

ALDBOURNE PARISH COUNCIL



**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD ON WEDNESDAY 4 MAY 2022
IN THE MEMORIAL HALL**

Present

Cllr W Brown (Chairman), Cllr L Smitten (Vice Chairman)
Cllr H Bland, Cllr V Butler, Cllr A Edmonds, Cllr B Hill, Cllr N Josephy, Cllr S Muirhead, Cllr J Rayner

Mrs K Clay – Parish Clerk/RFO

In attendance: Five members of the public

1/22. Elect Chairman of the Council for 2022/2023

Cllr W Brown was proposed by Cllr Edmonds and seconded by Cllr Josephy
It was **RESOLVED** unanimously to elect Cllr William Brown as the Chairman for 2022/2023
Cllr Brown signed his Chairman Acceptance of Office.

2/22. Elect Vice Chairman of the Council for 2022/2023

Cllr L Smitten was proposed by Cllr Muirhead and seconded by Cllr Hill
It was **RESOLVED** unanimously to elect Cllr Lee Smitten as the Vice Chairman for 2022/2023.

3/22. Apologies for absence

Apologies for absence were received from Cllr C Ainsworth, Cllr A Deuchar, Cllr C Elms, Cllr P Lawler, Cllr A Phizacklea
Not in attendance: Cllr A Stibbard

4/22. Declarations of interest in respect of any items contained in this Agenda & granting of any dispensations required

There were no declarations of interest.

5/22. Review of the finance meeting

Cllr Josephy confirmed that the Finance Group had met on 20 April to discuss year end finance and update documents for the upcoming year. The insurance figures on the 2022/2023 Asset Register were only updated for the street furniture (apart from the bell bollards), all other values remained the same. The 2022/2023 Risk Management was updated to include the measures that are in place to prevent mismanagement via internet banking, and regular Ash tree inspections in Rectory Wood. A copy of these documents is attached as [Appendix A](#).

6/22. Consider Council Annual Financial Statement for 2021/2022

It was **RESOLVED** unanimously to approve the Annual Financial Statement for 2021/2022

7/22. Consider Annual Internal Audit Report for 2021/2022

It was **RESOLVED** unanimously to accept the Annual Internal Audit Report for 2021/2022. No areas of concern had been raised.

8/22. Decision on external audit Section 1 – Annual Governance Statement 2021/22

It was **RESOLVED** unanimously to approve Section 1 – Annual Governance Statement 2021/22

9/22. Decision on external audit Section 2 – Accounting Statements 2021/22

It was **RESOLVED** unanimously to approve Section 2 – Accounting Statements 2020/21

The documents for items 6/22-9/22 will be added to the website as part of the external audit process.

10/22. Consider insurance renewal for 2022/2023

It was **RESOLVED** unanimously that the Clerk is delegated responsibility for renewal of the Council insurance up to the budget value of £1,500 (net). Best value for the Council will be taken into consideration, which includes the consideration of a long-term agreement. Should the expenditure be above £1,500 the Clerk will consult with the Chairman and Vice Chairman.

11/22. Consider meeting dates for 2022/2023

The dates for future meetings are:

2022 – 1 June, 6 July, 7 September, 5 October, 2 November

2023 – 4 January, 1 February, 1 March, 5 April, 26 April (Annual Assembly), 3 May (Annual Council), 7 June

No meetings in August or December 2022

12/22. Consider appointment of Chairman and Vice Chairman of the Planning Committee

It was **RESOLVED** unanimously that Cllr Phizacklea will be Chairman and Cllr Muirhead will be Vice Chairman of the Planning Committee for 2022/2023.

13/22. Consider appointment of village responsibilities, parish representation on outside bodies and liaison roles for 2022/2023

It was agreed that the Traffic Group can now be disbanded as they were only temporary to make a review of the traffic plan. Cllr Hill will still monitor the plan and bring any request or proposals to the Council as required.

The Council will contact St Michaels School about the remit of the role for the school governor's liaison. It is no longer a position that there is a legal requirement for.

Cllr Ainsworth was assigned as the Council's representative on CATG.

All other responsibilities, representation and liaison roles remain the same.

14/22. Consider Dabchick article rota from May 2022

It was **RESOLVED** unanimously that the Dabchick order from May 2022 will be as presented by the Clerk. The running order will be updated as and when needed during its run up to September 2024.

15/22. Consider the Minutes of the April 2022 Parish Council meeting

It was **RESOLVED** unanimously that the Minutes from the Parish Council meeting held on Wednesday 6 April 2022 be approved and signed.

16/22. Consider adoption of the April 2022 Planning Committee minutes

It was **RESOLVED** unanimously to adopt the planning committee minutes from the meeting held on Wednesday 6 April 2022.

17/22. Receive monthly financial report and sign any cheques for payment

It was **RESOLVED** unanimously to approve the accounts and cheques for payment as presented by the clerk.

A copy of the financial report is attached as [Appendix B](#).

