

Meeting type:	Bulkington Parish Council	Meeting month:	January
Venue:	Bulkington Village Hall	Date:	16/01/2019
		Time:	19:00
Clrs in Attendance:	Mr, P Bennett, Mrs K Lock (19:10), Mrs A Powell, Mr S Kerslake,		
Public in Attendance	1 member of the public		
Apologies:	Cllr I Pendlebery		
	Actions outstanding from Previous Meeting(s)	Who	
4.1	<p>Proposal by a member of the public to consider the construction of a hall/pavilion on the playing field.</p> <p>This was discussed with contributions from all councillors present giving their thoughts on the idea and it was agreed that Mrs Morgan-Elliott would put forward a short paper of possible uses of the hall and how this could support the running of the hall.</p> <p>As this is a major cost outlay and would affect the overall precept level it was decided that a more information such as its uses would be required before the Council could consider the proposal.</p>	<p>Mrs Morgan-Elliott</p> <p>19/12/2018 16/01/2019 No Update</p>	
4.2	<p>Questions proposed by member of the public in attendance on behalf of someone who was not present – Council requested that questions were put in writing from the member to ensure accuracy of question.</p> <ul style="list-style-type: none"> • Could the posts around the War Memorial be painted? • Would it be possible to consider solar lights around the perimeter of the War Memorial to highlight it in the dark, as focal point of the village • Why did BPC not appear to do anything to officially commemorate the 100 year anniversary of the end of the First World War e.g. Poppies on the lampposts (like they had in Worton) and the Silhouette Soldiers that were available? <p>Mrs Morgan Elliott who presented the questions on behalf of member of the public was asked to inform them to email the Clerk with these so the Councillors could look into options.</p>	<p>19/12/2018 16/01/2019 No Update</p>	
2.0	To Record		
2.1	Changes to the interest – Resignation received from Cllr Elliott & The Clerk. Bulkington Parish Council would like to thank Dee for her contributions over the past 6 months and Ron for his 25 years' service to the Parish Council.	Information	
2.2	Declaration of Interest in Agenda items – None	Information	
3.0	To Receive Report from Councillor Seed and PCSO Maggie Ledbury		
3.1	Not present	Information	
4.0	Open Forum		
4.1	<p>Land owner of the grazing field adjacent to the playing field reported concerns about firework debris still being found on their land and raised serious concerns about the welfare of the grazing livestock and income from rental agreement.</p> <p>Agreement confirmed for the Parish Council to consider options and possible solutions to any future events held on the playing field which involve fireworks.</p> <p>Agenda item to be added to future meeting when Bonfire Night Planning is ready to commence.</p>	<p>Temporary Clerk</p>	
5.0	Minutes from Previous Meeting		

5.1	<p>October Minutes approved and to be published on Website – Cllr Lock</p> <p>November Minutes to be updated and re-published in draft to the members for approval before publishing on the Website – Cllr Powell/Cllr Lock</p> <p>December Minutes approved and to be published on Website – Cllr Lock</p>	Cllr Lock/Cllr Powell
6.0	Chairman's Notes	
6.1	<p>Confirmation that there are 2 Councillor vacancies and The Clerks position. Cllr Bennett sent to the Councillors the adverts to be used in the email containing the January agenda.</p> <p>The Clerk and Councillor vacancies were discussed and the following agreed: The Clerk Vacancy to be advertised:</p> <ol style="list-style-type: none"> 1. Community First – Cllr Bennett 2. Spotlight – Cllr Pendlebery 3. Bulkington Website – Cllr Lock 4. Facebook – Cllr Powell <p>The 2 Councillor Vacancies to be advertised:</p> <ol style="list-style-type: none"> 1. Noticeboard by the Bus Stop – Cllr Bennett 2. Bulkington Website – Cllr Lock 3. Facebook – Cllr Powell 4. Wiltshire Council Website – Cllr Bennett 	Various Cllr's
6.2	<p>Production of meeting minutes: Cllr Bennett confirmed the history of the production of the meeting minutes and that is has been agreed:</p> <ul style="list-style-type: none"> • Minutes to be published in draft within 10 working days of the meeting to all councillors. • All councillors to respond with any amendments within 5 working days. • Minutes to be re-issued following any amendments within 5 working days. • Minutes to be physically signed for approval at the following meeting. • Draft watermark to be removed and then published on the Website. 	Information
6.3	<p>Precept: Cllr Bennett confirmed that the Precept forms had been sent to the Bulkington Website and not the Clerk, therefore the Precept hadn't been submitted. Cllr Bennett confirmed that a poorly formatted form had been sent via email to him now for completion, which Cllr Bennett will do and send back within the timescales.</p>	Cllr Bennett
7.0	Parish Council Email Addresses	
7.1	<p>Following on from previous action Cllr Powell will re-issue email of support from Richard to all Cllr's for them to arrange a suitable time for Richard to visit everyone having problems to help set up their emails however they need them to be.</p> <p>Cllr Powell to request password reset for The Clerk's email and will monitor the mailbox until a permanent Clerk can be found.</p>	<p>Cllr Powell Email resent CLOSED</p> <p>Cllr Powell</p>
8.0	Playing Field	
8.1	<p>Cllr Powell confirmed there is a meeting scheduled for 10:30 on the 22nd January with Ben from Playforce to discuss both maintenance contracts and prices for new equipment.</p> <p>Meeting open to all Cllr's to attend if they wish.</p> <p>Meeting ben 10:30 at The Well to then walk over to the Playing Field.</p>	Information

