

## **BULKINGTON PARISH COUNCIL**

*These notes are from the draft minutes of the Parish Council(PC) meeting of 20 January 2016, which may not yet have been ratified.*

**Present** Cllr Mrs S Oliphant (Chair), Cllrs S Barratt, O Coles, Mrs C Crawford, G Elliott and C Ogilvie , Mrs Read, 2 members of the public – Mr Bennett & Mr Difford.

### **OPEN FORUM**

Mr Bennett gave the Chairman photographs showing footpath problems.

Cllr Mrs Crawford reported 2 instances of damage to the war Memorial site - first by a BOC lorry making a delivery. Both have been reported and both are with insurance companies for repair.

### **AGENDA**

**For Agenda items 1-3 please see the full minutes**

#### **4. Reports, Correspondence:**

- Co-option of Councillors.  
Chairman summarized her reply to Mr Bennett.
- Footpath Management  
Chairman summarised draft letter to landowners about their responsibilities, asking for comments by end January.  
Cllrs Barratt and Ogilvie and Mr John Scott are walking all the paths in the Village and will produce a report, which will be updated annually by The PC.
- Police Report:  
No problems in Bulkington.
- Speeding:  
Speed limit bin stickers will be distributed before next meeting.  
No response yet from Area Board regarding Metro Count  
Mobile Speed Indicator – cost shared by 5 villages, contributing £105 each.
- C20 safety project:  
referred to Community Action Group. Cllr Coles will speak to the landowner about
- Fracking:  
Cllrs to watch the DVD and then agree way forward for a Village meeting to present facts.
- Emergency Plan:  
Nearing completion. Door drop will make all Villagers aware of its existence and where to find a copy.
- Flooding and Drainage:  
Flooding confined Wickleaze Lane, but none elsewhere in the village – water seems to be better managed this year, although Highways are doing less and less.

#### **5. Section 137 LGA 1972:**

No Application for the current financial year received, but PCC requests PC raise the 2016-17 Grant towards Churchyard maintenance. See 6. Finance

#### **6. Finance:**

The Clerk reported normal Progress against the 2015-16 Budget. Please see full minutes for details of Parish Council expenditure and budget.

Estimates for 2016-17 presented to support discussion on precept setting.

Proposed: Cllr Mrs Oliphant Seconded: Cllr Ogilvie All in Favour

### **7. William Breach Centenary Playing Field:**

- Cllr Mrs Oliphant thanked Cllr Barratt for his work on points raised in the RoSPA Report -
- Cllr Barratt reported a few fairly major tasks to be addressed. Clerk will check PC's Public Liability Insurance. Cllr Barrett will check the Equipment Grant and associated Insurance.
- A Summer event proposed on the Playing Field on 9<sup>th</sup> July, with a Hog Roast, Band etc. Needs to be considered alongside Queen's 90<sup>th</sup> Birthday celebrations 12<sup>th</sup> June.

### **8. Planning:**

15/12668/FUL and 15/12764/LBC

Cllrs C Ogilvie and Mrs Read declared a Prejudicial Interest as owners of adjoining properties, remaining in the room but taking no part in the discussion or vote.

All eligible Cllrs voted to SUPPORT the Application

### **9. Any Other Business:**

- Cllr Ogilvie voiced concern about the Local Authority Transparency Code and its implications for Bulkington Village Website, which he runs. Clerk to confer with him.
- Parish Steward Visit List, and will be informed of priority tasks for his visits.
- Kerb-side weeds – Cllr Coles will tackle in Spring
- Cllrs Coles and Elliott will prune trees on Mill Lane.
- Esso pipeline condition survey. Landowners contacted BUT there may be some strange vehicles in the area. –
- Pun customer car parking around war memorial site causing problems –Cllr Crawford will research NO PARKING signs,

**Meeting closed at 9.25pm**

**Next meeting 16<sup>th</sup> March 2016**

Full copies of the minutes can be found on the PC notice board.

