

# Easterton Parish Council Annual Meeting

Monday 16th May 2022 at 7.30 p.m.

## Minutes

Present: Cllr Chris Saunders, Cllr B Myerscough, Cllr J Boyt, Cllr A Snook, Cllr R Brooks, Cllr A Colley, Clerk S-J Bullock

- 1 **Election of chairman** – Cllr Saunders had expressed his wish to step down from the chairman position, after thirteen years of sterling service and remain as a councillor. Unfortunately, no one stepped up to take on the essential role of chairman. Most councillors have full time work commitments and families. Cllr Saunders very generously agreed to continue for a little longer as chairman so that council business could continue, whilst a replacement is sought.
- 2 **Election of Vice-chairman** – Cllr Ben Myerscough was elected as vice-
- 3 chairman and signed the acceptance of office form.  
**Declaration of interests:** Cllr A Snook 7. PL/2022/02215  
**Apologies:** Cllr D Muns.
- 4 **Minutes of the previous meeting to be adopted and signed by the chairman:** Approved and signed
- 4 **Adjournment. Welcome to the public.** Cllr Saunders welcomed the members of public in attendance, both wished to speak on particular items.
- 5 **Planning Applications:**  
PL/2022/02215: Wickham Green Barn – FJ Snook. Application for change of use of lean to from agricultural use to commercial use (retrospective application). The applicant was in attendance and explained that it was intended for light industrial use and unlikely to create extra traffic or noise. He informed councillors that the lean to has a fire wall between it and the main structure for safety reasons. Councillors asked if the potential businesses would interfere with the right of way, the applicant said not, and the business would be self-contained within the barn. Councillors RESOLVED: No objection if the right of way was not affected.
- 6 **Past Planning Issues:** Strawberry Fields; outstanding issues – Cllr C Saunders said there is still no start date available for the work to complete the outfall. An order for a grit bin has been submitted on behalf of the parish council, the developers will be providing a concrete base for the grit bin.

7 **Update from Wiltshire Councillor Dominic Muns:** - Not present.

8 **Governance Issues**

**8.1** Review of the Financial regulations – The regulations were reviewed by the chairman, vice-chair, and clerk, who concluded that the financial regulations are still fit for purpose and should be reviewed again year or sooner if any regulations change and the policy requires updating.

**8.2** Review of Standing Orders – minor amendments were made to the standing orders, to include delegation to the clerk to comment on planning applications presented during recess months, providing all councillors consent via email. If the application is contentious an extraordinary meeting would still have to be called to allow both residents and councillors to express their views. Also, to allow the approval of late arriving invoices and planning applications submitted after the published agenda and prior to a meeting, providing neither require further consultation. RESOLVED to adopt the updated Standing Orders.

**8.3** To book meeting dates for the year ahead – Councillor approved the meeting dates, which will be displayed on the noticeboard.

9 **Correspondence and Communication**

**9.1** boomCast update – Cllr A Snook suggested advertising the councillor vacancy, due the resignation of Cllr J Cayford, on boomCast, to reach as many residents as possible and encourage an eligible resident to join the parish council.

**9.2** Echoes update – Cllr J Boyt said that there had been a single expression of interest for an allotment and without more it is not a viable project.

10 **Finance Update**

**10.1** Bank Reconciliation 2022 & budget updated to 5<sup>th</sup> May 2022

**10.2** Approve accounts for 2021/2022 – On going.

**10.3** Approve renewal of insurance with BHIB – the price has increased due inflation and Easterton parish population now falling into a higher insurance band. The renewal price is £607.77 - Councillors APPROVED the renewal.

**10.4** Appoint an internal auditor – Councillors RESOLVED to appoint David Owen accountants to be the internal auditor for Easterton parish council as they are already supplying payroll for the council.

**10.5** Clerk/FO to be added to mandate and authorised to use online banking to make Faster Payments (bank transfers). Councillors APPROVED the clerk's addition to the mandate and authority to make online payments subject to a payment limit of five thousand, assuming this option is available when the form arrives from Lloyds.

**10.6** Approve declaring EPC exempt from the external audit for AGAR – Councillors RESOLVED to declare Easterton Parish Council exempt.