9.0	Rights of Way	
9.1	<p>Waste Bins: New waste bins to be located one both end of the river walk way, Cllr Bennett met with the installation company and they confirmed the sites are suitable. One freestanding bin like the one already on Mill Lane to be placed down the bottom of Mill Lane on the left. One post mounted one to be located by the bench down the lane with the bridge. Freestanding one cost £260 +VAT Post mounted one cost £175 +VAT £2.50 per empty per bin agreement reached that one empty per month initially, to be reviewed in a couple of months' time.</p>	Information
9.2	<p>Network Review: Cllrs Kerslake, Bennett, Lock agreed to meet on 2nd March for a review of the Parish Walkways including the state of the stiles. Cllr Powell Agreed to collect from the Bulkington Website pictures that were taken previous of them for reference for the walk around. Cllr Powell to send these to the Cllr's by 20th February.</p>	<p>Cllr's Kerslake/Bennett/ Lock</p> <p>Cllr Powell</p>
10.0	Defibrillator	
10.1	Cllr Bennett provided update from Cllr Pendlebery on the installation and code.	Information
11.0	Emergency Disaster Storage Facility	
11.1	Base is now ready for installation of storage unit. Snow Shovels are with John and Anne while Cllr Pendlebery is away.	Information
11.2	Grit Bin - Update from Cllr Pendlebery; Following 3 requests to Wiltshire County Council (WCC) for both a new salt/grit bin to be installed at The Close end of the village and the repair and refill of the old one. WCC have confirmed there is no funding for the additional one so this matter is closed. A response to the request to repair and refill the existing one is still outstanding, Cllr Pendlebery will continue to pursue.	Cllr Pendlebery
12.0	Asset Register	
12.1	Cllr Bennett will request the current list from Dee Clark.	Cllr Bennett
13.0	War Memorial	
13.1	Cllr Pendlebery progressing, no update provided in the meeting	Cllr Pendlebery
14.0	CATG	
14.1	<p>Next meeting is 7th February and Cllr Pendlebery will determine if his attendance is needed. Cllr Lock asked if Cllr Pendlebery if we can request access to a hand held Speed camera for the village and that Poulshot has managed to obtain by constant referencing that speeding is a problem. Noted that this should also be brought to the attention of PCSO Maggie Ledbury</p>	<p>Information</p> <p>Cllr Pendlebery</p>
15.0	Finance	
15.1	Cllr Bennett to speak to Payroll about Dee's P45.	Cllr Bennett
15.2	Cllr's with signatory access to progress the Online Banking options with Lloyds.	Cllr Bennett/Lock
15.3	Cllr's with signatory access to progress the removal of Mrs A Read following her resignation.	Cllr Bennett/Lock
15.4	Cllr Bennett to progress VAT returns.	Cllr Bennett
15.5	Payments to approve:	Information

	1. £315 – Newleaf for Storage Base 2. £274 – Idverde for grass cutting Both payments approved.	
16.0	Parish Steward	
16.1	Jobs noted for the Parish Steward: <ul style="list-style-type: none"> • Moss on the pavement by The Close • Hole in the pavement • Drains • Weeds • Trip hazard by the planter by The Well Cllr Bennett to speak to the steward on next visit.	Cllr Bennett
17.0	Governance	
17.1	Risk Register distributed to Cllr's for review, a couple of changes needed and will be re-issued and published.	Cllr Powell
17.2	Cllr. Lock to write a single Complaints policy.	Cllr Lock
17.3	Arnold Baker book to be held on progressing until a new Clerk is found as this may not be needed.	Information
18.0	NEXT MEETING	
18.1	Wednesday 20th February 2019 – Bulkington Village Hall @ 19:00 Volunteer needed to be Temporary Clerk for this meeting	ALL Cllr Powell already sent Apologies

Meeting type:	Bulkington Parish Council	Meeting month:	March
Venue:	Bulkington Village Hall	Date:	20/03/2019
		Time:	19:00
Cllrs in Attendance:	Mrs K Lock, Mr I Pendlebery, Mr S Kerslake, Mrs A Powell, Mr J Seed (Wilts CC)		
Public in Attendance	Mrs P Morgan-Elliott		
Apologies:	PCSO Maggie Ledbury, Mr P Bennett		

1.0	To record:	Who
1.1	Changes to the Register of Interests – none	
1.2	Declaration of interest in Agenda items – none	
2.0	To receive reports from Cllr Seed	
	Cllr Seed not present	
3.0	Open Forum	
	<p>Mrs P Morgan-Elliott requested that the storage of items owned by the PC to be stored in the Emergency Store rather than on the farm, so the items can be better protected against theft and vermin.</p> <ul style="list-style-type: none"> • Penny to provide a list of assets and pictures so we can work out if we have room in the store. • Cllr Pendlebery to check space available. • Cllr Pendlebery to approach Emergency Planning Committee for approval for storage. 	<p>Mrs Morgan-Elliott</p> <p>Cllr Pendlebery</p> <p>Cllr Pendlebery</p>
4.0	Actions outstanding from previous meeting(s)	
4.1	Agenda item to be added to future meeting when Bonfire Night planning commences	CLOSED See agenda item
6.1	Notices for the Clerk and Councillor vacancies have been posted. Applications for the Clerk's post have been received	CLOSED See agenda item
9.2	Cllrs will meet on Sat 2 March at 9.15 am to review the Parish footpaths, including stiles	Ongoing
12.1	Cllr Bennett has not received the current list of assets from the former Clerk, Dee Clark, and the PC will need to produce a new Asset Register once the new Clerk is in place	CLOSED See agenda item
14.1	Cllr Mrs Lock asked if Cllr Pendlebery can request access to a hand-held speed camera for the village. This should also be brought to the attention of PCSO Maggie Ledbury	Cllr Pendlebery - Ongoing
15.1	Cllr Bennett has sorted out Dee's P45 and this should come through in March	Cllr Bennett - Ongoing
15.2	Cllrs with signatory access to progress the online banking options with Lloyds once the new Clerk is in post	Cllr Bennett/Cllr Lock - Ongoing
15.3	Cllrs with signatory access to progress the removal of Mrs A Read following her resignation once the new Clerk is in post	Cllr Bennett/Cllr Lock - Ongoing
17.2	Complaints policy still to be written	Cllr Lock - Ongoing

