

# QUIDHAMPTON PARISH COUNCIL

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Cllrs Bass, Cripps, Davies, Frank, Mullett, Rowley and Taylor.

**You are hereby summoned to the Annual Meeting of  
Quidhampton Parish Council on Tuesday 22<sup>nd</sup> May 2018 following  
the Annual Parish Meeting at 7pm  
At Quidhampton Village Hall.**

*If you are unable to attend this meeting please could you let me know as soon as possible, if sending apologies please ensure they are sent by 12pm on Tuesday 22<sup>nd</sup> May.*

*Council are asked to note that in the exercise of their functions they must take note of the following: Equal opportunities (race, gender, sexual orientation, marital status and any disability); Crime and Disorder, Health and Safety and Human Rights. Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk (01722 743027) or ([quidhamptonpc@btinternet.com](mailto:quidhamptonpc@btinternet.com)) at least 24 hours before the meeting so that every effort may be made to provide access.*

***Clare Churchill***

Clerk to Quidhampton Parish Council

Dated; 15<sup>th</sup> May 2018

**AGENDA FOR THE ANNUAL MEETING OF QUIDHAMPTON PARISH COUNCIL TO BE HELD ON TUESDAY 22<sup>nd</sup> MAY 2018 IN THE VILLAGE HALL FOLLOWING THE ANNUAL PARISH MEETING AT 7PM BUT NOT TO START BEFORE 7.30PM.**

*Members of the Public are welcome to attend and are invited to speak if they so wish. If a member of the public wishes to speak, please could they advise the clerk of this intention on arrival?*

*The running order of the Agenda is at the discretion of the Chairman and may not always follow the sequence as listed. In order to ensure being present during the consideration of an Agenda item (wherever it may appear on the list of items to be considered), Councillors and members of the public are advised to be present at the meeting from the time given above.*

A short period of time will be set aside prior to the start of the meeting for questions or statements from members of the public on any matter concerning the village.

**AGENDA**

**0298. Election of a Chairman for the council year 2018 – 2019.**

**0299. Signing of the Acceptance of Office.** The newly elected Chairman to sign the Declaration of Acceptance of Office of Chairman.

**0300. Apologies for absence and to consider whether to approve the reasons given.**

*Local Government Act 1972 s85(1)*

**0301. Council meeting minutes** – to confirm and sign the minutes of the parish council meeting held on 27<sup>th</sup> March 2018 .

**0302. Exclusion of the press and public.** To agree any items to be dealt with after the public, including the press, have been excluded under.

*Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972 ss100*

**0303. Interests.**

(i) Cllrs to declare any Disclosable Pecuniary Interests related to any matters to be considered in this agenda that do not appear in the Cllr's register of interests.

(ii) In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.

Cllrs are reminded that it is their responsibility to ensure their register of interests on the WC website is kept up to date.

**0304. Co – option of Cllrs.** Following the uncontested Election there is 1 vacancy on Quidhampton PC that may be filled by co-option.

To co-opt a Cllr onto Quidhampton PC.

**0305. Election of a Vice - Chairman for the council year 2018 – 2019.**

**0306. Signing of the Acceptance of Office.** The newly elected Vice - Chairman to sign the Declaration of Acceptance of Office of Vice - Chairman.

**0307. To appoint representatives for the forthcoming year.**

Highways inc liaising with Parish Steward

Dementia Champion

Website

Village Hall  
Flood Warden  
Civil Emergency Volunteer  
Police (attending quarterly meetings at Tisbury)  
South West Wiltshire Area Board  
Community Area Transport Group (meetings held at 2pm in Tisbury)  
Recreation Ground (visual weekly check)  
Marquee

**0308. To confirm the dates for Quidhampton Parish Council meetings for the forthcoming year.**

24<sup>th</sup> July 2018  
25<sup>th</sup> September 2018  
27<sup>th</sup> November 2018  
22<sup>nd</sup> January 2019  
26<sup>th</sup> March 2019  
28<sup>th</sup> May 2019

**Finance.**

**0309. Year ending 31<sup>st</sup> March 2018.**

(i) To note the balance of the accounts

Opening balance	£11,463.94
Total receipts	£ 9,832.48
Total payments	£ 6,835.55
Closing balance	£14,460.87

Unpresented cheques	£ 348.80
Balance of parish bank accounts	£14,809.67
Authorised and ringfenced monies	£ 6,505.51
Leaving a balance of	£ 7,955.36

(ii) To note the report from the Internal Auditor  
The Internal Audit had been completed and no issues were raised.

(iii) To approve the Annual Governance Statement.

(iv) To approve and sign the Annual Governance and Accountability Return.