**10.7** Approve paying Water2Business (cemetery supply) by direct debit – Councillors APPROVED the direct debit for Water 2 Business to ensure continuous supply and avoid late payment issues.

**10.8 Payments approved:**

1. Ch. No. 1828 Clerk April expenses (HWA, miles, paper & stamps) £57.70
2. Ch. No. 1832 Cllr C Saunders (refreshments for parish meeting) £28.80
3. Ch. No. 1833 Mark Goddard & Sons £460.00 (1<sup>st</sup> payment)
4. Ch. No. 1834 Mark Goddard & Sons £460.00 (2<sup>nd</sup> payment)
5. Ch. No. 2835 Clerk May expenses (HWA, miles & ink) £52.45
6. Ch. No. 1837 BHIB Council insurance £607.77.
7. Ch. No. 1838 WALC & NALC subscription £244.34

**11 Projects and Activities Updates**

**11.1** Easterton Community Fibre Partnership Update: Cllr A Colley – ongoing.

**11.2** Container behind Bus Shelter update: Cllr C Saunders – has found a supplier of metal storage sheds which could provide a solution

**11.3** Allotments at Cemetery Land: Cllr J Boyt – As a solitary expression of interest in allotments is insufficient to make allotments a viable project, Cllr J Boyt and Cllr A Snook will promote and request expressions of interest once more.

**11.4** Energy: Cllr J Boyt & Cllr R Brooks – Cllr J Boyt informed councillors of a new initiative by Wiltshire Council, ‘Solar Energy Together’ to encourage residents to register on their website, with the aim of using collective purchasing to reduce costs. The website will be promoted in Echoes and boomCast.

**11.5** Queens Platinum Jubilee Celebrations: One of the residents in attendance is a member of the village fete committee and wished to speak on their behalf. Sadly, there has been a break down in communications between those arranging Jubilee Celebrations and Fete Committee causing discord between parties. During lengthy discussions between the Fete representative and Councillors, it was confirmed that there was no intention of the Jubilee celebrations, which will never be repeated, to compete with the fete. That the fete had a much broader market and greater variety of stalls and entertainment and would be held months after the Jubilee. Councillors expressed their appreciation for all the hard work the fete committee put into the fete and are grateful that they continue to provide such an event for the local and surrounding communities. Councillors acknowledged the need for improved communication and suggested that a social liaison team be created between, the village hall

committee, fete committee and the parish council to avoid any future conflict.

**11.6** St Barnabas School: Cllr J Boyt – nothing to report.

**11.7** Discuss the replacement of log rolls around planters – Councillors RESOLVED to suggest to the concerned resident that they source replacement log rolls and council would pay for them.

**11.8** Discuss replacement of destroyed litter bin at the village hall – Cllr C Saunders had found a supplier of suitable litter bin – Councillors RESOLVED to purchase a replacement at £151.02 plus vat.

**11.9** Discuss hazardous high curb at the high street bus stop – There is high grass verge at the bus stop which is extremely difficult to navigate when stepping into or out a bus, particularly if elderly or have mobility issues. Councillors discussed whether it would be possible to lower the curb or relocate the bus stop. Cllr C Saunders to ask for options at the next CATG meeting. Clerk to ask highways opinion.

## 12 **Highways and Byways Issues**

**12.1** Kings Road surface condition/Wiltshire highways update – Cllr C Saunders to discuss the road at the next CATG meeting and to discuss additional speed bumps with Cllr D Muns.

**12.2** Rights of Way – Cllr R Brooks, nothing to report, still awaiting promised stiles.

**12.3** Parish Gardener update: Cllr A Snook advised councillors that Mark Goddard has been busy keeping the village tidy.

**12.4** Parish Steward update: Cllr A Snook advised councillors that the very appreciated Kevan Surgenor has left the parish and Cllr Snook looks forward to working with the replacement parish steward, Adam Batt.

## 13 **Environmental Issues**

**13.1** Easterton Flood Catchment Assessment: Councillors suggested that a suitable long handled rake be kept at the grid so blockages could be cleared with ease by anyone nearby.

Meeting closed at 9.06pm.

Signed:

Dated: