

**BISHOPSTONE PARISH COUNCIL**  
**ANNUAL MEETING OF THE PARISH COUNCIL**  
**Held in Bishopstone Village Hall**  
**Thursday 12 May 2011 at 8.00 pm.**

**MINUTES**

**Present** : Parish Councillors : J H Thompson (JHST), Chairman  
 N Barter (NTB)  
 E R Draper (ERD)

One member of the public (Mr G Brutton) was present as was Mr M R Ash (prospective Parish Clerk).

**1. Election of Chairman.**

NTB proposed and ERD seconded that the Chairman for the coming year should be Councillor J H S Thompson. There being no other nominations JHST took the Chair.

**2. Declaration of Acceptance of Office.**

JHST signed the Declaration of Acceptance of Office as Chairman of the Parish Council.

**3. Election of Vice-Chairman and other Council appointments.**

ERD proposed and NTB seconded a motion that the appointment of a Vice Chairman and of other Councillor appointments be delayed until a future meeting of the Council when the new Councillors (currently being recruited) will have been appointed. The motion was agreed.

**4. Apologies for absence.**

There were no apologies for absence.

**5. Declarations of interest.**

There were no additional declarations of interest.

**6. Appointment of Clerk to the Council.**

ERD proposed and NTB seconded a motion to appoint Mr M R Ash (MRA) as Parish Clerk and Responsible Finance Officer on the basis of the Job Description and Contract of Employment that had been circulated to Councillors. The motion was agreed. MRA thanked the Council and took his place as Clerk.

**7. Dates, times and places of meetings of the Council for the year.**

MRA circulated a note with the dates, times and places of meetings for 2011/12. It was noted that in the event of a successful Lottery bid for the refurbishment of the village hall an alternative location would need to be found for the July and September meetings. NTB proposed that the Fishing Lodge be used as a temporary meeting place if required. This offer was accepted with thanks.

**8. Approve Minutes of the Meeting on 3rd March 2011.**

The minutes of the meeting held on 3<sup>rd</sup> March 2011 were proposed to be approved by NTB and seconded by ERD. The minutes were agreed and signed by the Chairman.

**9. Matters Arising from the Minutes, including Action Plan.**

It was noted that all items in the Action Plan attached to the minutes of the meeting on 3<sup>rd</sup> March had been completed.

**10. Public Question Time.**

No matters were raised.

**11. Agenda items:**

a. NTB proposed and ERD seconded a motion to re-appoint Atkinsons as Internal Auditors to the Council. This was agreed.

b. ERD proposed and NTB seconded a motion to delegate to the Chairman and the Clerk the approval of the annual return of accounts to the external auditors Mazars. This was approved.

c. A meeting with the Highway Engineer and Parish Steward had been arranged for 19 May 2011 meeting at the Village Hall. Amongst other things this would include discussion of the problem of surface water flooding in Crouchston (Agenda item 11d), street name boards, grass cutting in The Styles (see item 12).

**12. Chairman's announcements.**

(i) JHST said that Mr Mike Bundy had reported that damage had been caused to the children's play equipment on the Recreation Field. It was agreed that the Clerk should obtain quotes for repairs to be undertaken and that a note about both this and the taking of dogs onto the field should be included in a future edition of STAB.

(ii) JHST said that he been contacted about the grasscutting in The Styles. Parts of the grassed area, around the seat and tree were not being mowed. It was agreed to raise this matter with the Wiltshire Council Officers at the meeting on 19 May.

(iii) JHST said that Wiltshire Council had now sent him the Notice of Election for the Parish Councillor vacancies. This would be displayed on the Parish Notice Boards. He had also received electronic copies of the nomination pack that each prospective

candidate had to complete and return to the Returning Officer. He would arrange for these to be distributed to those who had indicated that they wished to stand for election to the Council. If there are indeed more candidates than vacancies the election would be held on 23 June. He would also prepare a short notice for STAB.

- (iv) JHST suggested that once the Council had a full complement of Councillors there should be a discussion of possible capital projects. There was now a substantial balance on the Deposit Account and some modest expenditure might be undertaken for the good of the village. It was agreed that there might be a case for some additional notice boards and further consideration could be given to the idea of rebuilding the toilets on the recreation grounds to be used by visiting teams etc. It was agreed to place this on the agenda for a future meeting.
- (v) JHST invited MRA to report on outstanding invoices. NTB proposed and ERD seconded that payments be made as follows:
- £180.25 Wiltshire Association of Local Councils annual subscription;
  - £726.57 Community First – annual insurance premium;
  - £45.00 T R Coombs for removal of moles from the Recreation Field.

The motion was approved. MRA said he would be in touch with Lloyds Bank to update the list of those approved to sign cheques.

- (vi) JHST invited MRA to give a short oral report on a meeting held that afternoon by Wiltshire Council in Dinton. MRA said that this had been called to consider the Government's "localism" agenda. This covered much the same ground as the written report circulated to Councillors for the 3<sup>rd</sup> March meeting of the Council. However, Wiltshire Council made it clear that they supported the general thrust of what the Government was seeking to achieve and would bring forward proposals to delegate more powers to Parish Councils once the legislation was enacted.

### **13. Planning items.**

JHST reported that Wiltshire Council had given planning approval to:

- Faulston House - refurbishment and repairs to windows, chimneys, internal walls and floors etc.
- Old Malt House - new tennis court in garden.
- 10 Manor Farm Cottages - erection of new conservatory to west end.

### **14. Questions or statements from Councillors.**

- (i) NTB reported that successful action had been taken to remove moles that were causing damage to the Recreation Field and that the Council would be receiving an invoice for this work.
- (ii) ERD requested that the Chairman should write to Wiltshire Council in support of the

campaign against the new car parking charges in Salisbury. Salisbury was an important retail and service centre for those living in the village and such action was therefore appropriate. In discussion this action was agreed.

- (iii) ERD suggested that the Chairman might write to the organisers of the party held in the grounds of the White Hart on the Royal Wedding Day thanking them for all their efforts in arranging a most enjoyable event.

**15. Date and place of next meeting.**

There being no other business the meeting closed at 9.00 pm

DATE OF NEXT MEETING – The next meeting of the Parish Council will be on Thursday 7<sup>th</sup> July 2011 at 8.00pm either in Bishopstone Village Hall or in an alternative venue to be confirmed.

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Signed as an accurate record :

.....  
CHAIRMAN

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DATE

**BISHOPSTONE PARISH COUNCIL  
PARISH COUNCIL MEETING  
Thursday 12th May 2011 at 8.00 pm.**

**ACTION PLAN**

<b>WHAT ACTION</b>	<b>BY WHOM</b>	<b>COMPLETED</b> ✓
Chairman and the Clerk to approve the annual return of accounts to the external auditors Mazars	JHST	
Clerk to obtain quotes for repairs to be undertaken to play equipment on the Recreation Field and a note about both this and the taking of dogs onto the field to be included in a future edition of STAB	MRA/JHST	
Croucheston flooding and grasscutting in The Stiles to be raised at the meeting with Wiltshire Council on 19 May.	JHST	
Chairman to write to Wiltshire Council in support of the campaign against the new car parking charges in Salisbury.	JHST	
Chairman to write to the organisers of the party held in the grounds of the White Hart on the Royal Wedding Day thanking them for all their efforts.	JHST	
Notice to be placed in STAB re the election of Councillors	JHST	