

RATIFIED MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF QUIDHAMPTON PARISH COUNCIL HELD ON 28th MAY 2013 IN THE VILLAGE HALL

Present; Cllrs Bass, Cripps, Edge, Roberts (Chairman), Rowley, Strawson and Taylor,
In attendance; Mrs C Churchill (Clerk), 4 members of the public and 6 children.
Apologies; Wilts Cllr Edge, PC Jung, PCSO Moss.

There were no questions or statements from members of the public on any matter concerning the village.

Report from the Wilton Rural Neighbourhood Police Team. This was given at the Annual Parish Meeting.

Report from Wiltshire Councillor Mr Peter Edge. Would like to get involved and work together, happy to walk around the village and look at issues. Will try to attend meetings and stay for the duration if possible.

Cllr Roberts opened the meeting at 7.37pm

13/048. Election of a Chairman for the council year 2013 – 2014.

Quidhampton PC resolved to elect Cllr Roberts as Chairman of Quidhampton Parish Council.

13/049 Signing of the Acceptance of Office. Cllr Roberts signed the Declaration of Acceptance of Office of Chairman.

13/050 Election of a Vice - Chairman for the council year 2013 – 2014.

Quidhampton PC resolved to elect Cllr Edge as Vice - Chairman of Quidhampton Parish Council.

13/051 Signing of the Acceptance of Office. Cllr Edge signed the Declaration of Acceptance of Office of Vice - Chairman.

13/052 Apologies for absence. None received.

Local Government Act 1972 s85(1)

13/053. Chairman's announcements. None

13/054. Exclusion of the press and public. None

13/055. Council meeting minutes - to confirm and sign the minutes of the parish council meeting held on 26th March 2013 (first meeting)

Quidhampton PC resolved to approve and sign the Minutes without amendment.

13/056 Council meeting minutes - to confirm and sign the minutes of the parish council meeting held on 26th March 2013 (Full Council meeting).

Quidhampton PC resolved to approve and sign the Minutes without amendment.

13/057. Interests. None. Cllr Roberts informed those present that his daughters were involved in the presentation but he had had no input on the matter, the same applied to the Clerk whose children were also involved.

Localism Act 2011, section 31.

13/058 Co option of Cllrs. Following the recent Parish elections (uncontested), there are two vacancies on Quidhampton PC which may be filled by co-option.

No one present to co-opt. Cllrs were asked to approach people and ask if they wished to join the Council.

13/059 To receive a presentation from younger members of the community regarding Quidhampton recreation ground.

A group of 6 children from Quidhampton made a brief presentation about the recreation ground.

The seats on the roundabout are broken and uncomfortable.
The age limit is too low – could it be raised (currently 13 years).
Found ideas for new equipment, pictures were passed around.
Willing to help with fundraising ideas in – sponsored events, stall at the fete, cake sales and washing cars.

Cllr Roberts thanked them for the presentation and asked for Cllrs to comment.
Cllrs agreed this was a good idea and pleased they had taken the initiative. Perhaps look at applying for Waitrose green tokens. Worth investing money in play equipment.

13/060 Quidhampton Fete. A meeting has been held to plan a fete for the summer 2013. A request from the organising group for support from Quidhampton PC by allowing the fete to be run under the PC insurance.

The date has been confirmed as 21st September 2013.

A brass band has been booked, there will be craft stalls in the loft, teas and other stalls in the marquee and games in the car park (which will be closed). Various competitions are also planned.

To confirm that the fete may be run as a PC event using the PC insurance.

Quidhampton PC resolved to cover the fete under their insurance cover.

Finance

13/061. Year ending 31st March 2013.

(i) Quidhampton PC noted the report from the Internal Auditor

(ii) The Annual Governance statement for Quidhampton Parish Council was read and each question answered.

(iii) To approve the accounts for the year ending 31st March 2013

Quidhampton PC resolved to approve the accounts for the year ending 31st March 2013.

(iv) To sign the Annual Return for Quidhampton Parish Council

Quidhampton PC resolved to sign the Annual Return for the year ending 31st March 2013.

13/062 To appoint representatives for the forthcoming year.

Flood Warden Cllr Taylor

Website Cllr Cripps

Planning Cllrs Cripps, Roberts, Strawson and Taylor.

Recreation Ground Clerk and Cllr Bass

Rec Gr sub comm. Cllr Bass, Edge and Roberts.

Marquee sub comm. Cllr Bass, Edge and Strawson and Mr Dawson

SWWAB Cllr Taylor

WilCAP Ceased

C.E.V. Mr John Cater

13/063. To confirm the dates for Quidhampton Parish Council meetings for the forthcoming year.

Quidhampton PC resolved to confirm the following dates 23rd July, 24th September, 26th November, 28th January, 25th March, 27th May.

Apologies were given by Cllrs Bass and Edge for the July meeting.

13/064. Update of actions from the meeting dated 26th March 2012.

1. (13/038) Clerk confirmed to CATG and Highways that QPC wish to pursue the raised footpath.

