

PATNEY PARISH COUNCIL

Minutes of the Annual Meeting held on 15 May 2019 at 07.00pm at Manor Barn, Manor Farm Lane, Patney

Present:

Patricia Alsop	(PA)	Chairman
Mark Cann	(MC)	Parish Councillor
John Derry	(JD)	Parish Councillor
Philippa Gunthorpe	(PG)	Parish Councillor
Peter Small	(PS)	Parish Councillor & Clerk

1. Appointment of Chairman

This being the Annual Meeting the appointment of a Chairman for the ensuing year is required. PS proposed PA, seconded by JD, and this was carried unanimously. PA then signed the Acceptance of Office form.

2. Apologies for absence

Apologies have been received from Alasdair Burroughs (AB) and Paul Oatway (PO).

3. Minutes of the Meeting held on 27 February 2019 and Matters Arising

The minutes were approved and signed by PA. Matters arising are all covered on the agenda.

4. Annual Governance and Accountability Return 2018/19

The required documents had been circulated to all Councillors prior to the meeting and were approved unanimously.

- The Certificate of Exemption was signed by PA and PS.
- The Internal Audit Report had been signed by Neville Burrell (NB) and his letter to the Councillors was noted. PS confirmed that he had expressed the gratitude of the Council to NB and, as is our custom, had given NB a bottle of wine.
- The Annual Governance Statement, in respect of which all matters are compliant, was signed by PA and PS.
- The Accounting Statements were signed by PA and PS.
- PS will place the Notice of Public Rights on the website and noticeboard on 31 May 2019. All documents required to be published will be available on the website and noticeboard from 3 June 2019 to 12 July 2019. **Action PS**
- PS will submit all required documents to the external auditors after the meeting. **Action PS**

5. Finance Report

The accounts for the year to date had been distributed prior to the meeting.

Two movements since the last meeting are a receipt of £1,000 in respect of the Parish precept for 2019/20 and interest of £0.36 on the interest-bearing business access account with Lloyds Bank plc.

The meeting also approved a payment of £59.96 in respect of the annual subscription to WALC and NALC.

6. Neighbourhood Watch

In the absence of AB, PS reported that there was nothing to add to the various emails distributed by AB since the last meeting. It was also noted that there had been no further communication from the police about the sign vandalism that took place earlier this year.

7. Planning Applications

It was noted that the planning application submitted by the owners of Patney Rectory, to which the Parish Council had submitted no objections, had been approved by Wiltshire Council. No other applications have been made since the last meeting which affect the parish.

8. Parish Steward

JD reported that Danny, the Parish Steward, continued to do a good job within the parish. JD requested all councillors to inform him by email of any issues that required the attention of the Parish Steward. **Action All**

9. Highways & Rights of Way

- The drain gully on the right-hand side of Woodborough Road has now been cleared.
- Richard Dobson of Wiltshire Council has confirmed that the hump over the river bridge at the south end of Woodland Road is a hazard which will be dealt with during the current financial year.
- Network Rail have repaired the kissing gates on the footpath by the old station.
- Network Rail are due to repair the fencing on the south side of the old station. (Subsequent to the meeting it was noted that the work had been completed).
- In agreement with Wiltshire Council a local farmer has removed the excess gravel from the lay-by in Woodborough Road. The farmer will be asked to do a final sweep of the area. **Action PS**

10. Matters from the public

JD reported that the door to the noticeboard is not always closed properly. This will be kept under review.

11. Village benches

Both benches have been repaired and treated.

12. Defibrillator awareness session

PA has offered to host this event on 10 September at 7.30pm.

PS and AB will publicise the event in due course.

Action PS & AB

13. Councillor vacancy

PG submitted her resignation as a councillor effective at the conclusion of this evening's meetings since she will be moving away later this year. PA thanked her for her contribution to Council affairs over the last nine years. PS will set the vacancy process in motion with Wiltshire Council.

Action PS


14. Dates of future meetings (provisional)

Parish Council	17 September 2019 at 7.30pm at Old Barton, Manor Farm Lane, Patney
Parish Council	10 December 2019 at 7.30pm at Manor Farmhouse, Manor Farm Lane, Patney
Parish Council	25 February 2020 at 7.30pm at Cobbetts, 56, Woodland Road, Patney
Annual Parish Council	12 May 2020 at 7.00pm at Manor Barn, Manor Farm Lane Patney
Annual Village	12 May 2020 at 8.00pm at Manor Barn, Manor Farm Lane Patney

15. Any other business

- All Risks insurance cover – the following changes were agreed:
 - Delete office contents and 2 signs
 - Cover for notice board to be set at £500
 - Cover for 2 benches to be set at £250 each
 - Cover for 2 salt bins to be set at £150 each
 - Cover for Telephone box to be set at £500 subject to PS discussion with insurers **Action PS**
- Website – MC and PS to liaise re changing main contact with provider to PS **Action MC & PS**
- Village Green mowing – JD reported that the present arrangements are resulting in a build up of cuttings adjacent to the village green due to the non-availability of a cutter with mulching capabilities. JD and MC have agreed to jointly take on the cutting requirements and JD was asked to pass on the Council's thanks to the villager who has undertaken this work in recent years. **Action MC & JD**
- Street lighting – after discussion it was agreed that Wiltshire Council should be requested to turn off all street lighting in the village at midnight every day. It is considered to be unnecessary after this time, would be more environmentally friendly and save money. **Action PS**
- Email & mail drop contact with villagers – under the GDPR regulations all villagers were contacted in October 2018. The response was very disappointing, and the Council consider that the process should be gone through again to ensure that as many villagers as possible can be made aware of issues which may be pertinent to life in the village. **Action PS**

There being no further business the meeting concluded at 08.25pm.


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Patricia Alsop, Chairman

17/09/2019