## BULKINGTON PARISH COUNCIL

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT

**DRAFT**

Minutes of the Meeting of the Parish Council  
held in the Village Hall at 7.30pm 16 March 2016

Present: Cllr Mrs S Oliphant in the Chair

Cllrs S Barratt, O Coles, Mrs C Crawford, G Elliott, C Ogilvie and Mrs Read

1 member of the public – Mr Bennett

Clerk Mrs F A Price in attendance

The Meeting started at 7.30 with

### OPEN FORUM

- Mr Bennett asked when Meeting Minutes appear on the Notice Board – the Clerk said that they are posted after they are accepted and signed at the next Meeting
- He also asked about progress on Footpaths – the Chairman will report under **4 . Reports**

The Chairman went on to the Agenda:

- 1. Apologies for Absence:** Received and accepted from Cllr Seed who has another meeting, Cllrs Mrs Crawford and C Ogilvie are away
- 2. Declarations of Interest :** Cllr Mrs Oliphant for Playing Field;  
Cllrs Elliott and Coles for Footpaths and related matters;
- 3. Minutes of 20 January Meeting:** Accepted as a true record and signed by the Chairman, who explained how errors in the Website Draft had come about, and noted that the Precept request was hand-delivered to County Hall by the Clerk before the Friday deadline.

### 4. Reports, Correspondence:

- ◆ Footpaths – Chairman's letter has gone out to all landowners, reminding them of their responsibilities regarding footpaths and requesting their cooperation in keeping all footpaths within the Parish usable throughout the year.
- ◆ Stiles - Cllr Barratt reported that the survey of stiles etc has been completed; all stiles and signs are in acceptable condition, but  
It can be assumed that 8 paths may be blocked by growing crops -  
the Chairman reported a conversation with the Rights of Way Officer who confirmed that, contrary to popular belief, where a footpath crosses a field, it is not sufficient to leave an alternative path round the edge. Land Owners may apply to divert a footpath, but this has never been done for a crop and the cost at £1,100 means that it is unlikely to be a workable option. Cllr Elliott undertook to leave all paths across his land clear.
- ◆ Stiles : the Chairman reported on a conversation with a landowner where the stile is completely overgrown by brambles. The landowner has confirmed that the adjacent field gate will remain open and that a path will be cut through the crop, unlike previous years. She reminded Cllrs that Wiltshire Ramblers had offered to contribute to the cost of repairing stiles should the landowner require support, and that Wiltshire Council will pay up to 25% of such costs. In addition, the PC could also apply to the Area Board.
- ◆ Mr Bennett said, from the floor, that one path cannot be used as it crosses a field with electric fences for sheep. After checking maps, it was clear that the field in question belonged to Mr Meatyard, whom the Chairman will contact about the matter.
- ◆ Additional dog Bins – no requirement as yet, defer to May Meeting.

[Mr Bennett left at 7.45]

- ◆ Speeding : The Mobile Speed Indicator to be shared between 5 villages has arrived in Keevil. A representative from Bulkington PC trainee is needed to represent the Village on the steering group for the Asset and will be trained in its use and installation – Cllr Elliott volunteered – and the Chairman hopes one of the bigger villages will produce a supervisor. .

6. **Finance: contd**

<b>Received since last Meeting:</b>		
Date	From	Amount £
25 Jan 16	Playing Field reimbursement for Fireworks (ex VAT)	416.65
9 Feb 16	Lloyds Bank – Interest on Deposit A/c	0.24
9 Mar 16	Lloyds Bank – Interest on Deposit A/c [est]	0.24

[Estimated, and rounded up] Bank Balances *before* these payments:

Treasurer's [Current]	2721 3368	£1,425.00
Bus Bank Instant [Deposit]	2721 4460	£6,715.00

7. **William Breach Centenary Playing Field:**

- Cllr Barratt has had quotations of £450 for putting right problems with the zip wire, and more than £450 for replacing the swing rope.  
The rope in the climbing tower would be difficult to repair/replace – he suggested putting in a ladder instead.  
He has consulted an expert who said these repairs are not actually required by statute, while the Chairman remarked that it is impossible to make the zip wire suitable for all ages/sizes.
- Cllr Barratt handed round an example of a sign which he said must go on the gate, to include a disclaimer of responsibility for injury resulting from misuse of the equipment.  
Cllrs said he should go ahead with getting the notice as soon as possible, while
- The Chairman suggested trying to get a 50/50 Grant from the Area Board, while Cllr Mrs Read thought such a grant would be particularly suitable for a ladder in the climbing tower.
- The Chairman has received an enquiry about using the Playing Field for an event in the summer, to raise sponsorship funds for a run in the London Marathon:  
This type of event has never been undertaken before – all previous fundraising events have been for village benefit.  
There is always a requirement to undertake maintenance work prior to an event.  
There is a possible clash of fundraising activities - Debbie Richardson has already asked the PC to approve an event in July although exact details have not been confirmed.  
The PC has Public Liability Insurance but will need to check if this type of event is covered.  
The Meeting agreed that such an event could go ahead provided:
  - [a] suitable maintenance work is carried out in all areas
  - [b] it is coordinated with Debbie Richardson and
  - [c] the organisers rope off areas they will not use, and guarantee to clean up afterwards.
 Cllr Barratt suggested the organisers get their own insurance - **Clerk** to check with WALC and arrange to provide loos etc; parking would be a problem for any large-scale event.  
The Chairman will respond as suggested.

8. **Planning:** No Application or Wiltshire Council decision.

9. **Any Other Business:**

- The Chairman reported an online petition asking that Parish Councils should have right of appeal over Planning decisions.
- An advertisement for an “Audio Minutes Recording Kit” costing about £350.  
None of the Cllrs thought this would be worth the money – some said they felt it would inhibit free and frank discussion

There being no other business requiring discussion  
the Chairman closed the Meeting at 8.50pm

**Next Meeting, to follow the Annual Parish Meeting starting at 7pm, 18 May**

[ the Clerk suggested that as both these Meetings have a rather lengthy Agenda, the PC might need an extra Meeting in May to Approve the Final Accounts, all Cllrs agreed]

## **BULKINGTON PARISH COUNCIL**

Clerk: Mrs F A Price 1 The Croft Urchfont SN10 4RT

Minutes of the Annual Meeting of the Parish Council  
held in the Village Hall immediately after the Annual Parish Meeting  
on Wednesday 18 May 2016

Present: Cllr Mrs S Ogilvie, in the Chair until **1. Election of Chairman**

Cllrs S Barratt, O Coles, Mrs C Crawford, G Elliott, and Mrs A Read

Cllr J Seed [Wiltshire Council, Summerham and Seend]

No member of the Public

Clerk Mrs FA Price in attendance

Apologies: see Annual Parish meeting

No **Open Forum** because of the Annual Parish Meeting just concluded

### **1. 1. Election of Chairman for 2016-17:**

Cllr Mrs Oliphant said she would like to step down if anyone else would take the Chair:  
Cllr Barratt said that Mrs Oliphant does a good job as Chairman, and has good contacts,  
Cllr Mrs Crawford agreed, and added that she for one could not possibly take on the rôle:

That Cllr Mrs Oliphant be elected Chairman for 2016-17:

Proposed: Cllr Barratt                      Seconded: Cllr Mrs Crawford      Elected Unanimously

Cllr Seed spoke at this point, before the PC continued with regular business:

- Wiltshire Council's finances are encountering problems after measures announced in

the Queen's Speech – particularly the matter of Business Rates.

Wiltshire Council is managing to balance its Budget, but keeping roads in good repair, caring for the vulnerable, keeping libraries open - all are hard.

He added that he is always available in his area, and will stand for re-election in 2017.

- No further information on the new runway at Keevil
- Wind turbines are very unlikely to be installed any where in Wiltshire
- Fracking – discussion has gone very quiet, but 1 Exploration Licence will possibly get

the OK. Cllr Seed added that in the end Councils are powerless in this area.

Cllr Mrs Oliphant told Cllr Mrs Crawford that actually nothing can be done, but it is not likely that any well nearby would be viable.

- Cllr Barratt asked about plans for new houses in Melksham – Cllr Seed replied that probably fewer than 1,600 are being talked about, but Melksham is going ahead with general expansion and this is reviving businesses, shops etc. Development is probable along with the Canal link-up – he added that housing in the right place *enables* all sorts of development, eg by keeping schools open.

### **1. Meeting Dates for 2016-17:**

Cllrs agreed to meet on the second Wednesday of alternate months, as follows:

**2016: 13 July; 14 September; 9 November**

**2017: 11 January** – Precept Setting; **8 March** – Preliminary Accounts and  
**? May** – this will be the first Meeting of the newly-elected Council, and  
therefore depends on date of Elections

The May Meeting follows the Annual Parish Meeting and includes  
Election of Chairman for 2017-18 and Final Accounts if available

All Meetings are in the Village Hall at 7.30pm, except for the Annual Parish Meeting, at  
7pm .

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## 1. Reports:

- ◆ Footpaths: the Chairman asked Robert Breach to reinstate across his land – he said he had already been approached by Wiltshire Council officers on the matter. She fears the rise of general resentment among farmers, and suggested all should keep an eye out and regularly check the WC website for reports.

Cllr Elliott undertook to check all footpaths and stiles on his land during the summer; Cllr Coles will do the same, and contact neighbouring landowners such as John Breach.

- ◆ Fracking: Chairman reported getting no response from villages she contacted about this. Cllr Barratt said that exploratory drilling has been stopped after objections in Lancashire and the South Downs, and the Chairman said she will have to get some suitable information on the village website.

- ◆ Emergency Plan: Cllr Barratt reported that the final version has not yet been tested.

- ◆ Centenary Fields Appeal: The PC does not actually own the Playing Field, which is the sort of space the British Legion and Fields in Trust have in mind, so  
[a] Cllr Barratt suggested work on the triangle of land round the War Memorial: remove the diseased tree stump at the southern point and replace by a stone commemorating the end of the conflict in 1918, possibly listing the main battles. He will circulate design suggestions.

[b] For the Pond area Cllr Mrs Read suggested a Garden of Remembrance. She added that Cloth Road Artists could probably suggest a suitable carver for engraving a stone; the Clerk added that she could make enquiries of an artist based in Frome. **July**

## Agenda

### 4. Section 137 LGA 1972:

Application for the annual grant towards the costs of Churchyard maintenance from the PCC:  
in view of ever-increasing costs the PCC requests an increase to £150.

Proposed: Cllr Mrs Crawford    Seconded: Cllr Elliott                      **Agreed Unanimously**

### 5. Finance:

The Clerk reported that the Annual Return is with the Internal Auditor, no problems anticipated : she proposed a Special Finance Meeting on Wednesday 25<sup>th</sup> May to agree and sign the final Governance Statement and Accounting Statement before sending, with Bank Reconciliation and Explanation of Variances plus Internal Audit Report,

to the External Auditors Grant Thornton.                      **All Agreed** [Cllr Mrs Read will be away]

A copy of the Annual Return will be posted on the Website and Notice Board, and an announcement of Voters' Rights to question the Auditor – between 5 June and 15 July.

The Chairman reported on progress with getting new Signatories ( Cllrs Barratt and Elliott) on the PC's Bank Mandate:

Lloyds Devizes were very unhelpful, and she could not get the forms online, so she went to a Complaints line – which promised to send her the forms.

Finally she complained over the telephone; her complaint was upheld and she accepted compensation of £279, including £150 for personal stress, to be paid into the BPC Account.

Clerk's Report on Transactions since last Meeting:

<b>Received since last Meeting</b>		
Date	From	£
9 Apr 16	Interest on Deposit Account	0.24
14 Apr 16	Precept (£4,650) + Grant (£14.65)	4,664.65
21 Apr 16	HMRC VAT Repayment	474.54
3 May 16	Lloyds Bank – in apology for signatory delays	279.00
9 May 16	Interest on Deposit Account	0.33

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#### 5. Finance contd

<b>Paid since last Meeting</b>				
Date	Payee	Amount £	[inc VAT]	Chq no
30 Mar 16	Mrs FA Price – Clerk's ½ year Salary	700.00		143
	- Expenses inc full year broadband	238.24		144
	RW & HC Breach - hedgecutting	84.00	[14]	146
	Bulkington Village Hall – hire for 6 Mtgs	54.00		147

<b>Authorised at this Meeting</b>				
Date	Payee	Amount £	[inc VAT]	Chq no
26 May 16	Wiltshire Framing – Emergency fliers	12.00		149
	Cure Double Glazing Repairs – VH Door	86.00	[14.33]	150
	Stocksigns – PF Notices	124.19	[20.70]	151
	Community First Trading – Insurance, inc Admin Fee £92.10, IPT £52.50.	605.11		152
	NALC – Local Council Review	17.00		153

	S Barratt – reimbursement, backing for PF notices	27.30		154
	WALC – WALC & NALC subs 2016	104.06	[17.34]	155
	PCC Christ Church Bulkington – grant towards Churchyard Maintenance	150.00	S.137	156

All to be signed and paid as soon as appropriate signatories available, along with the long-outstanding payment of £90 to Mrs Oliphant for Speed Limit stickers – cheque no 000145

6. William breach Centenary Playing Field:

Cllr Mrs Oliphant reported Debbie Richardson's request to borrow the marquee for her party – Cllr Mrs Crawford said there had been some damage after the Fireworks but it is usable.

Cllr Mrs Oliphant then said various maintenance jobs need to be organised:  
 Cllr Barratt said the signs are now in place, but a lot of tidying, weeding etc needs doing -  
 Cllr Coles volunteered to spray the path which has become overgrown with weeds,  
 Cllr Elliott will clear up the remains of the old bonfire, and  
 Cllr Mrs Crawford will organise volunteers for a maintenance day.