	The letter to farmers has not gone out yet as we still need details of one landowner, Cllr Bennett to send the latest copy of the letter to Cllr Pendlebery, who will talk to the Breaches about the required details	Cllrs Bennett/ Pendlebery - CLOSED See agenda item
5.0	Approval of minutes from previous meeting	
	Complete	
6.0	Matters arising	
6.1	Matters arising are dealt with under full agenda items below	
6.2	Ditch Management: An email from the occupants of 20 High Street raising concerns about the management of the ditch on their neighbour's land 20a High Street has been received. After discussion, Cllr Kerslake agreed to investigate and report back.	Cllr Kerslake - CLOSED See agenda item
6.3	Parish Clerk vacancy: Cllr Bennett has received 2 applications and is looking to conduct interviews in early March	CLOSED See agenda item
6.4	Councillor vacancies: we cannot co-opt any new councillors until 7 March at the earliest	CLOSED See agenda item
6.5	Bonfire night debris: this will be discussed at the March meeting. The Elliotts will not be able to clear the existing bonfire ash as their digger is broken, Cllr Kerslake will survey the site to see if we can clear this ourselves	CLOSED See agenda item
6.6	Emergency equipment: villagers were unable to access the new snow shovels when it snowed earlier this year, this issue may be resolved once the storage shed is up and running	CLOSED
7.0	Ditch Management	
7.1	Cllrs Kerslake reported back that the ditch at 20a after a visit was clear of debris and unfortunately the issue is more around the different heights of the joining ditch with 20. The actual problem resides with the land owner of the ditch who owns the grazing paddock adjacent to the ditch. No further action to be taken by the Parish Council	CLOSED
7.2	Correspondence from Eden Speller to be picked up by Cllr Kerslake to speak to Wessex Water	Cllr Kerslake
8.0	Parish Council Vacancies	
8.1	Cllrs Lock confirmed the selection of a suitable candidate for the position of the Clerk. Cllr Pendlebery will make contact with the candidate on Friday 22 nd March and report back if position has been accepted.	Cllr Pendlebery
8.2	Ongoing encouragement of villagers to join the Parish Council but with no further progression to date. All Cllrs to continue to encourage villagers to join.	All
9.0	Bonfire Night Fire Scar	
9.1	Cllrs Kerslake reported back that the Breaches have been unable to clear the fire scare in the playing field. Cllr Pendlebery to investigate alternative solutions.	Cllr Pendlebery
10.0	Parish Council email addresses	

10.1	Cllr Powell passed on Cllr Lock's contact number to Mr Powell to reach out to Cllr Lock to resolve their issue.	Cllr Powell - CLOSED
11.0	Playing Field	
11.1	As agreed previously Cllr Powell has put forward a proposal for the improvements to the playing field agreed from the profits of the previous year's bonfire events. Proposal of 3 pieces of adult gym equipment generated a healthy debate on if it was the right use of money. Final agreement was reached that Cllr Powell would put together a notice of intent with details of costs estimated as required when spend is over £2000. The notice will be published on the Bulkington Website and the Notice Board, the notice of intent will include a deadline date to provide objection so suppliers can be informed of potential timescales. The notice before being made public will be sent to all Cllr's for comment.	Cllr Mrs Powell - Ongoing
11.2	Repair work to the perimeter fence to be progressed after no action was taken in 2018. Cllr Kerslake to progress obtaining quotes for the whole project. Removal of existing broken fence and hedgerow (brambles) and install a new suitable fence.	Cllr Kerslake
12.0	Rights of Way	
12.1	Cllrs will walk the footpaths on Saturday 2 March	CLOSED
12.1	The 2 extra dog bins are expected to be in place within 2 weeks. Cllr Bennett is also looking into getting signs about dog mess.	Cllr Bennett - CLOSED
12.3	Cllr Kerslake agreed to order and put up suitable signage to inform the public that dog poo bags can be put in normal waste bins and that dog owners should be picking up after their dogs.	Cllr Kerslake
12.4	Letters to the farmers: Address for the Howards to be found, Mrs Morgan-Elliott kindly offered to find a means of contacting them	Mrs Morgan-Elliott
12.5	Letters to the farmers: Once contact method has been reached Cllr Pendlebery will address the contents of the letter face to face to ensure the content is appropriate.	Cllr Pendlebery
13.0	Defibrillator	
13.1	There was a query regarding the external on/off switch. Cllr Kerslake will investigate. Cllr Kerslake confirmed the external on/off switch was not secure.	Cllr Kerslake - Ongoing
13.2	Cllr Bennett will check whether the defibrillator is covered by our insurance	Cllr Bennett - Ongoing
13.3	Cllr Pendlebery will conduct the weekly /monthly checks with Cllr Bennett as deputy. Cllr Bennett will also talk to Seend PC to check their process	Cllr Bennett CLOSED
13.4	Cllr Pendlebery will share the access code with Cllr Bennett and Tim and Sam Taylor.	Cllr Pendlebery

14.0	Emergency Disaster Storage Facility	
14.1	Request for 4 2-way radios to be purchased for the emergency committee was agreed to be purchased, Cllr Pendlebery to report back to Committee they have agreement	Cllr Pendlebery
15.0	War Memorial	
15.1	Cllr Pendlebery has sent pictures of the war memorial to Andrew from Warmemorials.org and asked for advise, Andrew has advised there may be some funding available to help us maintain the war memorial, it doesn't matter that only part of it is listed. They are not keen to re-site it as there were good reasons in the past for placing it in its current location.	Cllr Pendlebery - CLOSED
15.2	Cllr Pendlebery confirmed only 3 options; <ul style="list-style-type: none"> • Remove Tree • Underpin • Repoint – Quote obtained from Chris Rendell for £900. Cllr Lock wanted to investigate alternative quotes and will proceed with contact this week to see if this is achievable, otherwise agreement was reached that Cllr Pendlebery should go ahead with quote already provided.	Cllr Lock/Cllr Pendlebery
16.0	CATG	
16.1	Nothing noted for the minutes	
17.0	Finance	
17.1	Cheques issued for the outstanding invoices for hedge cutting in the playing field and The Well	
18.0	Parish Steward	
18.1	Jobs for the Parish Steward: Cllr Bennett to inform the Steward on his next visit. <ul style="list-style-type: none"> • Pot hole outside The Well • Kerbs to be weed sprayed • Moss on the pavement by The Close • Overhanging bushes 	Cllr Bennett
19.0	Governance	
19.1	No issues raised	
20.0	Date of Next Meeting	
20.1	Wednesday 17 th April 2019 – Bulkington Village Hall @ 19:00	

BULKINGTON PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

HELD ON MONDAY 24TH APRIL AT 7.00pm

BULKINGTON VILLAGE HALL

1.0	To record:	Who
1.1	Changes to the Register of Interests – none	n/a
1.2	Declaration of interest in Agenda items – none	n/a
2.0	To receive reports from Cllr Seed & PCSO Maggie Ledbury	
	Not present and no apologies have been received	n/a
3.0	Open Forum	
	No matters were raised	n/a
4.0	Actions outstanding from previous meeting(s)	
4.1	Bonfire event - the removal of the scarred area from last year is complete. The area will be re-seeded and invoiced in due course. Cllr Downey volunteered to manage the 2019 bonfire event.	AP & SD
12.1	Asset Register - LM will manage after a period of handover from Cllr Bennett	LM & PB
14.1	Handheld speed camera - on hold with no further action until supported by PC	Closed
15.1	P45 received for previous Parish Clerk	Closed
15.2	Proposal to investigate on-line payment systems is ongoing.	Ongoing
17.2	Governance - draft complaints policy to be shared for comments.	KL
5.0	Approval of minutes from previous meeting	
5.1	Draft Minutes from the 20th March 2019 were approved and signed by the Chairman	n/a
6.0	Matters arising	

