

Draft MINUTES OF THE ERLESTOKE PARISH COUNCIL MEETING

Held in the Parish Church Wednesday 5th April 2017 at 7.15

Present: Cllrs; Mr S Jonik (Chairman), Mr J Durham, Mrs F Morgan-Frise, Ms V Neal (Locum Clerk)
Mr J Hunt-Davis, Mrs Natasha Barton, Mr K Lewcock

Open Forum to hear from Members of the Public

Steve French – a query about broadband speed in the village following a TV programme. Only 2MB download speed. Where are we with broadband upgrade?

Talk Talk used by S Jonik as a provider, following a letter from BT switched to BT 40GB free per month 3.5-5 MB download speed promised with new router. Posts have been put up around Erlestoke for fibre broadband but no dates as yet for implementation.

Erlestoke Woods – query about letter sent to MoD. Pine trees and broadleaves together therefore broadleaves have no decent root structure and will need to be felled before they fall down. Have to burn felled brush and replant, delayed a year. PC doing some work following up this.

Followed by Agenda

162/17 Apologies Mr D Moore (Vice Chairman),

163/17 Declaration of Interest Councillors should declare any interest in the items to be discussed

164/17 To approve the minutes of the meeting held on the 11th January 2017

Proposed: Cllr Lewcock Seconded: Cllr Jonik. All in favour.

165/17 Clerk Vacancy, Erlestoke Council – Suggest leave the appointment until the new council is formed after the election on 4th May 2017.

Cllr Jonik to contact one nominee who has applied for Clerk post and has also been nominated to stand as a Parish Councillor. One person cannot be a Councillor and the Clerk at the same time.

166/17 Wiltshire Council and Devizes Area Board Update – No update

167/17 Planning Decision Received - Alterations to letting rooms has been granted. A condition has been imposed that alterations must comply with building regulations.

Applications for Comment - none

168/17 May 2017 Councillor Elections 4th May (documents delivered by email)

169/17 Decide on the operating Procedures for the Parish Council – red folder has all documents within, to be brought to meetings. Also on the PC laptop.

Meeting of working group to talk about procedures. Decided what to recommend. All councillors have been emailed the following documents.

- 1) “NALC”, (National Association of Local Councils) – Code of Conduct
Proposed: Cllr Jonick Seconded: Cllr Lewcock
- 2) “WALC”, (Wiltshire Association of Local Councils) – agree to use them as an advisory body for the council. A fee paid each year. Proposed: Cllr Barton Seconded: Cllr Morgan-Frise
- 3) “CPALC”, (Communities, Parish and Local Councils) – charity to provide. Cllr Lewcock has signed up to this. Useful information for Parish Councils. Councillors to have a look at the website and take a view. F M-F to compare with Wiltshire Association of Local Councils (WALC).
- 4) “Risk Assessment”, for Erlestoke Parish – a financial risk assessment and management control of risk has been drawn up to identify potential risks to the Parish Council. Agree that the document is approved for use
Proposed: Cllr Morgan-Frise Seconded: Cllr Hunt-Davies All in favour
- 5) “Standing Orders” For Erlestoke Parish Council – to be adopted.
Proposed: Cllr Jonik Seconded: Cllr Lewcock. All in favour To be reviewed at the May meeting
- 6) Financial Regulations, For Erlestoke Parish Council - to be adopted.
Proposed: Cllr Hunt-Davies Seconded: Cllr Barton. All in favour.
To be reviewed at the May meeting.

170/17 Speed Indicating Devices (SIDs) – no report.

171/17 Highways and Footpath issues

School crossing – on CATG agenda for discussion in May

A complaint has been received about pot holes in road up to Pear Tree Hill – Cllr Barton to report issue on My Wiltshire App.

172/17 On-going matters

Safety of school children crossing the B3098 – purchase of a sign to be considered at CATG, Erlestoke House Gates - ongoing, Fracking - ongoing

Broadband – discussed earlier in public forum

Play Equipment Inspection – RoSPA have carried out the annual inspection, no report as yet

Erlestoke Lakes – Environment Agency (EA) looking at clearing out lakes and stocking with special fish. A meeting planned for June with EA and MoD to look at available grants.

Erlestoke Woods – piled wood to be burnt

173/17 To confirm the Current Financial Statement and accounts for payment.

i) Payment £92.40 (£77.00+VAT) ROSPA – deferred until report received

ii) Payment £43.20 Website

iii) Payment £84.45 Clerk services

iv) Review Accounting Procedures for Auditing Solutions.

v) Review Accounting Procedures for External Audit (Grant Thornton)

vi) Grant Thornton Report for 2015-2016

External Audit report – the report is confusing, challenging the parish council about PAYE.

SJ to research the issue. Grant Thornton charging a large sum (£999.00 to date) to look in to accounts.

Cllr Lewcock to contact Walc to find out why the parish council are being charged this sum.

174/17 To receive reports from EPC Representatives

i) Footpaths – no report

ii) Police – no report

Annual Parish Meeting Wednesday 26th April – invitations to be sent out. F Morgan-Frise to draft the letter to be sent out to; prison, cricket club, golf course, pub and church, police, MoD, Erlestoke Hub, Guides and Scouts
S Jonik to produce a flyer

Meeting concluded at 9.52 pm

The next meetings is as follows:

The Annual Parish Meeting 26th April 2017 - 7.30pm in the village church

Erlestoke Village website – www.erlestoke.org