18/22. Review of outstanding issues

- a) (08/09/2021) SIDs faulty – Both units have been repaired by Mr N Payne and are alerting vehicles to their speed. There is still an issue with not being able to download data. Both units are going to left permanently on West Street and South Street as it is felt that moving them is causing some of the issues with them failing.
- b) (06/10/2021) Street light on West Street (near Back Lane) – Still awaiting fix by SSE.

- c) (06/10/2021) Verge cutting on roads outside the village by Wiltshire Council – Chris Clark, Head of Local Highways, has been chased as no response had been received from him in relation to when the Aldbourn cuts will be carried out this year. There has still been no response from him.
- d) (12/01/2022) South Street path – Cllr Sheppard has confirmed that he is chasing this again and does now have the correct path location. Any changes to the dropped kerb will need to go via CATG, with the Parish Council paying 25% of any costs should the work be approved.
- e) (06/04/2022) Parking by the Post Office – Liaising with Wiltshire Council on the suitability of sign location.
- f) (06/04/2022) Fence on Whitley Road – New post installed and the fence has been affixed to it.
- g) (06/04/2022) Tennis courts – A tidy of the courts was carried out. Sadly, only Cllr Ainsworth and one other person turned up. The white lines have been repainted.
- h) (06/04/2022) RoW signs – Faulty signs reported to Wiltshire Council. They are awaiting inspection.
- i) (06/04/2022) Addressing Neighbourhood Plan issues - Cllr Deuchar and Cllr Brown (plus others from the NP steering group) are arranging a meeting with Mrs Elms and others in May to attempt to try and address the confusion and mistrust that has arisen due to this issue. The Clerk has also addressed some of the points raised in a reply to an email from Mrs Elms.

19/22. Questions and requests from the public for councillors to consider

- The Council was thanked for allowing Operation Nightingale to dig on the football field. There have already been some exciting finds.

20/22. Update on Neighbourhood Plan

Further technical support for the Strategic Environment Assessment has been applied for from Locality. Once this has been received, and the update carried out, the plan will be submitted to Wiltshire Council.

21/22. Discuss access on the bank in Goddards play area

The costs for getting a wooden handrail installed on the bank nearest to the entrance from Crooked Corner will be obtained.

22/22. Consider request for blue hearts on wilding area during open garden event

It was **RESOLVED** unanimously that the blue hearts can be placed on the wilding areas across the village on Sunday 26 June for the Open Gardens Event. All signs to be removed the day after the event.

23/22. Reports by councillors on any Council business or village issues

- a) Request again for the SLOW wording on the road on Marlborough Rd to be repainted.
- b) A question about whether the Parish Council can obtain event insurance that will cover events organised and run by other groups in the village.
This may not be possible if the PC are not the organiser/joint organiser. It will be investigated.
- c) A resident had advised that they had fallen on the byway ALDB5, and they felt this was due to the poor surface.
All PRoW come under the responsibility of Wiltshire Council. The resident can report it via MyWilts or send pictures to the Clerk and she will report it.
- d) The noticeboard on the bus stop has been taken down by Mr J Tompkins whilst he carries out refurbishment of it.
- e) The railings by the Winterbourne are still damaged, and comment has been made that they could be a safety issue currently.
Barnes Coaches will be asked about the repairs.
- f) The pond was filled last week and has already reduced in height. It does stop at about the level it is now, but this is too low to keep it healthy. Attempts are being made to find someone to fix the cracks in the concrete base.
- g) The traffic lights on Lottage Road are badly positioned, have a very lengthy red wait time, and there has been no sign of any work being carried out.

The Clerk will attempt to find out the details of these works and contact Thames Water.

- h) The fence against the boundary of the Goddards play area is collapsing. It is okay currently but will be kept under review.
- i) There is a post propping up a fence of a Whitley Road property that encroaches into the entrance area.
- j) Jubilee picnics across the village – The Parish Council has no objection to any land under their ownership or stewardship being used for these celebrations. Subject to no traffic being blocked and all rubbish being cleared and disposed of away from the areas used afterwards.

24/22. Wiltshire Council report

No report.

25/22. Review of correspondence

Comment was made about a letter received which had raised concerns about potential additional traffic coming via Aldbourn due to the houses being built in the North Eastern Village (NEV) within the Swindon Borough. Villages such as Wanborough have had traffic calming measures installed, though these were part of the overall NEV scheme rather than due to a request from that Parish Council. The Council will monitor the development and any subsequent traffic issues, but it was acknowledged there is probably not a huge amount that it could do to prevent any increase.

The remaining correspondence received and sent since the last meeting was noted.

26/22. Questions and requests from the public for councillors to consider

There were no further questions or requests.

27/22. Confirm date of next meeting

Wednesday 1 June at 7.30 pm in the Memorial Hall

There being no other business the meeting closed at 8.34 pm

Signature of the Chairman: _____ Date: 1 June 2022