6.5	<p>Defibrillator - the combination lock number is held by Cllr Bennett and Cllr Pendlebery who will complete the mandatory checks between them.</p> <p>Emergency Storage Shed - the 2-way radios have been purchased completing the project and the keys to the shed are held by the members of the emergency planning committee.</p> <p>Bulkington owned items including tentage and a stove require storing securely. Cllrs are asked to consider options and present them at the next meeting.</p>	IP
6.6	<p>The ROSPA report and work is delayed due to Amy's time restraints. Amy to forward details to Paul to keep momentum on this action.</p>	AP &PB
6.7	<p>Planning - nothing to report. Agreed to keep an eye on fringe developments to the parish.</p>	CS
8.0	Parish Council Vacancies	
8.1	<p>The removal the new Clerk Role from the FB page is required as the vacancy has been filled.</p>	Closed
8.2	<p>The proposal to Co-opt two new Councillors as follows:</p> <p>Penelope Morgan-Elliott - felt her strength was to represent residents fairly and she can be the liaison for the farmers within the village.</p> <p>Simon Downey - has lived in the village for 15 years and would like to do his bit and share the burden. Simon felt that his experience from the other boards he sits on would be useful.</p> <p>Both were approved and welcomed onto the Parish Council.</p> <p>As new members they have to accept the position by signing the declaration of acceptance - Complete.</p> <p>Furthermore, they must log-on to the Wiltshire Council website to complete the Register of Interests.</p>	SD & PME
10.0	Parish Council email addresses	
10.1	<p>New email addresses to be set-up for Cllr Downey, Cllr Morgan-Elliott and Lorraine Montacute.</p>	AP
11.0	Playing Field	

11.1	<p>Proposal to buy adult exercise equipment - there are various stages the PC needs to consider before it can move forward.</p> <p>Currently, there is £3k ring fenced for the playing field which can potentially be doubled through grant applications.</p> <p>Children's equipment is expensive and requires additional safety aspects making it prohibitive at present. Whereas, adult gym equipment provides value for money.</p> <p>Cllr Powell and Cllr Downey to discuss 3 packages including equipment and cost examples for the next meeting.</p>	AP & SD
11.2	<p>Fence repair - 4 companies have been contacted for quotes to remove hedge and replace with a fence but no pricing has been put forward.</p> <p>There is a potential estimate on its way to erect the fence but not dismantle and clear the existing.</p> <p>The PC would prefer to see quote options for the existing requirements, also quotes for farmers to do the repairs.</p>	SK
12.0	Rights of Way	
12.4	Survey & Signage update - see Cllr Bennett's notes.	Closed
12.5	Re: Letters to land owners - Mr Howard's address received.	Ongoing
12.6	Waste bins - proposal has been agreed to empty the bins fortnightly.	Closed
15.0	War Memorial	
15.1	<p>Quotes provided to-date include using Lime Mortar but concerns have been raised that Lime Mortar will not provide longevity.</p> <p>More understanding of costs and approach to the repairs are needed for the next meeting.</p>	IP
16.0	CATG	
16.1	No further updates	
17.0	Finance	
17.1	<p>Contract of employment - Received and signed during the meeting.</p> <p>Payment approved for: £522 - Idverde £122.87 - Wilts Assoc of Local Council £156 - 2-way radio £50 - PAYE services (David Owen)</p>	Closed
18.0	Parish Steward	
18.1	The jobs listed in the last minutes have not been completed. The list will be updated by Cllr Bennett and handed over to LM.	PB & LM

19.0	Governance	
19.1	No issues raised	
20.0	Date of Next Meeting	
20.1	Parish Council Meeting Wed 15th May 2019 Annual Parish Council Meeting 15th May 2019 Bulkington Village Hall at 19:00	

BULKINGTON PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH MEETING

HELD ON WED 15th MAY AT 7.00pm

BULKINGTON VILLAGE HALL

Councillors: Paul Bennett (Chairman), Amy Powell, Penny Morgan-Elliott, Simon Downey and Lorraine Montacute (Clerk)

Members of the Electorate: Mr Calum Ogilvie

Apologies for Absence: Ian Pendlebery and Karen Lock

Ref	Item	Action
01/19	Minutes - draft minutes from 30th May 2018 were approved and signed by the Chairman.	For info
02/19	Chairman's Report - Cllr. Bennett to send the Chairman's report to Calum Ogilvie.	PB
03/19	Financial Report - Cllr. Bennett gave a high-level overview of the financials for 2018/19.	For info
04/19	Questions and Comments from Local Government Electors - It was felt that the PC should make people in the village aware of the new members of the Parish Council and upcoming events in the village. For example: <ul style="list-style-type: none">• Bulkington in Bloom• Spring Blubs around the War Memorial Calum Ogilvie and Simon Barratt are currently involved but they are looking for more support and asked whether the PC would be prepared to provide annual funding? Currently, the spend is approx. £50 per year. This request will be added to the June agenda. Minutes published on the BPC website to be formatted to PDF to prevent unexpected changes. The domain renewal is due November 2023. The renewal and other related comments will be added to the June agenda. Below are the comments to be considered: <ul style="list-style-type: none">• Can the website logo be used on our correspondence? (was previously refused).• Can we create a link from the village website to our own website so we can maintain it ourselves?	All Cllr's LM LM LM LM

BULKINGTON PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

HELD ON WED 15th MAY AT 7.00pm

BULKINGTON VILLAGE HALL

Councillors: Paul Bennett (Chairman), Amy Powell, Penny Morgan-Elliott, Simon Downey and Lorraine Montacute (Clerk)

