
GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

Minutes of the Annual Parish Council Meeting 2 May 2018 at 8.45 p.m. Community Room of Walter Powell School

Present Cllr S Mansfield (Chair) Cllr M Hourigan
Cllr C Blount Cllr F Hyde
Cllr D Butcher

In attendance T M Chapman (Clerk)

18.05.1. **Declaration of Acceptance of Office**

The meeting **noted** that all continuing Councillors had signed this in 2017 in their capacity as members of the Parish Council.

Cllr Mansfield then vacated the Chair and, in the absence of the Vice-Chair, it was taken by the Clerk for agenda item 18.05.2 only

18.05.2. **Election of Chairman & Declaration of Acceptance of Office for 2018/19**

Cllr Mansfield was unanimously **elected** as the Chairman for 2018/19.
Proposed: Cllr Blount. Seconded: Cllr Hyde.
He then duly signed the Declaration of Office.

18.05.3. **Election of Vice-Chairman & Declaration of Acceptance of Office for 2018/19**

Cllr Cole was unanimously **elected**, in absentia, as the Vice-Chairman for 2018/19 having previously signified his consent to stand by having completed and signed a Declaration of Office.
Proposed: Cllr Mansfield. Seconded: Cllr Butcher.

18.05.4. **Resignations and Co-options**

The resignation of Cllr Arthur Scott was **noted**. The Parish Council will seek to **co-opt** to fill this casual vacancy, should no election be requested by 3 May.

18.05.5. **Apologies for Absence**

These were received from Cllrs Binstead, Cole & Gravell and Wiltshire Cllr T Sturgis.

18.05.6. **Declaration(s) of Interest**

There were no new declarations. The members present **confirmed** that the register of interests is as displayed on the Wiltshire Council website remains up to date.

18.05.7. **Minutes and Matters Arising**

7.1 **Approved minutes of the 2017 APCM**

These were **received** and **ratified** as being a true record of the meeting.

Proposed: Cllr Blount. Seconded: Cllr Butcher.

7.2 Minutes of the Meeting held on 4 April 2018

The Councillors **approved** the minutes (Proposed: Cllr Blount. Seconded: Cllr Butcher) and the Chair **signed** them as a true record of the meeting. It was felt that the matters arising were adequately covered by the business of this meeting and the preceding APM.

18.05.8. Councillor Areas of Special Interest

The Councillors **reviewed** the areas of special interest in the light of skill set and work load and assigned them as follows:

	Lead PC Member	Assisted by
➤ Cemetery	Cllr Hourigan	
➤ Community Room	Cllr Hyde	Cllr Mansfield
➤ Emergency Planning	Cllr Blount	Cllr Gravell
➤ Finances	Cllr Binstead	
➤ Free Gardens	Cllr Butcher	Cllr Hourigan
➤ Footpaths and Rights of Way	Cllr Binstead (Gt Somerford)	Cllr Hourigan (Startley)
➤ Highways and Parish Steward	Cllr Mansfield (Gt Somerford)	Cllr Hourigan (Startley)
➤ Planning	Cllr Cole	Cllrs Butcher & Mansfield
➤ Play Area	Cllr Hyde	

There were no updates on 2017 activity beyond those provided to the Annual Parish Meeting.

18.05.9. Public Participation at Council meetings

The Parish Council considered that the rights of the public should remain unchanged: i.e. 10 minute Open Forum session at the start of each meeting plus 3 minute for any individual to make representations about planning matters before the Council.

18.05.10. Planning Matters

<http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>

The Councillors considered the applications and, after debate, determined their stance as follows and tasked Cllr Cole to respond to Wiltshire Council as normal.

i Planning Applications since the last meeting

18/03011/FUL Kantara – Extensions, porch, garage & office
Not supported as the plans included new build in the countryside.

18/03425/FUL The Hawthorns, Startley – Extensions, portico, carport & sun room
Not supported due to the proposed 2.5m high wall at the road junction.

18/03592/FUL Tamarisk – Relocate soil pipe, install log burner and external flue
Supported.

18/03890/TCA The Beeches – Fell one holly tree
Supported.

ii **Applications Determined by Wiltshire Council since the last meeting**

18/02360/TCA Millbrook House – Fell silver birch; No objection
Noted.

18.05.11. **Finance and Audit**

i **Finance Report**

The one payment of £126.89 made between meetings was **ratified** and payments totalling £715.08 were **approved**. Proposed Cllr Hourigan. Seconded Cllr Blount. Cheques were signed by Cllrs Mansfield and Butcher.

The bank balances of £22,015 were noted after receipt of the 2018/19 precept of £8,118 which was in line with the budget.

ii **Quotes for a speed awareness camera for Startley**

The Councillors considered the three quotes before it, two from Message Maker for different pieces of equipment and one from Elan City. After discussion of the pros and cons (price and functionality) it accepted the recommendation from Cllr Hourigan and **approved** the purchase of a SWARCO MVA54. Proposed Cllr Butcher. Seconded Cllr Blount.

This equipment was approved by Wiltshire Council, had good battery life and was easy to mount and dismount. The 2018/19 budget had set aside £2,070 towards the cost plus £570 from reserves carried forward from 2017/18.

Cllr Hourigan will organise with the Clerk the purchase order and deposit cheque.

Action: Cllr Hourigan & Clerk

18.05.12. **Governance**

i **Councillor contact list**

This was **reviewed** and will be **updated** in line with the delegation of work as itemised in minute 18.05.8.

ii **Protocol for the publication of minutes**

The Council considered the proposition that it should cease publishing its minutes on the village noticeboards (no longer required by the Transparency Code) and just rely on the website and the precis in the Signpost magazine. It unanimously rejected the proposition and **agreed** to continue to display its minutes on the village noticeboards.

iii **General Data Protection Regulation compliance**

The Parish Council noted the briefing provided by Cllr Blount following his attendance at a WALC organised course and was encouraged by the latest amendment (yet to be approved) seeking to exempt Parish Councils from the need to appoint its own Data Protection Officer.

It tasked Cllr Blount and the Clerk to draft a Privacy Statement for circulation and approval at the next meeting.

**Action Cllr Blount & Clerk
Agenda June**

18.05.13. **Correspondence**

There were no items received for information as circulated between meetings that Councillors have brought forward for discussion or decision.

i **Asset of community value**

Cllr Blount recommended that the Parish Council no longer seek to have the Volunteer pub classified as an asset of community value as it was clear that both Arkells and the current landlord were investing in the pub and such an application might affect good relations.

Proposed Cllr Blount. Seconded Cllr Mansfield.

The proposition was unanimously **approved**.

A letter will be sent to Arkells to advise them of the changed stance

Action Clerk

and Simon Day of Wiltshire Council will be informed.

Action Cllr Blount

18.05.14. **Update on Standing items**

These were deemed to have been covered under agenda item 8.

18.05.15. **Councillors' Observations and Items for Next Agenda**

The following items will come to the next meeting(s):

- On-line banking and payments to HMRC (June);
- Possible CATG funding application for West Street footpath to be formed by piping the ditch and flattening the verge (July);
- Community Emergency Plan (July).

18.05.16. **Dates for Future Meetings**

It was agreed that the next meetings of the Parish Council will be held at 7.30 p.m. on Wednesday

6 June	3 October	6 February
4 July	7 November	6 March.
5 September	9 January	

The meeting closed at 9.45 p.m.

Approved


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Chair

Date

6/6/2018
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