

Swallowcliffe Parish Council

Minutes of Annual Parish Council Meeting held at the Village Hall on Thursday 18th May 2023 at 7pm.

18.05.01 Those present and apologies for absence.

Apologies; Cllr. A Brockway, Mrs. L. Boothman

Present; Cllr. S. Banas, Cllr. N. Cooke, Cllr. N. Osborne, Cllr. P. Willis

In attendance; T. Culver-James, Clerk, and one member of the public.

18.05.02 Declarations of Interest

None made.

18.05.03 Election of Chairman

Cllr. S. Banas was proposed for election by Cllr. Willis, seconded by Cllr. Osborne and unanimously elected as Chairman.

18.05.04 Election of Vice Chairman

Cllrs. decided unanimously that this was not needed. Accordingly, none proposed and therefore none elected.

18.05.05 Resolution of minutes

a. The Minutes of the Annual Meeting held on Thursday 12th May 2022 were signed into the record.

b. The Minutes of the Ordinary Meeting held on Thursday 16th March 2023 were signed into the record.

18.05.06 Report from Wiltshire Councillor

None made.

18.05.07 Planning Matters requiring consideration/resolution

No current active applications extant. However, note was made of an upcoming application, which Cllr. Willis outlined. Another issue regarding a dispute regarding hedge height at a premises, in which the Parish Council has no authority was discussed. The Clerk is to write to the resident confirming the council position.

18.05.08 Financial Matters requiring consideration/resolution

Clerk reported that the annual accounts are ready for inspection. Awaiting reply from a potential Internal Auditor to complete the process, and it is anticipated that an Extraordinary Meeting of the council will be convened shortly to complete the process.

Clerk also to progress the opening of a bank account with Lloyds Bank to move to the use of online facilities. When this has been done, funds will be transferred from the existing provider.

18.05.09 Member portfolios for civic year 2023-2024

These were agreed per the attached schedule.

18.05.10 Standing Orders

The Standing Orders of the council were readopted.

18.05.11 Financial Regulations

The Financial Regulations of the council were readopted.

18.05.12 Other matters requiring consideration/resolution

a. Clerk to forward all communications from Wiltshire Council to councillors.

b. Expenses incurred by the Chairman were approved as below (PW/NO-unanimous)

£50.00 Defibrillator training; £42.00 printing for newsletter; £24.00 VH copy deeds

c. Consideration was given to the purchase of an additional SID, and the Chairman will make a LFHIG grant application in this regard. Suggested that should this happen, the existing sharing arrangement with Ansty Parish Council be concluded. A new site was suggested in the vicinity of the former Local Authority houses on Rookery Lane.

d. The Chair confirmed that the generator has arrived and now needs commissioning. The Clerk is to confirm the nature of the oversight and governance of the Emergency Team, in terms of it being a committee, sub-committee or working group of the council.

Cllr. Willis commended for progress particularly on the steps now at Hinxmans Field, and the nearby footpath gate.

The Chair confirmed that the Parish Council as a body should be the Trustee of the Village Hall. It was agreed to retain Messrs. Brodrick Barker, solicitors to confirm the status of the Village Hall and make any registration applications to the Land Registry. From examination of old correspondence, the Chair thought that any disputes over curtilage with the two neighbouring properties had been resolved. It is likely that the fees involved will be in the region of £1,500 inclusive of VAT, plus disbursements and councillors thought this reasonable. Cllr. Osborne to discuss with the chair of the Village Hall committee a sharing of costs in this regard, suggested at a 50/50 split with the council.

e. The next meeting dates (now on the PC website) are suggested as follows;

13th July 2023 Ordinary Meeting 7pm

19th October 2023 Ordinary Meeting 7pm

11th January 2024 Ordinary Meeting 7pm

14th March 2024 Ordinary Meeting 7pm

18th April 2024 Annual Parish Meeting 7.30pm

23rd May 2024 Annual Parish Council Meeting 7pm

All to be held at the Village Hall, Swallowcliffe