Apologies for Absence: Ian Pendlebery and Karen Lock

Ref	Subject	Action
01/19	Election of the Chairman: - the PC resolved that for the coming year Paul Bennett is the Chairman.	For info
02/19	Declarations of Interest :- All councillors confirmed that there are no changes to the Register of Interest and there were no declarations of Interest in the agenda items.	For info
03/19	Reports from Cllr Seed & PCSO Maggie Ledbury :- not present and no apologies received.	For info
04/19	Open Forum: - Concerns were raised around the dissemination of PC information. Examples given include; out-of -date list of Parish Cllr's, minutes for the website are not forthcoming and a general lack of visibility for village events. The PC explained that not having a Clerk in role for a few months has caused a decline in the sharing of information. Lorraine Montacute has been appointed as the new Clerk. Therefore, administration and information dissemination should improve.	For info
05/19	Minutes: - draft minutes from 24th April 2019 were approved and signed by the Chairman	For info
06/19	Review of Process Documents: - it was suggested that LM could compare Bulkington's procedures to Freshford 's to gain a comparison for: 1) Standing Orders 2) Code of Conduct 3) Financial Regulations	LM

Ref	Subject	Action
07/19	Councillor Vacancy: - the position will not be advertised until the appropriate form has been obtained from West Wiltshire Council.	LM
08/19	Bonfire Event: - 1) Cllr Downey is in the process of agreeing the start date for planning, using the same format as last year. 2) Communicate with residents affected by debris and contact West Wiltshire Council confirming that the only issue from last year was the debris. 3) Cllr Downey agreed to bring a decision log the next meeting which will include; how to address the issues from last year, and considering, but not limited to, moving the bonfire site or use bio-degradable fireworks to avoid the plastic debris.	SD AP SD
09/19	Storage of PC Equipment: - Deferred	IP
10/19	Playing Field: - Existing Equipment - there are four items which do not comply with the current ROSPA standards and therefore are not insured. The PC needs to fully understand the liability and risk for these items. The items that do not comply are: <ul style="list-style-type: none"> • Play House • Rocking Horse • Swing • Climbing Tower • Zip Wire The zip wire is the highest risk and therefore will be taken out of action with immediate effect. Cllr Morgan-Elliott's husband will make the zip wire unusable the day after the PC meeting. The playing field has a dip making it difficult for ball sports. Cllr. Morgan-Elliott to investigate options. New Equipment: - the four new equipment options was shared with the PC highlighting that metal equipment would provide ease of maintenance when compared with wooden equipment. The new equipment included option for 3-16 years and adults. The PC agreed that a collective view was needed on which option should be progressed. A leaflet drop will be organised to obtain feedback from local residents.	For info PME PME For info PME & AP

Ref	Subject	Action
11/19	<p>Rights of way: -</p> <p>1) Footpath survey: the footpath survey has been circulated to councillors and it was agreed to send it to the Footpath Warden to provide an update of the current condition. It was agreed to ask the Footpath Warden to concentrate on rectifying problems on the most frequently used footpaths.</p> <p>2) Signage - The West Wilts Council provided FOC signs which were not suitable. Cllr Bennett to source more appropriate signage to ask dog owners to pick up after their dogs.</p> <p>3) Proposal to send letters to land owners - Cllr. Pendlebery to organise.</p>	<p>PB</p> <p>PB</p> <p>IP</p>
12/19	<p>Parish Steward: - the PC was asked to forward jobs to the Clerk prior to the 3rd June in preparation for the next visit by the Parish Steward on the 13th June.</p>	All Cllr's
13/19	<p>Disaster Equipment: - complete, no more equipment is required.</p> <p>Confirmation of a suitable site to keep the 2-way radios for 24/7 access is deferred until Cllr. Pendlebery returns.</p>	<p>For info</p> <p>IP</p>
14/19	<p>Asset Register: - information to be held by the clerk. Copies of the following are to be forwarded to the Clerk:</p> <ul style="list-style-type: none"> • Deed gifts - Cllr. Bennett • Photos - Cllr. Morgan-Elliott 	PB & PME
15/19	<p>War Memorial: - Update on repairs has been deferred.</p>	IP
16/19	<p>CATG: - Update on recent meeting has been deferred.</p>	IP

Ref	Subject	Action
17/19	<p>Finance: -</p> <p>1) Accounts: Cllr. Bennett to pass all reporting over to Lorraine. 2) Proposal for on-line payments is deffered. 3) Submitt the VAT returns (£656.91 refund) is deffered until next month.</p> <p>The following payments where approved:</p> <ul style="list-style-type: none"> • Insurance renewal - £301.29/per annum • ICO renewal - £35/per annum <p>Additional signatories required - agreed that Cllr. Morgan-Elliott would become a signatory.</p> <p>Proposal to purchase a lap top for the Parish Clerk was rejected due to costs and the ability to use the Cloud for data storage.</p> <p>There was some concerns that consistent formating accross MAC and Microsoft may not be achieved. Cllr. Powell gave assurance that template conversions exist for both platforms and would provide samples.</p>	<p>PB PB PB</p> <p>For info</p> <p>For info</p> <p>AP</p>
18/19	<p>Governance: -</p> <p>1) Complaints Policy update - deffered 2) Arnold-Baker on Local Council Administration 11th Adition - Deffred</p>	<p>KL PB</p>

Next Meeting: 19th June 2019
Venue: Bukington Village Hall at 7pm

BULKINGTON PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

HELD ON WED 19th JUNE AT 7.00pm

BULKINGTON VILLAGE HALL

Councillors: Paul Bennett (Chairman), Amy Powell, Penny Morgan-Elliott, Ian Pendlebery, Karen Lock and Lorraine Montacute (Clerk)

Apologies for Absence: Simon Downey

Ref	Subject	Action
19/19	Declarations of Interest: there were no Declarations of Interest	For info
20/19	Reports from Cllr Seed & PCSO Maggie Ledbury: <ul style="list-style-type: none">• Both not present and no apologies received.• The Parish Council will seek to clarify the ongoing engagement in writing as there has been no attendance by Cllr Seed & PCSO Maggie Ledbury for many months.	For info IP
21/19	Open Forum: <ul style="list-style-type: none">• A letter has been received from a resident highlighting the poor condition of the grass in the playing field. The options to improve this area are under review.• A written response will be sent as an interim whilst the options for the playing field are under consideration.	For info AP
22/19	Minutes: - draft minutes from 15th May 2019 were approved and signed by the Chairman.	For info
23/19	Review of Process Documents: - the comparison of documents listed below is deferred until next month. 1) Standing Orders 2) Code of Conduct 3) Financial Regulations	LM
24/19	Councillor Vacancy: - advertising the position is on-hold until West Wiltshire Council provide the appropriate forms. To be chased.	LM

