

**MINUTES OF THE ANNUAL MEETING OF GREAT SOMERFORD  
(INCORPORATING STARTLEY) PARISH COUNCIL  
HELD IN THE COMMUNITY ROOM AT SOMERFORDS WALTER POWELL SCHOOL  
ON WEDNESDAY 14<sup>TH</sup> MAY 2014 THAT COMMENCED AT 7.30pm.**

**PRESENT:** Cllrs S Jevons, H Cole, R Hughes, A Cook, J Loader, Mrs C Butler, M Hourigan, A Scott, Wiltshire Cllr T Sturgis, Mrs S Webb, Clerk + 4 members of the public.

**MINUTES**

001.14	<b>Election of Chairman and Declaration of Acceptance of Office for 2014/2015</b> - Cllr S Jevons was proposed, seconded and it was unanimously carried - Cllr Jevons accepted the post and signed the Declaration of Acceptance of Office.
002.14	<b>Election of Vice-Chairman and Declaration of Acceptance of Office for 2014/2015</b> - Cllr H Cole was proposed, seconded and it was unanimously carried - Cllr Cole accepted the post and signed the Declaration of Acceptance of Office.
003.14	<b>Apologies for Absence</b> - Received from Cllr Butcher
004.14	<b>Minutes</b> - The Minutes of the meeting held on the 16 <sup>th</sup> April 2014 were signed by the Chairman and adopted as a true record.
005.14	<b>Declarations of Interest</b> - Cllr Scott declared a personal interest in item 11 (Community Room) stayed and gave useful information
006.14	<b>Public Participation</b> Mr Tuite asked if consideration could be given to a more attractive village sign - Enquiries to be made - <b>ACTION CLERK</b>  Mrs O'Flaherty expressed concern over the bus time table for Gt. Somerford to Malmesbury - Her suggestions are to be passed to Cllr Loader who will relay any suggestions to Wiltshire Council - <b>ACTION CLLR LOADER</b>
007.14	<b>Wiltshire Council update</b> - Cllr Sturgis reported that due to an incident of verbal abuse from a dog walker to members of his family while walking alongside the old railway line, this permissive path will be temporarily closed. It was suggested that as the abuser was known it should be reported to the police - this was noted.  This to be mentioned in the Signpost - <b>ACTION CLERK</b>
008.14	<b>Planning Matters -</b>  <b>W C Decisions</b> 14/03387/TCA Fell one Cedar tree at 7 Frog Lane, Gt. Somerford - <b>Approved</b>  14/02443/FUL Extension at Elmbrook, Startley - <b>Approved</b>
009.14	<b>Cemetery Matters</b> - The Clerk reported that Mrs Rivers had accepted the fees for the burial of ashes and erection of a tablet. Some Certificates of Cremation are kept with the Clerk
010.14	<b>Highway Matters - As received</b> a) Speed Indicator Device for Startley - Cllr Hourigan reported that speeding is still a

	<p>big problem in Startley - A letter to be sent to Police Sgnt Alvis bringing this to his attention and to request a meeting together with a member of the CATG - <b>ACTION CLLR HOURIGAN</b></p> <p>b) Clearing of ditches - - Cllr Loader reported that all was well except for Hollow Street – owners of the land that have blocked ditches are to be contacted. - <b>ACTION CLLR LOADER</b></p> <p>c) Guinness Trust Development - request for a footpath - Awaiting results of topographical survey</p> <p>d) Pedestrian Gate West Side, Startley. - Cllr Hourigan reported that he had repaired the gate and it is awaiting inspection.</p> <p>e) Highway issues – Cllr. Jevons reported that repairs are 8 months in arrears and only dangerous repairs are being carried out. The next visit from Matt Perrott is 4<sup>th</sup> June 9.30am</p> <p>f) Frog Lane request to remove the Flood Caution sign - Cllr Cook reported that a solution had been reached - <b>CLOSED</b></p> <p>g) Invitation to submit locations for 20mph restrictions for CATG - A part of Dauntsey Road has been suggested - CATG are looking at an alternative solution to this problem that involves flashing lights etc.</p> <p>h) Position of litter bins - The Clerk reported that no new bins are being issued but if parishes wished they could rearrange the siting of the existing bins - <b>CLOSED</b></p>
011.14	<b>Community Room</b> - Cllr Jevons reported that he had discussed use of the community room with the school and reminded users that the room must be cleared after use.
012.14	<b>Mobile Library</b> - Consideration was given to alternative stopping sites following notification from W C that it is not well used. - It was agreed that the site it stops at (The School) is the best site for the library.
013.14	<p><b>Future Objectives for the Parish Council</b></p> <p>S106 Agreements outstanding- Main priority - Upgrade of children’s play area.</p> <p><u>S106 Agreements outstanding -</u></p> <ul style="list-style-type: none"> <li>- 15 Winkins Lane. - £4,800 now used £1,000 yet to be used.</li> <li>- Springfields Dauntsey Road. - £2,116 ready for use. - This is two thirds of the full amount.</li> <li>- Possible S106 for Brown Leaves -Nothing to report</li> </ul>
014.14	<p><b>Items for Action</b></p> <ul style="list-style-type: none"> <li>• <b>Community School Management</b> – Nothing to report</li> <li>• <b>Playarea</b> – Cllrs Cole reported that quotes for repair of the fencing are being requested. Safety matting is to be ordered and the cost to be born by the remainder of the S106 money</li> </ul>
015.14	<b>Neighbourhood Plans</b> - Cllr Jevons reported that a public meeting was held on the 22 <sup>nd</sup> April and 37 people attended. 2 more volunteers were recruited onto the Steering Group at this meeting. The notes of that meeting have been circulated to all those who declared an email address. Anyone else who would like a copy of the notes to contact the Parish

