

Dilton Marsh Parish Council

Clerk to the Council: Ms Nicola Duke
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Minutes of the Annual General Meeting of the Parish Council held on **Thursday 18th May 2017** at the Memorial Hall, Dilton Marsh at 8.00 pm.

Present : Cllr A Irving (Chair), Cllr V Jarvis, Cllr W Johnson, Cllr J Short, Cllr A Page, Cllr D Middleton, Cllr F Morland, Cllr D Howells, Cllr M Roberts, Cllr S Harris and Cllr K Hutt.

In attendance: Nicola Duke (Parish Clerk), Wiltshire Councillor Jerry Wickham and two members of the public.

Public Forum – There were no questions.

2231	Election of the Chair It was proposed by Cllr Page, seconded by Cllr Short and resolved to elect Cllr Irving as the Chair for the municipal year 2017/2018. The Chair's declaration of acceptance of office was duly signed.
2232	Apologies for absence There were none.
2233	Declarations of Interest and Dispensations to Participate There were none.
2234	Election of Vice-Chair It was proposed by Cllr Morland, seconded by Cllr Roberts and resolved to defer the election of the Vice-Chair for the municipal year 2017/2018 until June following the co-option for the vacant seats.
2235	Co-option of Parish Councillors Following the Ordinary Election of 4 th May 2017 members considered the co-option of parish councillors to fill the three vacant seats. It was clarified that the council had the power to co-opt but this was not a duty. It was further confirmed that normal publicity had been undertaken in respect of advertising the vacancies. It was proposed by Cllr Irving, seconded by Cllr Page and resolved to co-opt David Middleton as a parish councillor.
2236	Minutes The minutes of the Annual General Meeting of the Parish Council held on 19th May 2016 were approved for accuracy and adopted (proposed Cllr Johnson, seconded Cllr Page).
2237	Parish Council representatives To nominate representatives for the following: <ul style="list-style-type: none">• Neighbourhood Policing Team – Cllr Harris• Highways – Cllr Roberts• Parish Steward – Parish Clerk• Memorial Hall Management Committee – Cllr Hutt• Emergency Planning – Cllr Howells• Recreation and Play in Dilton (RAPID) – Cllrs Johnson, Short and Middleton• Neighbourhood Planning – Cllrs Harris, Middleton, Hutt and Jarvis with the Clerk also attending. An initial report would be forwarded to the June agenda.

2238	<p>Maintenance contracts The clerk reported that she was waiting quotations for the maintenance contact 2017/2018 and these would be referred to the June Council meeting.</p>																		
2239	<p>Parish Council Insurance 2017/2018 The documents pertaining to the Annual Insurance Policy had not yet been received.</p>																		
2240	<p>Accounts for the year ending 31st March 2016</p> <ul style="list-style-type: none"> a) The Parish Clerk reported on the accounts for the year ending 31st March 2016. b) The Annual Internal Audit Report from the Internal Auditor was received and noted. There were no matters drawn to the council's attention and no issues arising from the audit. c) It was proposed by Cllr Short, seconded by Cllr Harris and resolved to approve Section 1 (Annual Governance Statement 2016/2017) of the Annual Return. d) It was proposed by Cllr Short, seconded by Cllr Jarvis and resolved to approve Section 2 (Accounting Statements 2016/2017) of the Annual Return. 																		
2241	<p>Planning applications</p> <ul style="list-style-type: none"> a) To resolve the Council's comments on applications received and not previously responded to – there were none. b) To agree the comments to be sent to Wiltshire Council in respect of any planning applications received after 11 May 2017 – there were none. <p>The following planning decisions had been received:</p> <p>16/08344/OUT – Fern Farm, 8 Hisomley – erection of three dwellings – Refused 17/00401/FUL – 15 Clearwood – internal alterations and two storey extension – Approve 17/01722/FUL – Penleigh Mill Farm – erection of stables – Approve with conditions</p> <p>It was agreed to liaise with the enforcement department at Wiltshire Council to ensure that the outcomes of any issues were reported back to the parish council. The clerk was instructed to report potential enforcement issues with a static caravan and smallholding at Fairwood Road (on the approach to Cuckoo's Rest near the bridge) and with residential lodgings at Clivey Gate Tollhouse.</p> <p>An update was given on the application relating to Cuckoo's Rest, with it being confirmed that the application had been called in to Wiltshire Council's Planning Committee.</p>																		
2242	<p>Finance</p> <ul style="list-style-type: none"> a) Members agreed the banking arrangements for the municipal year 2017/2018, appointing Cllrs Irving, Hutt and Johnson as authorised signatories. b) Members agreed not to set any Chair's Allowance for the municipal year 2017/2018. c) Council expenditure as listed below was approved (proposed Cllr Short, seconded Cllr Johnson): <table border="1" data-bbox="354 1661 1528 1906"> <tr> <td>Clerks Salary</td> <td>May 2017</td> <td>£437.80</td> </tr> <tr> <td>Clerks expenses</td> <td>May 2017</td> <td>£43.72</td> </tr> <tr> <td>HMRC PAYE</td> <td>May 2017</td> <td>£109.60</td> </tr> <tr> <td>Aspire Defence</td> <td>Advance payment May issue Dilton News</td> <td>£38.76</td> </tr> <tr> <td>Dilton Marsh Memorial Hall</td> <td>Hall hire April 2017</td> <td>£25.00</td> </tr> <tr> <td>Ministry of Play</td> <td>Supply and installation of timber agility trail</td> <td>£10,868.34</td> </tr> </table> <p>The clerk gave an update on the grant applications for the funding of the refurbishment of the play area, reporting that the grants would meet the costs of the project. The Chair requested that the council consider forward funding the project in order to capitalise on the timber trail</p>	Clerks Salary	May 2017	£437.80	Clerks expenses	May 2017	£43.72	HMRC PAYE	May 2017	£109.60	Aspire Defence	Advance payment May issue Dilton News	£38.76	Dilton Marsh Memorial Hall	Hall hire April 2017	£25.00	Ministry of Play	Supply and installation of timber agility trail	£10,868.34
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	installation.
2243	<p>Meeting schedule</p> <p>The date of the next meeting was noted to be Thursday 15th June at 7.30pm.</p>
2244	<p>Members reports</p> <p>The following points were reported:</p> <ul style="list-style-type: none"> • Members agreed that consideration needed to be given to the future of the containers at the playing field, and this was referred to the RAPID group for suggestions. • It was noted that the gullies had been cleared at Tower Hill and thanks were recorded to Cllr Wickham for his assistance in arranging this work. • Cllr Howells volunteered as a member of Community Speed Watch. • The playing field had been booked for a Church Funday on 23rd August 2017. • Revd Jarvis was leaving the parish and arrangements for his leaving party were confirmed. • The playing field was booked for the village fete on 17th September 2017 and permission was given for an re-enactment group to set up the day before. It was agreed that the group could use the cannon. • There would be an old time music hall event in the Memorial Hall on 10th June, which was also the Village Day. • An issue with a faulty drain cover at Red Pit was reported. • The quotations for the resurfacing to Alan Powell Lane would be an agenda item for the June Council meeting. • It was clarified that the Council would recess in August.

There being no further business the meeting was closed at 8.55 pm.