Ref	Subject	Action
25/19	<p>Bonfire Event: deferred until next month.</p> <ul style="list-style-type: none"> In the meantime, a written update and decision brief on the fireworks will be issued prior to the July meeting. 	SD
26/19	<p>Storage of PC Equipment:</p> <ul style="list-style-type: none"> Options for safely storing the PC equipment at the playing field will be investigated and costs will be obtained in advance of the July meeting, ready for a collective review. 	AP
27/19	<p>Playing Field: -</p> <ul style="list-style-type: none"> The update on the potential to bring the existing play equipment up to ROSPA standards, and the options for the new equipment has been deferred until next month. 	AP
28/19	<p>Rights of way:</p> <ul style="list-style-type: none"> The update on feedback from the Footpath Warden regarding the current condition of the most frequently used footpaths and new Signage is ongoing. 	PB
29/19	<p>Asset Register: Copies of the following are to be forwarded to the Clerk:</p> <ul style="list-style-type: none"> Asset Register Photos 	KL & PME
30/19	<p>War Memorial: - Update on repairs has been deferred until the July meeting to allow more time to review options and costs.</p>	IP
31/19	<p>CATG: - Update on recent meeting – no matters of concern for Bulkington</p>	IP

Ref	Subject	Action
32/19	<p>Finance: -</p> <p>1) The application for on-line payments was approved and the paperwork signed during the meeting. The next steps, to be advised at the July meeting.</p> <p>2) The VAT returns (£656.91 refund) will be claimed this month.</p> <p>The following payments where approved:</p> <ul style="list-style-type: none"> • £ 60.00 - David Owen, payroll services. • £274.98 – Idverde Grass cutting • £280.80 – Idverde Grass cutting • £450.00 – L Montacute - Salary 	<p>PB</p> <p>LM</p> <p>PB &LM</p>
	<p>Parish Emergency Scheme:</p> <ul style="list-style-type: none"> • Bulkington PC has been successful in getting 25 bags of salt and signage in preparation for severe weather. • Support to collect the items on the 8th Nov 2019 at Warminster is sought. 	<p>For info</p> <p>IP</p>
33/19	<p>PC logo:</p> <ul style="list-style-type: none"> • Logo options continue to be designed for approval. • The PC will need to decide whether to run a separate website with a unique logo for website and letterhead. 	<p>PME</p> <p>For info</p>

Ref	Subject	Action
34/19	<p>Governance:</p> <ul style="list-style-type: none"> • Complaints Policy update - A template pro-forma from the Wiltshire Council website (Governance Policy) was shared. This template will be updated where appropriate prior to circulation, for review. • Arnold-Baker on Local Council Administration 11th Addition - a complete statement of the law relating to Parish Councils. Investigate whether there could be an option to share a copy/costs with another Parish Council. • Risk Policy - update comments from the PC into the draft document prior to circulation, for review. • AGAR – The Accounts and exemption certificate were approved. Cllr Pendlebury has been nominated to be the internal auditor for 2020 audit. 	<p>KL</p> <p>LM</p> <p>AP</p> <p>IP</p>

Next Meeting: 17th July 2019
Venue: Bulkington Village Hall at 7pm

BULKINGTON PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

HELD ON WED 17th JULY AT 7.00pm

BULKINGTON VILLAGE HALL

Councillors: Paul Bennett (Chairman), Amy Powell, Penny Morgan-Elliott, Karen Lock and Simon Downey

Apologies for Absence: Ian Pendlebery and Lorraine Montacute (Clerk)

Ref	Subject	Action
35/19	Declarations of Interest: there were no Declarations of Interest	For info
36/19	Reports from Cllr Seed & PCSO Maggie Ledbury: <ul style="list-style-type: none">• Both not present and no apologies received.	For info
37/19	Open Forum: <ul style="list-style-type: none">• No members of the public attended the meeting	For info
38/19	Minutes: - draft minutes from 15th June 2019 were approved and signed by the Chairman.	For info
39/19	Outstanding matters: <ul style="list-style-type: none">. IP had spoken to Cllr Seed who indicated that he would try to attend future meetings and would encourage the PCSO to attend.. The review of Standing Orders, Code of Conduct and Financial Regulations was deferred awaiting the return of the Clerk.. All asset register items had now been provided to the Clerk. The Councillor vacancy notice had been posted by the Chair and the Council can now co-opt from 18th July	LM

Ref	Subject	Action
40/19	<p>Storage of PC Equipment: Cllr Powell and Cllr Pendlebery produced examples of the type of storage available. A preference was expressed for the less industrial style facility provided it was sufficiently theft proof. A final decision would be made once the results of the playing field survey have been compiled and permissions sought.</p>	AP/IP
41/19	<p>Logo: The review of the two options was undertaken and it was agreed to use version two for all Parish Council business. The templates to be sent to the Clerk for her use.</p> <p>Councillors were reminded that all decisions and reasons expressed by Councillors should be undertaken at Parish Council meetings.</p>	PM-E
42/19	<p>Playing Field Enhancement: The draft survey provided by Cllr Powell was reviewed and a number of changes proposed. It was agreed that these changes should be incorporated in the survey and then be circulated to Councillors. A decision based on the survey and available finance would be scheduled for the September meeting.</p>	AP
43/19	<p>Rights of Way and associated matters: New signage to be presented at the August meeting for consideration.</p> <p>The protective wire to separate cattle from walkers on BULK6 was a welcomed improvement. Cllr Morgan-Elliott was to enquire whether this practice could be extended for the remaining section of the footpath.</p> <p>A quote has been requested by Cllr Bennett for Idverde to swop over the new waste bins.</p> <p>It was noted that a number of footpaths were inaccessible due to maize. The Footpath Warden has been appraised of the situation. Cllr Morgan-Elliott was to request the clearance of the White Horse Way.</p>	PB
44/19	<p>War memorial: Cllr Pendlebery had indicated that the more expensive method of repair gave no additional assurance of success than the cheaper quote received. The recommendation was to accept the quote of the stone mason C Rendell. The recommendation was accepted, and the decision is to be communicated in order the work can be undertaken before the Winter.</p>	IP

