**Annual Parish Meeting – Draft Minutes**

**PENDING OFFICAL APPROVAL AT NEXT MEETING**

**Held Wednesday the 18th of May 2022 at 7.30pm in the Bulkington Village Hall**

Councillors: Amy Powell (Chair), Julie Anderson-Hill, Alison Howard-Evans, Andrew Grabham

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| **AGENDA ITEM** | **AGREED ACTION** |
| 1. **Apologies for Absence:** Alex Breach, Carla Haslam apologies accepted |  |
| 1. **Approval of Minutes of the Annual Parish Meeting held 18th of May 2022:** approved |  |
| 1. **Chairman’s report:** The Acting Chair Amy delivered her report |  |
| 1. **Financial report:** The Acting Chair Amy presented the Financial Report   All agreed that the Community Levy funds will be spent on lowering pavements through LHFIG. |  |
| 1. **Questions and Comments from Local Government Electors** - None received |  |
| 1. **Vote for new Chair and Vice Chair: Vote for new Chair and Vice Chair:**   After 4 years of service for the village Amy Powel resigned as Chair but will continue as Councillor. There were no volunteers from other Governors to take on the long term role as Chair. Andrew kindly agreed to operate as chair until end of June so the team has some time to arrange what happens next. The team thanks Amy for her dedication and time and all she has done for the village.  Unanimous vote for Andrew Grabham as Vice Chair and Interim Chair.  Andrew was proposed by Julie and seconded by Alison.  Bulkington Parish Council is now urgently seeking a volunteer to join the Parish Council team as Chair. With no chair, the Team will need to take turns sitting as acting chair each month to ensure the Parish Council can continue to do its work looking after the village of Bulkington, managing it’s finances and looking after it’s assets. | Clerk to speak to NALC and Tamara Reay about temporarily operating without Chair. |
| 1. **Approval of updated Governance Documents:**   The update of Governance Documents were discussed | Clerk to check dates of Governance documents on the website if NALC has made any updates  Emergency plan  Alison to finalize and bring to next meeting |

The Parish Council Meetings always fall on the 3rd Wednesday of the month:

June 21st

July 19th

August: No Meeting

September 20th

October 18th

November 15th

December 20th

January 17th

February 21st

March 20th

April 17th

May 15th

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|  | Chairperson’s Report May 2022 – May 2023 |  |

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| Your Parish Council team member are Hannah Becket – The Parish Clerk  Parish Councillors: Amy Powell, Andrew Grabham, Alex Breach, Carla Haslam, Julie Anderson-Hill, Alison Howard-Evans, there is currently a vacancy for a new councillor as Chairperson to join, you would be most welcome.  With that I’d personally like to thank the support I have received from ALL the current Councillors and the Parish Clerk, Hannah. With the support of the Councillors and Hannah we have managed to maintain the services, achieve some of our goals, here are some of our highlights for this year.   * The Zipwire in the recreational ground failed the annual safety inspection and has now received new cross bars and the cableway tightened making it safe for children to play. * The unsafe group swing has been removed as there were splits in the A frame which failed a safety inspection. * The wooden bridge has had some maintenance work started and local man Jonathan Difford will be making a full repair now the drier weather has set in. * The grass cutting contract has now been taken up by a local man Mark Goddard who maintains several parish grass areas across several local villages. * Work is being started in the Recreational Ground to improve accessibility for all and create a welcoming pergola area where the current old wooden trim trail is. The trim trail is no longer safe and will be replaced when funding is secured. * Agreement with the highways agency to drop kerbs in the village making wheelchair and push chair access easier where it is currently difficult. * Some villagers gathered on the spring tidy up and went out litter picking before the hedges started sprouting, thank you to all who helped. * The book bus stop continues to be a roaring success with locals however we do request that people keep the area tidy as Hannah frequently removes untidy books and disposes of them when necessary.   The Parish Council Team has had another stable year with its councillors which has been lovely to really form a good team bond and work out where skills and support lie in the team. We have been able to progress with lots of smaller things this year, probably some things that you’ll not even notice, but if it wasn’t for the fantastic team we have looking after our village assets; our village would slowly suffer from disrepair and untidiness.  The Parish Council team remains focused on making the village accessible and maintained to a reasonable standard for all who reside here. With the help of a report from Maureen Allchin we have been able to work with Wiltshire Council on a couple of projects which will make the village more accessible to those with mobility needs and focus on making it safe for all to use the pavements from one end of the village to another. Our Clerk has been working hard behind the scenes, attending various Wiltshire Council meetings and working with the local authorities projects to make our village a safe place for all.  Despite best efforts there has been little interest for any events arranged or considered by the Parish Council. Therefore, the Parish Council will focus on maintaining the assets we have direct responsibility for, such as the upkeep of the war memorial, cutting the parish owned areas of grass and hedges and ensuring the rubbish bins on the footpaths remained emptied regularly. The Recreational Ground Committee, who works closing with the Parish Council, will continue to pursue the upkeep and improvements to the Recreational Ground; ensuring the space can be enjoyed by all.  To note, the Parish Council Team and various members of the village have been contacted several times about the inscription on the War Memorial for serviceman LIEUT. R.S. GAISFORD. A family member, Mr Rob Gaisford, has been in touch insisting the Parish Council should correct the incorrectly ranked family member. R.S. GAISFORD who was promoted to Captain a couple of weeks before he died, and the rank was inscribed incorrectly when the plaque was first installed. The Government website confirms we have a duty of care for the upkeep of memorial itself, but we have no duty to make corrections to any inscription. Despite confirming this to Mr Rob Gaisford and letting him know that we do not have the finances to support his desire to change this, or the resources to progress this on his behalf. We have suggested if he can pursue fund raising and dealing with the necessary enquiries and quotations for the work, he is welcome to pursue his intentions to make the inscription change. The Parish Council are taking his request very seriously, and have spent a significant amount of the precept in communication with him about this matter. If residents are contacted by him directly or indirectly on this matter, please refer the matter to the Chairperson who will coordinate any further correspondence with Mr Rob Gaisford.  Financial  At the time of writing, the Parish Council’s accounts for 2022/2023 can be reported as attached.  Wiltshire Council  Tamara Reay as our Devizes Rural West Councillor is often in attendance to our monthly meetings; she always brings with her a wealth of updates from the Council as well as being proactive in taken on actions and escalations where we need support.    **MyWilts App** – We remind residents that they can report any countryside defects, fly tipping, pot-holes byway uses etc… to MyWilts App  Wiltshire Police  The Parish Council receives regular updates form Wiltshire Policy on localised issues and they welcome hearing from residents on any concerns.  We look forward to improving our village assets over the coming 12 months and working closely with our community to make improvements where we can. We welcome you all to attend our meetings, every 3rd Wednesday of the month to come and find out more about what we get up to and how you can get involved.  Thank you for your continued support  Amy |