	<p>Clerk on 01666 824620 or email: <a href="mailto:sue.thesomerfords@gmail.com">sue.thesomerfords@gmail.com</a> The next steps are to continue with the drafting of the Neighbourhood Plan and to look into site selection for any future development.</p>
016.14	<p><b>Parish Council Insurance.</b> - The Clerk reported that the renewal quote from the present insurer was £1,175.20 - 2 further quotes were sought and received and were more favourable. The present insurer, Aon were contacted again and they agreed to match the lowest quote of £533.42. It was <b>resolved</b> to continue with Aon.</p> <p>Thanks were passed to the Clerk for successfully obtaining a much reduced renewal quotation.</p>
017.14	<p><b>Annual Parish Meeting</b> - Consideration to be given to holding this meeting on a separate evening from the Parish Council meeting. Following discussions it was <b>resolved</b> to hold the April parish council meeting at 7pm only necessary business to be conducted and the APM at 8pm</p>
018.14	<p><b>Best Kept Village Competition</b> - The Clerk reported that she had submitted the application form together with a report outlining village projects and activities together with a map. This has been acknowledged and as Gt Somerford were one of the first to enter it is to be awarded 10 bags of organic compost.</p> <p>The Best Kept Village competition to be mentioned in the Signpost</p> <p>Thanks were passed to the Clerk for submitting the entry.</p>
019.14	<p><b>Bus Services</b> - Following the complaint received during Public Participation Cllr Loader to liaise with the complainant and Wiltshire Council - <b>ACTION CLLR LOADER</b></p>
020.14	<p><b>Parish Council Website</b> - Cllr Hourigan reported that he had located a Website Builder that the Parish Council may benefit from. Following discussions it was <b>resolved</b> that Cllr Jevons would contact the present Web Manager - <b>ACTION CLLR JEVONS</b></p>
021.14	<p><b>Finance</b> - A report covering a, b, and c had been previously circulated and it was <b>resolved</b> to accept this report as a true record.</p> <ul style="list-style-type: none"> <li>a) Receipts since 16<sup>th</sup> April 2014 – £11,875.84</li> <li>b) Payments approved at this meeting amounted to - £1,346.08</li> <li>c) Bank Account balances as at 8<sup>th</sup> May 2014 – Current account £14,475.53, Deposit account - £5,707.92 - total £20,183.45</li> <li>d) Internal Auditors report - No issues to bring to the Parish Council - this was noted</li> <li>e) The Annual Return sections 1 &amp; 2 for year end 31<sup>st</sup> March 2014 was approved and signed by the Chairman</li> <li>f) The Supporting Statement for year end 31<sup>st</sup> March 2014 was approved and signed by the Chairman</li> <li>g) The summary of receipts and payments for year end 31<sup>st</sup> March 2014 was approved and signed by the Chairman</li> <li>h) Appointment of Internal and External Auditor for year 2014/2015 - It was resolved to appoint Grant Thornton for External Auditor and Barry Wilkins for Internal Auditor.</li> </ul>

	Thanks were passed to the Clerk for her time and efforts in concluding a successful audit.
022.14	<p><b>Correspondence as received</b></p> <p>a) Clerks and Councils Direct - Noted</p> <p>b) Letter from Mr Totman regarding ownership of trees adjacent to his property - Cllr Loader to seek ownership of the trees and report back to Mr Totman - <b>ACTION CLLR LOADER</b></p> <p>c) Letter from Chesterton Humberts Consultants - offering assistance with a Neighbourhood Plan - Noted</p>
023.14	<b>Councillors Reports and items for the next agenda.</b> Next meeting 11 <sup>th</sup> June 2014

**MEETING CLOSED AT 9.10PM**