Ref	Subject	Action
45/19	<p>CATG: The sign at the Poulshot junction has been repaired.</p>	IP
46/19	<p>Finance: The following payments were approved: RW & HC Breach £ 72.00 – clearing bonfire scar and reseeded. Play Quest £ 450.00 – repair of aerial runway Logoservices £ 14.50 – logo templates</p> <p>The VAT refund of £ 743.88 has now been received.</p> <p>The internet banking form has been submitted and is awaiting processing by Lloyds Bank.</p> <p>The auditors have confirmed the Exemption certificate has been logged.</p>	PB
47/19	<p>Governance: Both the complaints policy and a decision on the Arnold Baker reference book was deferred until the next meeting.</p>	KL/LM
48/19	<p>Parish Steward: The Clerk to ask if the Steward can remove the graffiti from the village furniture. All other matters to be notified to the Clerk in the normal manner.</p>	PB/LM
49/19	<p>Bonfire Event: Cllr Downey provided a summary of the progress of the planning actions to date and all matters were progressing satisfactorily. It was confirmed that the event will take place on Saturday 2nd November. It was decided to arrange the Bonfire insurance for that date.</p>	SD/PB
	<p>Next Meeting: 21st August 2019 Venue: Bulkington Village Hall at 7pm</p>	

BULKINGTON PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

HELD ON WED 21st AUGUST AT 7.00pm

BULKINGTON VILLAGE HALL

Councillors: Ian Pendlebery, Amy Powell and Karen Lock.

Apologies for Absence: Paul Bennett, Penny Morgan-Elliott and Simon Downey.

Ref	Subject	Action
50/19	Declarations of Interest: there were no Declarations of Interest	For info
51/19	Reports from Cllr Seed & PCSO Maggie Ledbury: <ul style="list-style-type: none">• Cllr Seed will obtain an update on the building in progress on the border with Keevil. He also stated that the non availability of Parish Stewards is published in the Council Newsletter.• Apologies received from PCSO Maggie Ledbury	For info
52/19	Open Forum: <ul style="list-style-type: none">• No members of the public attended the meeting	For info
53/19	Minutes: - draft minutes from 17 th July were approved.	For info
54/19	Outstanding matters: <ul style="list-style-type: none">• The Parish Clerk has resigned and a number of outstanding issues would be put on hold pending the appointment of a new Clerk.• The review of Standing Orders, Code of Conduct and Financial Regulations was deferred awaiting the appointment of a new Clerk.• All asset register items had now been provided to the Clerk and need to be retrieved.	PB

Ref	Subject	Action
55/19	<p>Councillor Vacancy:</p> <p>The Councillor vacancy notice had been posted by the Chair and the Council can now co-opt from 18th July. IP encouraged all to canvass for a new Councillor. The advert will remain on the website.</p>	All
56/19	<p>Parish Clerk Vacancy:</p> <p>IP made contact with a previous candidate who was unable to commit. The recruitment process will now be undertaken through advertising and WALC.</p>	PB
57/19	<p>Storage of PC Equipment:</p> <p>Cllr Powell and Cllr Pendlebery will put together a proposal for consideration by the Parish Council. This will take place as part of an overall plan for the Playing Field once the results of the survey are confirmed.</p>	AP/IP
58/19	<p>Playing Field Enhancement:</p> <p>The number of surveys returned was disappointing however the window remained open until 31 Aug 19. A decision based on the survey and available finance would be scheduled for the September meeting.</p>	AP
59/19	<p>Parish Steward:</p> <p>Outstanding jobs to be sent to Cllr Bennett prior to the next visit on 12th September.</p>	PB
60/19	<p>War memorial:</p> <p>As approved, work to repair the memorial will start week commencing 2nd September.</p>	IP
61/19	<p>CATG:</p> <p>The next meeting will take place on 17th October at 4pm at Melksham Fire Station.</p>	IP

Ref	Subject	Action
62/19	<p>Rights of Way and associated matters:</p> <p>New signage to be presented at the September meeting for consideration.</p> <p>Cattle now have access to the whole field so walkers using BULK6 need to be aware. The landowner stated they would erect signs accordingly.</p> <p>Clearance of the White Horse Way is complete.</p> <p>Idverde to locate a larger waste bin at the beginning of BULK5.</p> <p>A number of blocked footpaths had been reported to the Footpath Warden but to date no action taken by Wiltshire County Council.</p>	<p>PB</p> <p>PM</p>
63/19	<p>Bonfire Event:</p> <p>Cllr Downey confirmed that the event would take place on Saturday 2nd November and an update would be provided at the September meeting. The Special Events – Public Liability Community First form needs to be completed.</p>	SD
64/19	<p>Finance:</p> <p>Internet banking is set up and ready for use once the new Clerk is in post.</p> <p>There are no payments for approval.</p> <p>The Payroll provider has been informed of the Clerk's resignation.</p> <p>There is a small charge for the change of waste bin at the start of BULK5.</p>	PB
65/19	<p>Governance:</p> <p>With the resignation of the Clerk, both the complaints policy and a decision on the Arnold Baker reference book was deferred until the next meeting.</p>	PB/KL

Ref	Subject	Action
66/19	Highways: A proposal to apply for speed limits to be imposed on Wick and Mill Lane will be considered at the September meeting.	PME
	Next Meeting: 18 th September 2019 Venue: Bulkington Village Hall at 7pm	

BULKINGTON PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

HELD ON WED 18th September AT 7.00pm

BULKINGTON VILLAGE HALL

Councillors: Paul Bennett (Chairman), Ian Pendlebery, Amy Powell, Penny Morgan-Elliott, and Simon Downey

Apologies for Absence: Cllr Lock and Cllr Seed

Ref	Subject	Action
71/19	Declarations of Interest: there were no Declarations of Interest	For info
72/19	Reports from Cllr Seed & PCSO Maggie Ledbury: <ul style="list-style-type: none">• Both not present.	For info
73/19	Open Forum: <ul style="list-style-type: none">• No members of the public attended the meeting	For info
74/19	Minutes: - draft minutes from 21st August 2019 were approved and signed by the Chairman.	For info
75/19	Matters arising All matters arising are dealt with as full agenda items.	PB
76/19	Standing Orders, Code of Conduct and Financial Regulations Transfer to Word documentation deferred until after the appointment of a new Clerk	PB

