

LITTLE SOMERFORD PARISH COUNCIL

Annual Parish Council Meeting Tuesday 10th May 2022 Little Somerford Village Hall

Minutes

Present Cllr P Cameron (Chair) Cllr S Orchard Cllr C Minshell
Cllr D Orchard Cllr J Fairbairn

In Attendance R Nuttall (Clerk) 1 member of the public

- 22/05/1 **Declaration of Acceptance of Office**
It was noted that all Councillors signed the Declaration of Acceptance of Office in May 2021.
- 22/05/2 **Election of Chair & Declaration of Acceptance of Office for 2022/23**
Cllr Cameron was unanimously elected as the Chair and duly signed the Declaration of Office. Proposed: Cllr Minshell; seconded: Cllr S Orchard
The meeting expressed its thanks to Cllr Cameron for her service in this role.
- 22/05/3 **Election of Vice Chair & Declaration of Acceptance of Office for 2022/23**
Cllr D Orchard was unanimously elected as the Vice Chair and duly signed the Declaration of Office. Proposed: Cllr Fairbairn; seconded: Cllr Minshell.
The meeting expressed its thanks to Cllr D Orchard for his service in this role.
- 22/05/4 No absence.
- 22/05/5 No declarations of interest.
- 22/05/6 The Minutes of the meeting of 1st March 2022 were **approved** and **signed** as a true record of the meeting.
Proposed: Cllr D Orchard; Seconded: Cllr S Orchard
- It was agreed that all items shaded green on the Action Register were completed.
22/03/6.6 Councillor Vacancies – David Matthews was attending this meeting with a view to being co-opted to the Parish Council at the next meeting. One vacancy remains.

22/05/7

Councillor Areas of Special Interest & receive updates.

The Councillors reviewed the areas of special interest in the light of skill set and workload and (re)-assigned them for 2022/23 as follows:

- | | |
|-------------------------------|---|
| • Allotments & Paddock | Cllrs S Orchard, D Orchard, D Matthews |
| • Cemetery | Cllrs S Orchard, D Orchard, D Matthews |
| • Community Emergency Plan | Cllr Fairbairn |
| • Defibrillator | Cllr Fairbairn |
| • Footpaths and Rights of Way | Cllr Minshell |
| • Highways and Parish Steward | Clerk |
| • Play Park | Cllr Cameron |
| • Telephone Book Exchange | Cllr Matthews |
| • Website | Cllr D Orchard |
| • Wildlife Friendly Village | Cllr Cameron |
| • Speed Watch | Mrs S Free |
| • Risk Register | Cllr Minshell |
| • Special Project – Walkway | Cllr Cameron |
| • Litter Picks | Cllr Cameron |
| • Carols and Christmas Tree | Cllr Matthews |
| • Neighbourhood Watch | Vacant |

22/05/8

Public Participation

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 minutes for any individual to make representations about planning matters before the Council.

22/05/9.1

Planning Applications for consideration

The Parish Council considered one application, received since the issue of the Agenda.

PL/2022/01429

Somerford Arms – retention of marquee for 3 months
SUPPORT

- 22/05/9.2 **Planning Applications between meetings – ratification of the Parish Council view**
PL/2022/01731 Hitherfields – extension to garage – **NO OBJECTION**
- 22/05/9.3 To **note** Planning Applications determined by Wiltshire Council since the last meeting
PL/2021/10327 Land off Clay Street – erection of private stables
– approve with conditions
- 22/05/9.4 Applications determined by Wiltshire Council between the issue of this agenda and the date of the meeting.
PL/2022/01731 Hitherfields – extension to garage – approve with conditions
- 22/05/10.1 The Finance report was received, and the Parish Council **ratified and approved** payments of £1588.45 and **noted** pre-authorised payments of £571.17 The income received £5916.14 comprised mainly of the Precept (50%) and a grant received from Malmesbury Area Board £666. To note – the final John O’Conner invoice has been reduced by £120 in view of tasks not completed before contract ended. To note that the Council have carried forward £2000 from 2021/22 for Capital Project WFV (22/03/5.2) and £666 grant which had not been included in the 2022/3 budget

Proposed: Cllr Minshell; seconded Cllr S Orchard
- 22/05/10.2 Receipts & Payments to 28 April 2022 was **noted**. The year-to-date surplus is £5058 The bank balances stand at £24306.35 to end April 2022.
The bank reconciliation for April was signed by the Chair.
- 22/05/10.3 The decision to promote the clerk to salary spine 9 with effect from 1st April 2022 was ratified. This includes increasing the Standing order for the clerk’s salary.
Proposed: Cllr Cameron; seconded: Cllr D Orchard.
- 22/05/11 **Insurance**
The Council had before it 3 quotes for its insurance for the next 3 years. The Councillors decided to go with BHIB £377.88 pa 3 year LTA
Proposed: Cllr Minshell; Seconded: Cllr Fairbairn
- 22/05/12 **Correspondence Received**
22/05/12.1 **Allotments**
An email was sent to all allotment holders explaining the reasons for the change to the mowing and the allowing of longer grass and wildflowers. This was a follow-up to a complaint received from an allotment holder.
The date for the annual Allotment Holder meeting was set to Sunday 26th June at 10am – Community Orchard.
- 22/05/12.2 **Cemetery**
The Council considered a request for a refund on a purchased plot which was no longer required. Agreed to refund.
Proposed: Cllr Fairbairn; Seconded: Cllr Cameron.

- 22/05/12.3 The Council considered and agreed to a request from the WI to plant bulbs around the Jubilee tree on the Green, agreed.
Proposed: Cllr Cameron; Seconded: Cllr S Orchard.
- 22/05/12.4 The clerk was tasked with writing to B Birkin-Hewitt to thank him for maintenance to the benches.

Dates for Future Meetings

2022 -7 June, 5 July, 6 September, 1 November

Approved *R. Cameron* Chair *7th June 2022* Date