

Minutes of the Cherhill Parish Council Annual Parish Meeting held at Yatesbury Village Hall on Wednesday 22 May 2019 at 7.00 pm

Present:

Martin Purslow - CPC Chairman
Simon Tomlinson - CPC Councillor
David Grafton - CPC Councillor
JR Auvray - CPC Councillor
John Cavanagh - CPC Councillor

David Evans - CPC Councillor
Alan Hill - Wiltshire Councillor
Paula Purslow – CPC Parish Clerk
5 members of the public

3578 Apologies

There were no apologies received

3579 Annual Parish Report

Chairman Councillor Purslow read out his annual report for 2018-19. The year had been very busy with much happening and good achievements made by the Parish Council. Mr JR Auvray was welcomed as a new Councillor in December 2018 and Cllr Anna Shantry resigned from in March 2019.

Some of the highlights of the year were getting the Parish Council on to more efficient online banking, the improvement of traffic calming measures at Marsh Lane, Cherhill, following approval by CATG in February 2019 and the refurbishment of the Yatesbury old BT telephone box, complete with new defibrillator. A contentious issue with an overgrown permissive footpath was resolved with the help of Cllr Grafton so that both horses and pedestrians can now share access up to the Downs.

Thanks went to Cllr Cavanagh for driving the compliance process and to Cllr Evans for his good work with the quarterly newsletter. Parish Council finances have been accurate and professionally maintained by Cllr Tomlinson and Parish Clerk, Paula Purslow.

The Chairman reported that he had decided to stand down as Chair of the Parish Council and wished the new Chairman all the best for the coming year. The full Chairman's Report will be available on the website.

Cllr Tomlinson led the thanks and appreciation from the Parish Council to Cllr Purslow for his hard work as Chairman.

3580 Public Participation

There was no public participation.

The meeting closed at 7.15 pm and refreshments were served.

Minutes of the Annual General Meeting of Cherhill Parish Council held at Yatesbury Village Hall on Wednesday 22 May 2019 at 7.30 pm

Present:

Martin Purslow - CPC Chairman
Simon Tomlinson - CPC Councillor
David Grafton - CPC Councillor
JR Auvray - CPC Councillor
John Cavanagh - CPC Councillor

David Evans - CPC Councillor
Alan Hill - Wiltshire Councillor
Paula Purslow – CPC Parish Clerk
5 members of the public

3581 Apologies

There were no apologies received

3582 Declaration of Interests

There were no declarations of interests

3583 Public Participation

Mr Paul Ricketts said that he had cleared out half of the weeds in the Yatesbury pond over the Winter and was now waiting to clear the rest of the weeds once the newts had spawned. He also mentioned that there were some overgrown branches at Barrow Way which he offered to trim after the nesting season was over.

Mr John Ashcroft reported that there had not been a meeting of the Tommy Croker committee for a few years and that the paperwork and finances were still in a state of flux. Cllr S Tomlinson agreed to investigate further. **Action: Cllr Tomlinson.**

3584 Election of Chairman

It was proposed by Cllr Purslow and seconded by Cllr Grafton that Cllr Cavanagh be elected as Chairman. Five voted for, none against this proposal, which was **APPROVED**.

At this point Cllr Cavanagh took over the role as Chairman of the Parish Council.

Action: Clerk to provide the necessary paperwork for signature

3585 Election of Vice-Chairman

It was proposed by Cllr Grafton and seconded by Cllr Evans that Cllr Tomlinson continue as Vice-Chairman for another year. Five voted for, none against this proposal, which was **APPROVED**.

Action: Clerk to provide the necessary paperwork for signature

3586 Minutes of the meeting held on 15 April 2019

Cllr Purslow proposed approval of the Minutes as a correct record, seconded by Cllr Auvray. Cllr Cavanagh signed off the Minutes.

3587 Review of Actions

Flood Resilience Planning - Cllr Grafton had almost completed the template for the Emergency Plan document in relation to the Data Protection issues. The annual PEAS application form for applying for PEAS equipment had been received which Cllr Grafton agreed to complete and circulate.

Action: Cllr Grafton

Financial Planning - to investigate the costs of barriers with the Rights of Way team at the next meeting on 3 June. **Action: Cllr Grafton**

Unsuitable for HGVs sign - David Evans to look into the costs of purchasing a sign for Middle Lane.
Action: Cllr Evans. It was agreed that Cllr Purslow would raise the issue at the CATG meeting to ask what regulations were required for such a sign. It was suggested by member of the public Mr Nick White that it would be a good idea to source possible signs online before attending the meeting.
Action: Cllr Purslow

Planters - Marsh Lane - Cllr Grafton had provided, filled and painted some tyres at the entrance to Marsh Lane and he was thanked for this hard work.

Dog Waste Bin, Cherhill - The Clerk had contacted Wiltshire Council who stated that they no longer supply or empty dog waste bins, and only advise that all dog owners take their dog waste home with them to dispose of in normal household bins. A discussion ensued about the responsibility of Wiltshire Council to empty existing bins. It was agreed that Wiltshire Councillor Hill would provide a contact to the Clerk and the Clerk would contact Wiltshire Council once more with a number of further questions: **Action: Wiltshire Councillor Hill, Parish Clerk**

3588 Accounts

Clerk's expenses from 16 April to 22 May - Broadband costs, stationery and refreshments for the AGM at £25.75. Proposed to be approved by Cllr Evans, seconded by Cllr Grafton. **APPROVED**

WALC Subscription for 2019-20 at £304.85. Proposed to be approved by Cllr Purslow, seconded by Cllr Tomlinson. **APPROVED**

BHIB annual insurance renewal 2019-20 at £1,168.66. Proposed to be approved by Cllr Tomlinson, seconded by Cllr Purslow. **APPROVED**

Simon Day & Co Payroll Services Apr 18 to Mar 19 at £126. Proposed to be approved by Cllr Evans, seconded by Cllr Auvray. **APPROVED**

Noticeboard Company for new noticeboard at Nolands at £465.60. Proposed to be approved by Cllr Purslow, seconded by Cllr Evans. **APPROVED**

3589 Planning

There were no current planning applications

3590 Annual Governance Statement (AGAR)

The Parish Clerk reported that the Internal Auditor had signed the audit form for the accounts to Year End 2018-19. The Internal Auditor had requested it be Minuted at this meeting that the Year End Financial Summary 2018-19 had an error of £5 due to the omission of a mobile phone charge, which had appeared on the Bank statement but not on the Summary. A new Summary, correcting this error was produced, **approved by all** and signed by the Chairman.

The Annual Governance Statement, which had previously been circulated to Council members, was discussed and approved by all Councillors at the meeting.

The Accounting Statements were approved by all Parish Councillors.

Action: Parish Clerk to return all the forms to the auditors and to ensure publication of the dates for the 'Period for the Exercise of Public Rights'. All relevant financial information will then be published on the Cherhill Parish Council website.

3591 New Community Sports Pavilion in Avebury

Cllr Purslow had been approached by Mr Dominic Fry, Chairman of Avebury Sports and Social club who are in the process of building a new community sports pavilion in Avebury, asking for a letter of support from the Parish Council, following a merger with Cherhill Cricket Club in 2017.

The Club had made a successful application to the Marlborough Area Board for funding, and had £5,000 towards the project. It had been suggested that it would be a good idea to explore similar funding from the Calne Area Board. To drive this forward the Club were looking for a letter of support from Cherhill Parish Council, and would be happy to provide a suitable draft letter if it would help the administrative burden. The Parish Council agreed they were willing to provide support with such a letter. **Action: Cllr Purslow** to follow up.

3592 S106 Fund Request

Since the last meeting, the Clerk had followed up the possible S106 funds to the Parish Council and it was confirmed that there was £7,400 available which must be claimed by 20 November 2019 to be used '*towards the cost of providing or improving adult or children's sport, play or recreation facilities*'.

There was a discussion regarding the possible use of such monies. Mr Ashcroft and Mr White agreed to have discussions on ideas for more equipment and maintenance that the money could be spent on, and report back to the meeting in June. The Parish Council asked the Clerk to reply in principle to the S106 committed to say 'yes' we would like to make use of the money, and to forward the application form details to the rest of the Parish Council.

Action: Mr Ashcroft and Mr White, and Parish Clerk

3593 Request for dog bin, Cherhill

This item was discussed earlier in the meeting.

3594 The Role of the Parish Council

Cllr Tomlinson is no longer able to attend the next meeting, due to be held on 25 June, so he will e-mail councillors to find another date to progress discussions on the Role of the Parish Council.

Action: Cllr Tomlinson

3595 Councillor Responsibilities

Area Board - Cllr Evans is currently awaiting the Minutes of the last meeting.

Countryside Access - Cllrs Grafton and Auvray will attend the next group parish discussion on 3 June.

Health and Social Care - Cllr Evans will attend the next meeting of the Calne Health and Social Care Forum meeting on 16 July at James House, Calne.

CATG - Cllr Purslow will attend the next meeting on 23 May 2019

Newsletter - the next newsletter is due at the end of June. All items to Cllr Evans by **15 June** please. **Action: All**

Defibrillators - Cllr Cavanagh reported that the defibrillator sign by the school was working well and cars were not now parking too near to the defibrillator.

3596 Date of next meeting

Thursday 27 June, 7.30 pm, Yatesbury
Tuesday 13 August, 7.30 pm, Cherhill
Thursday 26 September, 7.30 pm, Yatesbury

The meeting closed at 9.15 pm.