Ref	Subject	Action
77/19	Asset Register: Cllr Bennett to construct with information supplied by Cllr Morgan-Elliott	PB/PM-E
78/19	Councillor Vacancy: All Councillors to continue to canvass interested parties.	All
79/19	Parish Clerk Vacancy: Vacancy to be advertised on Parish website, with Wilts Association of Local Councils website and Spotlight.	PB/IP
80/19	Storage of Parish Council Equipment: To be reviewed following agreement on requirements of refurbishment of Playing Field equipment.	IP/AP
81/19	Playing Field Enhancement: The Parish Council agreed to update the equipment in line with the results of the survey conducted with the whole Parish. Consequently, as a first stage non-compliant equipment will be removed and replaced with similar equipment that complies with the current regulations. Cllr Powell will contact Playsafety and Playquest regarding conflicting advice regarding the condition of the Cableway. Cllr Downey agreed to lead on a Playing Field Committee in the event that sufficient volunteers are available to make it viable.	AP/SD
82/19	Parish Steward: Items for the Parish Steward are to be forwarded to Cllr Bennett. It was agreed to ask the Steward to remove the Hawthorne trees from the Playing Field	PB
83/19	War Memorial Repair: The War Memorial is currently being repaired and the work should be finished shortly.	IP

Ref	Subject	Action						
84/19	CATG: It was agreed that there was no necessity for Cllr Pendlebery to attend the meeting on the 17 th October as there were no matters of concern.	IP						
85/19	Rights of Way: As the Footpath Warden has not responded to correspondence regarding blocked Rights of Way the matter has been passed to Cllr Seed to progress. The new waste bins have been switched based on usage patterns. Idverde has confirmed that there will be no charge for undertaking the work due to the length of time taken to complete the task.	PB						
86/19	Bonfire Event: A progress report was provided by Cllr Downey and all matters are in hand other than event insurance. Cllr Downey will complete the form and submit it to the insurers in the coming week.	SD						
87/19	Finance: <ol style="list-style-type: none"> a. Internet banking is awaiting the appointment of a new Clerk b. The following payments were approved: <table data-bbox="312 1249 1062 1361" style="margin-left: 20px;"> <tr> <td>Lorraine Montacute – final salary payment</td> <td style="text-align: right;">£ 69.24</td> </tr> <tr> <td>Idverde – Grounds maintenance</td> <td style="text-align: right;">£ 234.00</td> </tr> <tr> <td>Playsafety – ROSPA report</td> <td style="text-align: right;">£ 115.80</td> </tr> </table> c. A declaration of compliance has been received from the Pensions Regulator. 	Lorraine Montacute – final salary payment	£ 69.24	Idverde – Grounds maintenance	£ 234.00	Playsafety – ROSPA report	£ 115.80	PB
Lorraine Montacute – final salary payment	£ 69.24							
Idverde – Grounds maintenance	£ 234.00							
Playsafety – ROSPA report	£ 115.80							
88/19	Governance: Complaints Policy to be updated at the next meeting.	PB/KL						
89/19	Correspondence: The correspondence from a Parishoner concerning the potential planting of trees along Mill Lane and Wick was discussed. It was agreed that although a valid request it would be for Wiltshire Council to approve as the road side verges are their responsibility.	PB						
90/19	Planning: Planning application No. 19/08231/LBC was considered and no objections or recommendations were raised.							
	Next Meeting: 16 th October 2019 Venue: Bulkington Village Hall at 7pm							

BULKINGTON PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

HELD ON WED 17th October AT 7.00pm

BULKINGTON VILLAGE HALL

Councillors: Paul Bennett (Chairman), Amy Powell, Penny Morgan-Elliott, and Simon Downey

Apologies for Absence: Cllr Lock and Cllr Pendlebery

Ref	Subject	Action
92/19	Declarations of Interest: there were no Declarations of Interest	For info
93/19	Reports from Cllr Seed & PCSO Maggie Ledbury: <ul style="list-style-type: none">• Both not present and no apologies received.	For info
94/19	Open Forum: <ul style="list-style-type: none">• No members of the public attended the meeting	For info
95/19	Minutes: - draft minutes from 18 th September 2019 were approved and signed by the Chairman.	For info
96/19	Matters arising All matters arising are dealt with as full agenda items.	PB
97/19	Standing Orders, Code of Conduct and Financial Regulations Transfer to Word documentation deferred until after the appointment of a new Clerk	PB

Ref	Subject	Action
98/19	Asset Register: Cllr Bennett to construct with additional information supplied by Cllr Morgan-Elliott	PB
99/19	Councillor Vacancy: All Councillors to continue to canvass interested parties.	All
100/19	Parish Clerk Vacancy: A candidate was interviewed by Cllr Bennett and Cllr Morgan- Elliott and a recommendation was made and approved to offer the position to Hannah Beckett	PB/PM-E
101/19	Storage of Parish Council Equipment: To be reviewed following agreement on requirements of refurbishment of Playing Field equipment.	IP/AP
102/19	Playing Field Enhancement: Cllr Powell made recommendations for replacement of the obsolete equipment. In principle these were accepted subject to money raised by the forthcoming Bonfire event and a successful grant application.	AP
103/19	Parish Steward: Cllr Bennett encouraged council members and the public to forward work for the Parish Steward on his monthly visit. The next visit will be on 7 th November.	PB
104/19	Bonfire Event: Cllr Downey circulated a progress report. All matters are in hand and a final briefing for volunteers will take place on Wednesday 23 rd October. Cllr Downey confirmed that the event insurance is now in place and confirmed that the cost was similar to the previous year at c£100. Payment to be made once the invoice has been received.	SD
105/19	CATG: It was noted that there were no relevant matters to Bulkington on the October Agenda	IP

Ref	Subject	Action
106/19	Rights of Way: It was noted that a response to correspondence sent to the Footpath Warden was still absent despite a prompt from Cllr Seed.	PB
107/19	Governance: Cllr Bennett submitted a complaints policy for review. The policy was approved and is to be added to the website.	PB
108/19	Finance: a. Internet banking is awaiting the appointment of a new Clerk b. The following payments were approved: C Rendell repair of War Memorial £ 900.00 Idverde – Grounds maintenance VAT £ 46.80	PB
109/19	Planning: Planning application 19/08922 for Barnfield House was fully discussed. The original planning was for a property with an agricultural tie. It transpires that the property was not built in accordance with the outline planning permission. Due to the passage of time and this irregularity the current owners are able to apply to change the permission to a property without an agricultural tie. The Parish Council are disappointed that Wiltshire Council have allowed by default the construction of a dwelling outside of their stated planning policy. The Chair will communicate this disappointed to Wiltshire Council.	PB
110/19	Donations: The following donations were approved: Royal British Legion £ 50.00 Wellsprings Benefice for church grass cutting £120.00	PB
	Next Meeting: 20 th November 2019 Venue: Bulkington Village Hall at 7pm	