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**Monthly Parish Meeting – Draft Minutes**

**PENDING OFFICAL APPROVAL AT NEXT MEETING**

**Held Wednesday the 17th of May 2023 at 7.30pm in the Bulkington Village Hall.**

Councillors: Andrew Grabham (Acting Chair), Amy Powell, Alison Howard-Evans and Julie Anderson-Hill

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| **Agenda Item** | | **Action** |
| **1 Apologies for absence:** Alex Breach, Carla Haslam apologies accepted | |  |
| **2 To Record:**  Changes to the Register of Interests  Declaration of Interest in Agenda Items | |  |
| **3 To Receive a report** from Tamara Reay: Tamara send the following updates to the Councillors ahead of the meeting as she was unable to join on the day:  Some of the highlights from Wiltshire Council, and my own work over the last year to support residents in Devizes Rural West are below.  Wiltshire Council’s budget for 2023/24, which is underpinned by the council's 10-year Business Plan, is £466m – this includes an additional £69m to cover inflation and increased demand for services and is broken down as follows:   * Whole life pathway (mental health, autism spectrum conditions and learning disabilities support services) - £96m, an increase of £11m * Living and aging well (adult care) - £83m, an increase of £15m * Families and children - £63m, an increase of £2m * Environment (which includes waste and recycling services)- £48m, an increase of £4m * Highways and transport - £41m, an increase of £3m * Education and skills - £29m, an increase of £6m   Last November, Wiltshire Council invited the Local Government Association to carry out a Corporate Peer Challenge – the review found that the council's Business Plan provides a clear set of objectives and that focus on improving outcomes for some of the most vulnerable in the community is none more evident than in children's services.  It was also noted that the council is excelling in work to address climate change.  In addition to funding of £22.9m from the Government's Highways Maintenance Fund, £3.6m was received from the Department for Transport's Pothole Fund which will be used to target pothole hotspots around the county. Anyone who spots a highways issue must report it using the MyWilts app or via the website – and if it doesn’t get fixed, please email me at [tamara.reay@wiltshire.gov.uk](mailto:tamara.reay@wiltshire.gov.uk)  Wiltshire has welcomed 1,374 guests so far and is one of the top authorities in England for taking in Ukraine nationals - 165 families have now moved into private rented accommodation and every Ukrainian household has a named Case Worker assigned to support the guests to help them integrate into the community. More information is at [Wiltshire stands with Ukraine - Wiltshire Council](https://www.wiltshire.gov.uk/article/6167/Wiltshire-stands-with-Ukraine).  Over the last three years I have led the project for a new rail station to serve Devizes and secured almost £500,000 from the Department for Transport for business case assessment.  The Interim Feasibility Study undertaken over the last few months has now reported and shows that whilst there isn’t a current rail service which could stop at Devizes Gateway without affecting the rest of the rail network.  Network Rail has concluded that there may be opportunities for a new train service and station following a broader Wiltshire Wide Rail Review.  This is really good news - Devizes is very much at the heart of future rail developments in Wiltshire and along with Danny Kruger MP, and other local organisations such as the Devizes Development Partnership, I will continue to push the case for Devizes Gateway. The detailed Interim Feasibility Study is online at [Findings of Devizes station feasibility study released - Wiltshire Council](https://www.wiltshire.gov.uk/Devizes-gateway-study)  It has been a pleasure to support Parish Councils, community groups and residents with a whole host of local issues over the last year including flooding, road safety, footpaths and planning matters.  If there is a local issue that you are concerned about, please do get in touch and I will do my very best to help.  Finally, I would like to say a huge thank you to all the Parish Councils across Devizes Rural West – they and the many other local organisations help ensure our villages are such fabulous communities and brilliant places to live. | |  |
| **4 Local Police Report:** No new updates | |  |