(v) To resolve to certify that the council is exempt from a limited assurance review by the external auditor and that they meet the qualifying criteria.

**0310. Year ending 31<sup>st</sup> March 2019.**

(i) To note the balance of the accounts

Opening balance	£14,460.87
Total receipts	£ 9,210.22
Total payments	£ 10.00
Closing balance	£23,661.09

Unpresented cheques	£4.00
Balance of parish bank accounts	£23,665.09
Authorised and ringfenced monies	£ 7,707.36
Leaving a balance of	£15,953.73

(ii) To note payments totalling £10.00 made since the last meeting.

(iii) To authorise payments due.

(iv) To consider if any money needs to be ultra vired within the budget.

*Local Government Act 1972 s150(5).*

**0311. Parish Map for the Noticeboard.**

- (i) To receive an update

**0312. Mower and Shed storage.** This is currently stored by Mr Dawson for a small fee. Mr Dawson would like the shed removed and another person to cut the grass.

- (i) To consider alternative storage sites for the shed.
- (ii) To consider who may cut the grass.

**0313. Defibrillator.** To consider purchasing a defibrillator for the parish. Cllr Bass to lead.

- (i) Costs of a defibrillator
- (ii) Adoption of the telephone kiosk

**0314. Quidhampton Recreation Ground.**

- (i) To receive an update on the matters to be attended to. Cllr Mullet to update on the actions required.
- (ii) To consider any complaints made regarding the use of the recreation ground.

**0315. Grant application for new equipment for the recreation ground. Cllr Taylor to report**

- (i) Parishioners feedback on the suggestions put forward. The information was uploaded the the parish council website and a village email was circulated asking for comments.
- (ii) Cllr Taylor to confirm information required for the application.

**0316. Highways.**

- (i) **Community Issue. Exiting Hampton Court, Lower Rd.** An issue has been raised with WC regarding traffic having visibility issues when exiting Hampton Court. The request is for double yellow lines along the road on the whole left hand side corner in front of the sign for Hampton Court exiting Hampton Court and going around to the left leading onto Lower road for as far as possible please.  
To consider supporting the request. NB a financial contribution would be required.
- (ii) **Speed on Lower Rd / Community Speed Watch.** This is now active.  
Clerk has chased CSW badges as some have been received but many haven't.
- (iii) **Traffic on the A3094.** To receive an update, if available, on the request to reduce the speed limit on the A3094 from 40mph to 30mph.
- (iv) **Yellow Line repainting.** Clerk has reported that the repainting was poor and they need to be redone within 6 months.
- (v) **White road markings on Lower Rd** – Clerk has reported the lack of white paint particularly at the eastern end pinch point and this is now in the system.
- (vi) **Community Speed Indicator Device.** To receive an update if available
- (vii) **Parish Steward.** To note items to be added to the list.

**0317. General Data Protection Regulation.**

- (i) To adopt the Information and Data Protection Policy
- (ii) To adopt the Retention and Disposal policy
- (iii) To adopt the Social Media and Electronic Communication policy
- (iv) To adopt the Management of Transferable Data Policy
- (v) To adopt the GDPR consent notice
- (vi) To confirm that Quidhampton PC is exempt from appointing a DPO.

**0318. To receive an update on the following;**

- (i) First aid.
- (ii) Dementia Awareness
- (iii) Coronation Square car park
- (iv) 2018 Commemoration of the Centenary
- (v) Village Hall lease

**0319. Update of actions from the Meeting dated 27<sup>th</sup> March 2018.**

1. (0282) Clerk circulated a breakdown of ringfenced monies.
2. (0283) The new noticeboard has been put up. Nothing received regarding the map
3. (0286. ii) Cllr email addresses – Cllr Cripps to update
4. (0286.iii) Pen portraits for the website. Cllr Cripps to update.
5. (0286.iv) Clerk's access to the website is still outstanding.
6. (0288) Clerk has been unable to apply for the SSE grant as no costings have been received.

**0320. Planning.** To consider how to respond to any planning applications made after the publication of this agenda.

**0321. To receive brief reports from Cllrs.** Please note that these reports are for information only and no decisions or resolutions may be made on any items not clearly stated on the agenda.

**0322. Clerk's Report.**

Road (A3094) closure notice – this has now been postponed.

SWWAB meeting on 30<sup>th</sup> May.

Salisbury transport meeting. The draft has been published on the WC website under cabinet papers.

Meeting on GDPR – awaiting further information

**0323. To note agenda items for the next meeting to be held on Tuesday 24<sup>th</sup> July 2018.** Please note all agenda items should be sent to the Clerk by 9am on 11<sup>th</sup> July.