

## ENFORD PARISH COUNCIL

### Draft Minutes of the meeting of 9<sup>th</sup> April 2014

<b>Present:</b>	Mrs Jane Young , Mrs Patricia Holdway	Parish Councillors
	Mr David Harbottle, Mr A D'Arcy-Irvine	Parish Councillors
	Mr Richard Petitt, Mr Michael Fay	Parish Councillors
	Mr Bruce Waight	Parish Councillors
	Mrs Elizabeth Harrison	Clerk to the Council
	Katie Fielding	Wilts.Assoc. of Local Councils(WALC)
	5 members of the Public	

**The Clerk requested of the Councillors present that someone should act as Chairman for the meeting. Cllr Petitt was proposed by Cllr Fay and seconded by Cllr Young. Cllr Petitt then opened the meeting at 19.40hrs**

Cllr D'Arcy-Irvine proposed a Vote of Thanks to the Clerk for her hard work which was agreed by all.

#### 14/178 **Apologies**

Cllr Gareth Holden was unable to attend as he is away on holiday.

#### 14/179 **Public Question Time – Katie Fielding of Wiltshire Association of Local Councils**

Katie Fielding is the County Secretary for WALC and had kindly agreed to attend the meeting to explain more about the Association, why it exists and what it does. She has recently been assisting the Clerk in getting Enford Parish Council on the correct, legal footing.

WALC provides advice and training for all Councils no matter what size. A small Parish Council like Enford is, in principle, exactly the same as a County Council in as much as all Councillors are there as a 'body corporate' to act as one on matters concerning the public. Cllrs are expected, on taking office, to attend meetings and promote the Council's work and they cannot act independently of the Council. The law outlines certain duties and gives powers to achieve this – these tend to be procedural. Every Council must have a Chairman or it is not properly constituted. There are standing orders for terms of reference i.e. there must be a minimum of 4 meetings a year, there are procedures for the election of officers, 3 clear day's notice for meetings, AGMs to be held in May, minutes to be taken, drafted, verified and held in 'books' – these represent legal documents.

Katie was very informative in a very short time slot and stayed for the duration of the meeting to be available to answer any specific questions afterwards.

#### 14/179i **Police matters**

Whilst not on the Agenda, Police officers Tim Bunt (Community Beat Manager) and Becky Thornton attended the meeting to introduce themselves to the Parish. They are both new to the area and cover a large amount of it. Sometimes in uniform and sometimes not, sometimes in an unmarked car, they have had some considerable success so far despite being short on numbers of officers available. They are very pro-active and PC Bunt hopes to be at our next meeting as well. Having made the introduction, they both left the meeting.

#### 14/180 **Declarations of Interest**

There were none.

#### 14/181 **Verify the Minutes of the last Meeting**

The minutes of the last meeting held on 26<sup>th</sup> February 2014 were proposed as an accurate record by Cllr D'Arcy-Irvine and seconded by Cllr Harbottle.

#### 14/182 **Finance**

The Clerk reported on the Council's bank balance/reconciliation, working from the last bank statement which covered up to the end of February 2014 as the relevant statement had not yet arrived from the bank. At the end of February there was a balance of £3,141.10. Only two items totalling £100 had gone out during March leaving and expected balance of £3,041.10

The Clerk has asked Mr Steve Becker if he would again kindly do the Internal Audit before the accounts can be sent to Grant Thornton for External Audit – there is a deadline for this of 23<sup>rd</sup> June 2014.

The Clerk also reported on the problem of Lloyds Bank being apparently incapable of handling the mandate to authorise a change of signatories and is still waiting for written confirmation from them(4 weeks to date). The Clerk’s salary for March will be paid as soon as this can be done.

Cllr Harbottle proposed that due to the increased levels of work the Clerk should be thanked with the payment of a month’s salary. This matter will appear on the Agenda for the next meeting.

#### 14/183 **Any Other Business**

i. Request from PCC—During March Cllr Petit had received an email from Mr Henry Middleton of the Parochial Church Council regarding their funding. They are desperately short of funds and had written to the Parish Council for assistance. Last year the Parish Council donated £400 to the PCC and on this financial year’s schedule(‘14-‘15), the figure had been reduced to £200. Cllr Petitt proposed this donation be raised to the £400 figure of last year and this was seconded by Cllr D’Arcy-Irvine. All councillors voted unanimously by a show of hands to support this action.

ii. The Defibrillator— The Clerk reported that this had finally been delivered. We now have the case and the Defibrillator. Mr Steve Becker who has agreed to install and get it up and running has been informed of its arrival but is unable to deal with until the end of the week. There followed a discussion on who should be using it and the procedures involved for using it. Once the installation has been made and checked by the Ambulance service, it will then be added to the ‘webnos’ system which informs all Ambulances and Police of its availability and whereabouts. The Clerk will try to ascertain exact procedures and timescales though so far information has not been very clear! Cllr Young suggested a photograph be taken once it is up and running and sent to the Samuel William Farmers Trust who very kindly donated £2,000 for its purchase.

#### iii. Roads and Highways-

Cllr Harbottle reported on the following problems and their remedial work.

- 1 There are broken railing along a 36m stretch of the A345 just south of Long Acre. Quotes are being obtained to replace this in due course.
- 2 Thanking Cllr Fay for his assistance , the pot holes north of West Chisenbury have now been filled.
- 3 Other pot holes on both the C32 and Water Lane have also been filled.
- 4 Cllr Harbottle had a meeting on 22<sup>nd</sup> with the area co-ordinator (Nick Bancroft) and the Community Section Leader to discuss the work to be carried out on Enford’s Community Day – April 30<sup>th</sup>. These jobs have been identified as: a) Fifiel, b)clearing vegetation around the street lights in Water Lane c) cleaning the footpath between the Church and the bus shelter and also the kerbside gullies d) trimming the vegetation under the post and rail fence on the approach to the bridge e) continue to fill potholes on Enford Hill, at the bottom of Water Lane and the area around The Swan etc
- 5 Cllr Harbottle is hoping to attend the Local Highways Workshop in Devizes on 27th May.
- 6 Despite Enford’s constant requests and appeals, there will not a speed reduction to 20mph on the C32. Coombe will not be reduced to 30mph, however they are looking at “Dangerous bend” and “Steep Hill” signs in Coombe.

iv. Co-option /Voting of new Council Members - The Clerk had been contacted by 5 members of the Parish who had volunteered themselves as potential Councillors. As there are only 3 vacancies on the Council a vote had to be taken to ascertain the best candidates for the position. Unfortunately 3 of the candidates – Mike Germany, Clare Burge and Richard Roberts - were absent however both Nigel Murray and Norman Beardsley were present. In the process of proposing, seconding and achieving most votes the results are as follows:

NAME	PROPOSED	SECONDED	TOTAL NO. OF VOTES
Nigel MURRAY	Cllr D’Arcy-Irvine	Cllr Young	7
Richard ROBERTS	Cllr Young	Cllr Waight	7
Norman BEARDSLEY	Cllr Fay	Cllr Young	5
Mike GERMANY	Cllr Harbottle	Cllr D’Arcy-Irvine	3
Clare BURGE	Cllr Harbottle	Cllr D’Arcy-Irvine	2

It was therefore agreed and accepted that Nigel Murray, Richard Roberts and Norman Beardsley would take the 3 positions open.

v. Cllr Waight said that the Landmarc trees in the river to the south were due to be removed.

**14/184      Date of Next Meeting:**

Cllr Petitt announced that the date of the next meeting would be the AGM on Wednesday 14<sup>th</sup> May. This meeting wil start at **18.30hrs** (an hour earlier than usual) and will be followed by the Annual Parish Meeting at **20.30rhs**

There being no other business, Cllr Petitt closed the meeting at 20.25hrs.

Elizabeth Harrison – Parish Clerk

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