

# ENFORD PARISH COUNCIL

## ANNUAL GENERAL MEETING 2019

### DRAFT MINUTES

meeting held at the Enford Village Hall on  
Tuesday 14<sup>th</sup> May 2019 at 6.30p.m.

Present	Richard Roberts	Chairman
	Mark Hiskett	Vice Chairman
	Rob Coulthard, Bruce Waight	Councillors
	Anthony D’Arcy-Irvine, Pat Holdway	Councillors
	Jane Young, Vick Exley	Councillors
	Ian Blair-Pilling	Wilts. Councillor
	Elizabeth Harrison	Clerk

#### **19/050 OPENING/APOLOGIES**

The meeting was opened at 7.35 by Cllr Roberts who explained that Diane Christie-Rundle had resigned from the Parish Council and welcomed Rob Coulthard who has been co-opted on to the Council. Cllr Cliffe-Roberts sent his apologies.

#### **19/051 VERIFICATION OF THE MINUTES (15<sup>th</sup> May 2018)**

All Cllrs had been sent a copy of last year’s draft Minutes to remind them. Cllr Roberts checked for any concerns with the Minutes. Cllr D’Arcy-Irvine proposed they were an accurate record and this was seconded by Cllr. Hiskett.

#### **19/052 ELECTION OF CHAIRMAN**

The incumbent is Cllr Roberts. He asked if anyone wished to come forward, no response, then stated he would be happy to stand again. Cllr Hiskett proposed Cllr Roberts and this was seconded by Cllr Young with all other Councillors in agreement.

#### **19/053 ELECTION OF VICE CHAIRMAN**

The incumbent is Cllr Hiskett. Cllr Roberts asked if anyone wished to come forward, no response. Cllr Hiskett said he would be happy to remain, Cllr Roberts proposed this to the Council, it was seconded by Cllr Waight with all other Councillors in agreement.

#### **19/054 ELECTION OF COMMITTEES AND REPRESENTATIVES ON OTHER GROUPS**

\* Planning Committee – Peter Cliffe-Roberts was ‘head of’ last year although all Cllrs are considered to be on the Planning Committee. Continuation of this was proposed by Cllr Hiskett and seconded by Cllr Coulthard with all Councillors in agreement.

\* Rights of Way – Cllr Hiskett is the incumbent. No other Cllrs came forward and he agreed to continue in this role with all Councillors in agreement.

\* Highways and Transport – Due to the retirement of David Harbottle the role was open. This role will also include responsibility for the SID. No Cllrs came forward and Cllr Roberts proposed to the Council that Cllr Coulthard might step into this role. Cllr Coulthard agreed as did all other Councillors.

\* Parish Plan. It was proposed that this name be dropped as the only two relevant items from the Parish Plan were the extension/re-equipping of the Playpark and the creation of Allotments. To date only one person has enquired about Allotments and the Playpark situation is still waiting on Wiltshire Council's next move. It was agreed that the 'new' role should be called '**Village Amenities**' (to include care of the Community Garden and Playpark, repair/purchase of benches, notice boards, bins, bus stops, grant applications etc) which would be headed by Cllr Young with the support of the Clerk.

\*Youth Representative – This role was previously held by Diane Christie-Rundle. Cllr Young has agreed to take this on with all Councillors in agreement.

#### **Representatives of the Parish Council for:**

\* Tidworth Area Board – Cllr D'Arcy-Irvine is the incumbent. He agreed to stand again. This was proposed by Cllr Exley and seconded by Cllr Hiskett with all other Councillors in agreement.

\* Parish Hall – Cllr Cliffe-Roberts is the incumbent. As he is Chairman of the Parish Hall Management Committee it was assumed that he would stand again. This was proposed by Cllr Exley and seconded by Cllr Hiskett with all other Councillors in agreement.

\* Village Hall – The incumbent is Cllr D'Arcy-Irvine. He agreed to stand again. This was proposed by Cllr Exley and seconded by Cllr Hiskett with all other Councillors in agreement.

\* Police (& Neighbourhood Watch) – The incumbent is Cllr Exley. She agreed to stand again though may not be able to attend all additional meetings. All Cllrs agreed this was acceptable.

\* Parochial Church Council – The incumbent is Cllr Hiskett. He agreed to continue in this role. All Cllrs agreed this was acceptable.

#### **19/055 APPROVAL OF THE ANNUAL ACCOUNTING STATEMENTS**

The Clerk explained that the internal auditor, Alan Day ACMA, had completed his part of the audit but the question of the running of the Parish Council, Risk Assessment and Health and Safety had been marked as 'not covered' – he only deals with the 'numbers'. Apart from this item he was happy the accounts were in order and being properly run.

Cllr D'Arcy-Irvine raised a question regarding two payments made to Trethowans for legal expenses of £2,379 and £524.40. He had checked the Minutes for the last year and could not find a record of these figures being formally put to the Council for approval. This was disputed by Cllr Hiskett who said the approval to seek legal advice (and therefore payment for such services) had been agreed. After brief further discussion it was agreed that approval should be given to the 2018-19 accounts. This was proposed by Cllr Hiskett and seconded by Cllr Exley with all other Cllrs in agreement.

#### **19/056 Date of the next Meeting**

Tuesday, 11<sup>th</sup> June 2019 at 7.30pm in the Village Hall

The Chairman closed the meeting at 7.20pm  
Elizabeth Harrison – Clerk to Enford Parish Council.