| **5 Open Forum:** Woodland Creation Funding Offer: A villager made councillors aware of England’s Community Forests grant scheme for tree planting. The boundary has just been extended so it now includes Bulkington amongst other parishes in the area. The benefit of this enables parishes to access the Trees for Climate woodland creation grant.  Please see link… [Trees for Climate — England's Community Forests (englandscommunityforests.org.uk)](https://englandscommunityforests.org.uk/trees-for-climate).  This provides 100% funding for all plants, materials and labour (and in some cases the purchase of land) plus 15 years maintenance payment. The main caveat is that the overall planting is a minimum of 1 hectare. Councillors agreed that the Parish Council does not have the necessary for this but wanted to inform villagers in case anyone is interested.  * Poo bag signs: A villager has kindly donated some dog poo bags for use around the villagers. These have been hung out in areas used frequently by dog walkers. The Parish Council would like to remind all dog owners that all dog owners have a legal duty to clean up their animal's faeces immediately after it fouls in certain public areas. It is a dirty eyesore on pavements and in public areas and on farmers’ fields diseases found in**dog poo** can cause abortions in cattle and death in sheep. | |  |
| **6 Local Planning Updates:**  Councillors in support of the planned works as this helps maintain the existing village building:  **Application No: PL/2023/03052**  **Application Type: Listed building consent (Alt/Ext)**  **Proposal: Demolition of a single storey rear extension and proposed new two storey rear extension. New replacement courtyard roof and wall and internal alterations.**  **Site Address: Manor Farm, Bulkington, SN10 1SL** | |  |
| **7 Minute Approval:** The Minutes of the April Parish Council meeting were approved as a true record of the meeting. | |  |
| **8 Finance:**  Clerk February £325  Grass cutting £228  Bike Rack £91.99  Ink £17.85 + 22.40  Extra hours ref War Memorial\* 10 x hours at £12.50 hourly rate  Insurance renewal £280.43  Data Protection Fee (ICO) £35  **Parish Council funds total in account £ 14,091.70**  **The AGAR Documents for 2022/2023 were approved and signed.** | | Clerk to inquire about collecting grass – only during summer? Ask for advice |
| **9 Newsletter:** Sumer Newsletter distributed by councillors | |  |
| **10 Recreational Ground:**   * Update: Pathway and Pergola works to commence 26th of June 2023. **Please note that the Rec Ground will need to be closed for the duration of the works to keep children safe.** This work will involve the removal of the swing and the trim trail. This equipment has not passed the safety tests for some time and needs to be removed for the children’s safety. The new path and pergola will significantly improve access to the Rec Ground for all. * The Trim trail was installed before the Queen’s Golden Jubilee (which was in 2002) and the swings and several other items were salvaged and second hand at this time also. Furthermore, most of this equipment has wooden stakes in the ground to support the equipment, due to the wetness of the field, these are decaying and declining fast. * Work will commence on fixing the wooden bridge once the weather is drier, costs are approved and the work is booked. * The Rec Committee have submitted an Area Board Grant application for £3K to replace some of the equipment being removed in the June works. If the application is successful; the £3k will be added to the existing £2.5k the rec committee have in the account and will be used for replacing the removed trim trail with new, safe equipment. Swings are significantly more expensive and some fundraising will be required before this can be purchased. Any volunteers for fundraising please contact Carla Haslam or our Clerk Hannah with any ideas. * Both the Oak Bloke works and the equipment replacement works mentioned above will be funded through Rec Ground funds and grants. | | Carla and Amy |
| **11 Parish Steward:** Outstanding jobs to be sent to The Clerk prior to next visit. Wiltshire Council have swept the roads in Bulkington and cleared some of the verges, significantly widening the road in places to create more space for traffic, following a request by councillors and a meeting with councillors and the Clerk. Many thanks to Matt Perrott and his team. | |  |
| **12 Summer party:** Bulkington celebrated the King’s Coronation on the 13th of May, many thanks for all who attended and helped with the organizing. | |  |
| **13 Best Kept Village Competition:** Bulkington has been entered into the competition and will be judged anytime from the 15th of May until the 13th June. This is a great opportunity to tidy hedges, cut grass and make the village as nice as possible. | |  |
| **14 Recruitment:** We are currently recruiting for one Councillor to join the team, if you would like to put yourself forward, please email our Clerk Hannah. | |  |
|  | **Next meeting: 21st June 2023 at 7.30pm** |  |

\*An ongoing request by an individual about a detail on the War Memorial since December 2022 which has taken up a lot of the Clerk’s time.