2. (13/040) Planning response was sent, the application for 21 Coronation Sq has been approved. Cllrs questioned why this was approved – Clerk to contact Planning Officer concerned. Clerk

3. (13/043) Clerk yet to look through PC records re WW1.

13/065. Quidhampton PC Marquee Standing Orders. Cllr Strawson presented a draft copy of Standing Orders for the Marquee.

It was felt the size and maximum numbers should be included.

Cllr Strawson will circulate a copy before the next meeting.

Cllr Strawson

13/066 Media and Communication Policy. A draft policy was circulated with the March agenda. Item to be discussed at the July meeting.

Finance.

13/067. Year ending 31st March 2014.

(i) The balance of the accounts stands at £8,524.71 with a total of £86 in unrepresented cheques.

(ii) Terms of expenditure totalling £1,030.42 were approved for payment..

Local Government Act 1972 s150(5). Account and Audit Regulations 2008

13/068. Sycamore Tree at Quidhampton recreation ground. Following the request made for the height of the tree to be reduced the Clerk met with Mr Harris from Tree Menders. A report is attached.

To confirm what action should be taken on this tree.

Quidhampton PC resolved to accept the report and make no reduction in the height of this tree.

Clerk to contact residents of The Coolins re crown raising.

Clerk

Clerk to check if permission is required for this work.

Clerk

13/069. Quidhampton Recreation Ground. There are a few matters that need attending to;

(i) remove the swing from the tree.

Clerk to ask Mr Burgess if he can remove the swing and replace on a more suitable branch. Clerk

(ii) remove the old tiles from the roundabout surface

Cllr Roberts will remove these.

Cllr Roberts

(iii) sweep the surface under the roundabout

Clerk to ask the children if they could sweep this surface.

Clerk

(iv) replace / repair the sign on the gate and review the current age limit

Clerk to consult the residents via the newsletter.

Clerk

(v) repair the entrance gate

Cllr Edge will look at this.

Cllr Edge

(vi) tidy up the edges of the ground

Cllr Edge will trim the area.

Cllr Edge

(vii) review the wild area in the right hand corner.

There were mixed views on this.

Ongoing

To agree a date for a working party to action these items. The fence repair is on the list but delayed due to weather. To be discussed at the next meeting.

Ongoing

13/070. Quidhampton Youth Council. To consider whether to create a youth council in Quidhampton to represent the younger members of the community.

Quidhampton PC felt the name should be less formal than "Council" perhaps Quidhampton Youth Forum.

Quidhampton PC resolved to fund the hire of the village hall (and the cost of refreshments) so the children can consult with all younger residents.

Quidhampton PC resolved to fund the printing of a flyer but ask the children to draft it and after printing deliver it.

Cllrs Roberts and Rowley to lead on this project.

Wilts Cllr Edge will speak to Jaki Farrell.

13/071. Councillor Training.

WALC have organised two training events;

26th June – Cllr refresher course at Wilton. This lasts for 2 hrs and is aimed at existing Cllrs who have previously attended training. Cost £35.

6th July – New cllr course venue TBC. An all day course aimed at new Cllrs. Cost £85. Cllrs Edge and Strawson would like to attend.

Clerk

In addition Calne TC are holding a training event on 1st June at Calne. The cost is £40 per head and includes a hot lunch.

SLCC are holding the Regional conference at Salisbury Racecourse on 19th June. Cost £65.

13/072. Councillor memory sticks. WALC have produced 1Gb memory sticks which come pre loaded with various documents and space to add the Pc's own policies (standing orders, code of conduct, minutes etc).

To confirm whether QPC wish to purchase any memory sticks at a cost of £8 each.
Quidhampton PC resolved not to purchase any memory sticks.

13/073 Website. Cllr Cripps had nothing to report.

13/074 To receive brief reports from Cllrs.

Cllr Taylor – Wilton CLT held a meeting on 27th April with 90 people attending. A copy of the Annual Report is available. There will be a series of workshops in the summer.

13/075. Clerk's Report.

1. Clerks and Councils direct.
2. Registered for Rti with HMRC.
3. New standings orders are imminent, new version covers the localism act.
4. Invitation to the Chairman to the opening of the Pembroke Arms at Wilton.
5. Highways and streetscene meeting on 7th June at City Hall.
6. Bonallack and Bishop seminar at Grasmere House on 7th June.
7. New version of Local Council Administration about to be released – cost £60 (includes discount normally £75)
8. CPRE open day at Marlborough on 25th June.
9. SWWAB meeting at South Newton on 5th June.
10. Attended a Link2Nature event at Dinton.
11. New password for Cllrs to complete the Register of Interests.
12. New planning system introduced, it is believed that paper plans will not be available for much longer.

13/076. To note agenda items for the next meeting to be held on Tuesday 23rd July 2013.

Please note all agenda items should be sent to the Clerk by 9am on Monday 15th July.

Cllr Roberts closed the meeting at 9.12pm