr D Henry.	
29/19	3 <u>Declarations of Interest and Dispensations</u> – None.	
30/19	4. <u>Minutes of the Wylve Parish Council Meeting held on 7 March 2019</u> were proposed by the Cllr GB, seconded by Vice Chair and agreed.	
31/19	<u>5. Councillor’s Responsibilities</u> <u>Flood Warden: Chairman</u> <u>Parish Steward: Chairman and Cllr G Wiltshire</u> <u>Data Protection: Cllr A Clark</u> <u>Planning: Chairman, Cllr G Wiltshire, Cllr G Benson</u> <u>Wyvern Hall Representative: Cllr L Cassels</u> <u>Playground Inspection: Chairman</u> <u>Website: Cllr L Cassels</u> <u>Area Boards Liaison/CATG – Chmn/Clerk</u> <u>Responsible Financial Officer: Clerk</u>	
32/19	6. <u>Wiltshire Councillor Report</u> -None.	
33/19	7. <u>Internal Audit Report – FY 2018-19</u> Mr Tom Cox conducted the internal audit and signed documents on 24/4/2019.	Clerk
34/19	8. <u>AGAR – Annual Governance Accountability Return</u> The Chmn proposed that this document be approved at the meeting. All agreed. <u>Certificate of Exemption for Smaller Authorities</u> The Chmn confirmed that the annual gross income and the annual gross expenditure for the authority did not exceed £25,000 and thereby it is exempt from a limited assurance review. A copy of this document will be forwarded to the auditors and placed on the website. All agreed and the document was signed.	Clerk
35/19	9. <u>Annual Governance Statement</u> The Parish Council to the best of its knowledge has met its responsibilities, obligations and internal accounting controls and the Chmn proposed that the Statement should be approved. All agreed.	Clerk
36/19	10. <u>Accounting Statement 2018/19</u> This document has been prepared on a receipts and payments basis following the guidance in Governance and Accountability for Smaller Authorities. The value of the current account agrees with the bank reconciliation. The Chmn proposed the approval of this document. All agreed. <u>Commencement date of Electors Rights: 3 June – 12 July 2019</u> Any person interested has the right to inspect and make copies of the financial documents and they are available for inspection on reasonable notice by application to the Clerk.	
37/19	11. <u>Finance</u>	

	<p>(i) <i>Balance in the Treasurer's Account as at 1 April 2019: £9,972.63</i> <i>Received Precept from Wilts Council 25/4/19: £5,500.00</i> <i>Balance in Treasurer's Account as at 25 /4/19: £13,754.30</i></p> <p>(ii) <i>Cheques signed 10/4/19: ICO for Data Protection: £40</i> Wicksteed Leisure Ltd for inspection: £54</p> <p>(iii) <i>Cheques for signature:</i> WALC/NALC annual subscription: £189.46 N A Moss inv 10495 for grass cutting at Wylve Play Area: £180</p> <p>(iv) The Annual insurance premium is payable for year 2 of the current 5 year agreement Community First insurance premium: £561.03 The asset register is increased to include the cost of the new replacement bench (£60) and the small white noticeboard (£50). Items for insurance remain unchanged. The Chmn proposed and all agreed.</p> <p>(v) VAT of £376 to be reclaimed from HMRC by the Clerk.</p>	Clerk
38/19	<p>12. Planning <u>19/02384/Ful Victoria Cottage, Wylve, BA12 OKY</u> Proposed 2 storey rear extension and alterations. – No comment. <u>19/03576/FulClay Pit Hill, Codford Down, E Farm, Codford BA12 OPJ</u> Resubmission of 18/03167/Ful Erection of solar panels</p>	Clerk
39/19	<p>13. Village Maintenance – litter picking The Litter picking event which Mr Tom Cox organized was well attended and a number of black sacks were filled with litter especially from the verges beside the slip road leading to the A303. Pick up sticks are always available for volunteers to use any time when required. Tom Cox is the contact who will provide the equipment which is on permanent loan from Wiltshire Council. Tom will advertise this in the Messenger.</p>	
40/19	<p>14. Recreation Ground – Wicksteed Leisure Ltd Inspection Report The Wicksteed inspection highlighted two items of equipment which are graded as medium risk with a quote for their repair work.. The Chmn proposed that another quote for the repair work should be sought from Home Front. All agreed. The Clerk will obtain this.</p>	Clerk
41/19	<p>15. Road Safety – issue 6817 Teapot St Following a site meeting with Mr Button, Wilts Council Highways Dept, the white lines at the junction of Teapot St are to be repainted drawing attention to this narrow and hazardous section of road. The Senior Engineer declined the offer of a site meeting from the Parish Council and instead asked for the matter to be discussed at the CATG meeting. The Chmn and Clerk will attend the Amesbury CATG meeting on 13 May 10am-12 noon to discuss options. As vehicle numbers increase and speed through villages is becoming a more recognized problem. Speed indicator devices have been permitted along hazardous stretches of road to deter speeding. These have been authorized by the Authority but sourced and purchased by the local community. Some 20 mph signs instead of 30mph have been authorised by the Highways Dept and part paid for by the community. The Vice Chmn mentioned that large agricultural vehicles through the village caused concern from pedestrians and suggested that a white line could be painted on the road to create a pedestrian way from the pavement at the Shop around the bend towards Teapot St.</p>	Clerk
42/19	<p>16. Items for the Messenger/website Notification of date of next meeting. Resume of Annual Parish Meeting for the Messenger. Cllrs responsibilities. All financial documents relating to the Annual Audit will be placed on the website as required by PKF Littlejohn LLP the National Auditors.</p>	Clerk Vice Chmn
43/19	<p>17. Date of the next Meeting: Wednesday 4 July 2019 at 7pm in the Wyvern Hall</p>	
	Date:	Chairman: