

Minutes of the AGM of Cherhill Parish Council held at Cherhill Village Hall on Thursday 3 May 2018 at 7.30 pm

Present:

Martin Purslow - CPC Chairman
John Cavanagh - CPC Councillor
David Evans - CPC Councillor
David Grafton - CPC Councillor
Anna Shantry – CPC Councillor

Paula Purslow - CPC Parish Clerk
Alan Hill – Wiltshire Councillor
4 members of the public

3430 Apologies

Apologies were received from Councillor Simon Tomlinson.

3431 Minutes

The Minutes of the Annual Parish Meeting dated 10 May 2017 were approved as a correct record by Cllr D Grafton, seconded by Cllr D Evans.

3432 Annual Parish Report

Chairman Councillor M Purslow distributed copies, and read out his annual report for 2017-18. He reported on the sad news of the passing of the Parish Clerk, Barbara Raven, after 30 years' service, and thanked the new Clerk, Paula Purslow for covering the position before being made permanent in February 2018. He also thanked Mike Wilkins, who resigned in January 2018, for his efforts as Councillor, and welcomed Cllr Anna Shantry as new Councillor in April. Special thanks went to Cllr John Cavanagh for driving the compliance process through so far, to Cllr Simon Tomlinson and the Clerk for updating the finance systems, to Cllr David Grafton for his work on the Calne Area Parish Forum, and to Cllr David Evans for helping with the files after Barbara's death, and for the Parish Newsletter. The full Chairman's Report will be available on the website.

3433 Public Participation

Cllr J Cavanagh reported that the fly tipping app was working successfully, and Cllr A Hill welcomed any suggestions for improving the app in the future.

The meeting closed at 8 pm and refreshments were served.

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3434 Apologies

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3435 Declaration of Interests

There were no declarations of interests.

3436 Public Participation

Mrs A Henshaw showed councillors pictures of some location ideas for the gates and speed calming measures at Yatesbury and asked for a more natural look to the signs, with possibly a wooden surround. It was noted that speeding was becoming a real issue in Yatesbury.

Mrs A Henshaw asked the Parish Council to support the 'Make a Fuss' Campaign for the restoration of the Lansdowne Monument. Councillor A Hill mentioned that the Area Board had agreed to support the repair of the monument but strong evidence was needed as to who actually owned it first. The Parish Council agreed to support the campaign.

Mrs A Henshaw asked if the Parish Council were going to continue membership of the CPRE and stressed its importance at local and government level.

Mr P Ricketts reported that there were now nesting newts in Yatesbury pond so it will not be cleared until late June. He will also be removing the excess of flag irises at this time.

It was requested the sign to Yatesbury church has an arrow put on it to make it clearer. **Action: Cllr Purslow** to follow up with Derek Eadon.

Mr Renny and Mrs Cindy Manclark spoke about the problem of heavy lorries using the link road in Cherhill and damaging nearby banks and driveways. A water hydrant is also on the bank and could be damaged. There were also concerns raised about safety, as the road is blind and children are often nearby. There were discussions on how to take this forward and it was agreed the issues would be raised at the next CATG meeting, where it would be requested that restrictions on larger vehicles are made, and a survey of usage undertaken. It was noted there would be a cost to the Parish Council if signs were put up in the area. **ACTION: Cllr S Tomlinson** to take to the CATG meeting.

3437 Election of Chairman

It was proposed by Cllr J Cavanagh and seconded by Cllr D Grafton that Cllr M Purslow continue as Chairman for another year.

3438 Election of Vice-Chairman

It was proposed by Cllr D Grafton and seconded by Cllr D Evans that Cllr S Tomlinson continue as Vice-Chairman for another year.

3439 Minutes of meeting held on 10 April 2018

Cllr J Cavanagh approved the Minutes as a correct record, seconded by Cllr D Evans. Cllr M Purslow signed off the Minutes.

3440 Review of Actions

Actions were reviewed from the meeting on 10 April 2018. The following actions were reported:

Defibrillators – Cllrs D Evans and M Purslow had now arranged defibrillator awareness sessions to be held on **16 May at 7.30 pm in Yatesbury** and **30 June at 10.30 am in Cherhill**. These dates will be published on the website, Facebook Page and Newsletter.

3441 Accounts

Clerk's expenses of £15 for broadband - proposed to be approved by Cllr D Evans, seconded by Cllr D Grafton. **APPROVED**

Clerk's expenses of £109.99 for Office Outlook software - proposed to be approved by Cllr D Evans, seconded by Cllr D Grafton. **APPROVED**

WALC Subscription for 2018 for £308.47 - proposed to be approved by Cllr M Purslow, seconded by Cllr J Cavanagh. **APPROVED**

3442 Planning

There were no new planning applications.

Cllr A Hill thanked the Parish Council for their proactive new process for dealing with planning applications whose deadline for comments fell between meetings. He urged that if the Parish Council had any concerns regarding the deadline of an application, to contact himself in the first instance so he can request an extension. He stressed that Wiltshire Council welcomes all comments on applications received and the Parish Council does carry weight where planning is concerned.

Cllr A Hill reported that the Hills Application, due on 25 April has now been delayed until either the May or June meeting.

3443 Compliance

The latest tranche of compliance documents were discussed and agreed (Appraisal Scheme, Health and Safety Policy, Grievance Procedure and Complaints Procedure). **Action: All Councillors** to send completed documents to the **Parish Clerk** to produce in the house style, with a hard copy kept on file and documents published on the website.

Cllr J Cavanagh agreed to draft a Risk Assessment document and Data Protection document to bring to the next meeting for discussion. **Action: J Cavanagh**. It was noted that the Assets Register needs to be completed to tie in with the Risk Assessment document. **Action: Cllr S Tomlinson and Parish Clerk**.

It was suggested the documents be also sent to WALC to check they are happy with the content. **Action: Parish Clerk**.

3444 Membership of Society of Local Council Clerks (SLCC)

It was agreed the Parish Clerk could join this Society for an initial term of one year. Proposed to be approved by Cllr D Evans, Seconded by Cllr D Grafton. Approved.

3445 Councillor Responsibilities

Area Board – The next meeting is to be held on 29 May. Please provide any issues to Cllr Evans by 22 May.

Cllr D Evans and Cllr A Shantry attended the Health and Social Care Forum on 24 April. **Action: Cllr D Evans** to circulate the Minutes.

Countryside Access - An email from a Cherhill resident had been received relating to the footpath from Redbarn running East to the Downs, which is subject to an informal arrangement to allow use by horse riders. The path has now become hazardous and it was suggested the Parish Council reverse the permissive use from bridleway back to footpath only. It was agreed to discuss this at the June meeting. **Action: Parish Clerk** for the Agenda.

Hills Waste Solutions Liaison Group - The next meeting is on 9 May.

CATG – The Parish Council discussed the proposals for gates and signs at Cherhill and Yatesbury following Cllr M Purslow’s meeting with Mr Mark Stansby from Wiltshire Council Highways. It was agreed that in Marsh Lane a new planter would be placed on the other side of the road from the existing one, but that permission would need to be sought first from the landowner. Cllr A Shantry pointed out that the WI were maintaining the original one and she would ask if they are prepared to maintain the new one. **Action: Cllr A Shantry.** It was also agreed to add a sign ‘Beware, Children & Animals’ on the existing post on the bend, together with a ‘Slow’ sign by the river.

For Yatesbury, the gates were approved, together with cattle grid markings’ and a ‘Slow’ sign in the Avenue. Cllr M Purslow agreed to look into the costings of a wooden surround for the signs with Derek Eadon. **Action: Cllr M Purslow.**

Newsletter – Any items for the next Newsletter to be discussed at the June meeting. **Action: Parish Clerk** for the Agenda.

Parish Steward – Cllr Purslow agreed to chase up with the Parish Steward when he is next intending to visit the Parish. **Action: Cllr M Purslow**

Defibrillators – The WI are holding a First Aid Awareness Course on 16 July and will be briefly discussing defibrillators.

Responsibility	Leader	Deputy
Area Board	Cllr D Evans	Cllr M Purslow
Budgeting and Finance	Cllr S Tomlinson	Parish Clerk
Calne Area Parish Forum	Cllr D Grafton	Cllr M Purslow
Facebook Page	Cllr M Purslow	Cllr J Cavanagh
Great West Way	Cllr J Cavanagh	Cllr M Purslow
Countryside Access	Cllr D Grafton	Cllr M Purslow
Health and Social Care	Cllr D Evans	Cllr A Shantry
Hills Waste Solutions Liaison Group	Cllr D Grafton	Cllr D Evans
Liaison with Calne Area Transport Group (CATG)	Cllr S Tomlinson	Cllr M Purslow
Newsletter Production	Cllr D Evans	<i>tba</i>
Parish Steward link	Cllr M Purslow	Cllr S Tomlinson
Website	Cllr J Cavanagh	<i>tba</i>
White Horse Restoration Group	Cllr D Grafton	Cllr A Shantry
Defibrillators	Cllr D Evans	Cllr M Purslow

3446 Date of next meeting

Tuesday 5 June, 7.30 pm, Yatesbury
 Tuesday 31 July, 7.30 pm, Cherhill

The meeting closed at 9.55 pm.