Cllr Mrs Crawford went on to announce the “Party in the Park” scheduled for 2<sup>nd</sup> July - to include a band, a hogroast and games etc – a meeting in the pub on Thursday the 26<sup>th</sup> will get further suggestions.

7. Any Other Business:

- A complaint about deep ruts in the track from Mill Lane to join the path to Worton – as a Byway in general use it is not the PC's responsibility, but the Chairman will write to the complainant and report the problem to Wiltshire Council. Cllrs Coles and Elliott will use their own machinery to level the surface as far as possible.
  - The verges are very overgrown with weeds – could Cllrs Coles and Elliott spray weedkiller?
- Cllr Mrs Read added that people are leaving strimmed grass lying - it then washes into drains and blocks them. Cllr Mrs Crawford said dealing with these problems would reflect well on the PC, and Cllr Elliott volunteered to cut the verges on the approach to the village.

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7. **Any Other Business:** contd

- Cllrs Elliott and Barratt have discussed planting another beech tree on the approach
- Cllr Mrs Oliphant said that the new saplings on Gaston Green are interfering with keeping the grass down; a definite area round them must be cleared – and a bigger tree, eg a beech, could be planted.
- Cllrs Barratt and Elliott will crown raise these trees and generally tidy up in the Autumn.
- Gutters to be cleared when weeds have been sprayed, Chairman to email the date.
- War Memorial triangle – Highways have repaired the damage done by a BOC truck, but not yet

- that done by the School Bus.
- Bins for dog-poo – many full bags are being left on paths, perhaps Notices pointing to the nearest bin should be put up ? The Chairman will check whether they are needed. Cllr Mrs Read pointed out that bags are dangerous to grazing animals if swallowed. The Chairman suggested a bin at the top of a track, and small notices on stiles etc – she will get more if needed.
  - Cllr Mrs Crawford suggested “NO PARKING” signs by the triangle to keep the narrow road clear for farm and other traffic. This was agreed, Cllr Mrs Crawford promised to get some.
  - Cllr Elliott reported that repairs to potholes are sinking – he will report to Highways.

There being no other business requiring discussion  
the Chairman declared the meeting closed at 9pm.

Next Meeting 13 July  
to include Review of Governance procedures

## BULKINGTON PARISH COUNCIL

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT

**DRAFT**

Minutes of the Annual Parish Meeting  
held in the Village Hall at 7 pm 18 May 2016

Present: Cllr Mrs S Oliphant in the Chair  
Cllrs S Barratt, Mrs C Crawford, O Coles, G Elliott, and Mrs A Read  
Cllr J Seed (Wiltshire Council, Summerham & Seend)  
No member of the public

Clerk Mrs F A Price in attendance

The Meeting started at 7.05

1. **1. Apologies for Absence:** Received and accepted from Cllr C Ogilvie, who is away
1. 2. Minutes of the Annual Parish Meeting 13 May 2015: Accepted as a true record and signed by the Chairman at the Parish Council Meeting on 15 July 2015

### 1. **3. Chairman's Report:**

**This year we have seen a change in the composition** of the Parish Council, as we said goodbye to Cllrs RG Elliott and Mrs J Flynn and welcomed Cllrs O Coles and G G Elliott. I would like to reassure all homeowners in the Parish that we followed the advised process and with 2 vacancies and 2 candidates were able to co-opt our new Councillors without the cost of an election. I believe our Council now better represents the community of this working village: 2/7 are landowners in the parish, 3/7 are in full-time employment, 3/7 are parents of children attending local schools.

**As in previous years, pressure is on budgets**, and again our unanimous decision was not to increase our Precept. Those of us who were able to attend Wiltshire Council's budget presentations understand that the Council has to review all aspects of service it provides as its budget shrinks. We have seen an emphasis on pushing responsibility for services into the local community, particularly to voluntary groups, and a drive to prioritising services according to greatest need. Although we welcome the return of the Parish Steward in general terms, as a small rural Village it is difficult to see how our requests will ever be prioritised and it is interesting to see neighbouring Villages beginning to undertake certain tasks within their own community.

**In the future, working with other Villages** may well enable us to achieve greater results – we have worked with Keevil and neighbouring villages to secure a share of a Speed Indicator Device, with Worton and neighbouring villages to request road safety improvements to the C20, and with Steeple Ashton to identify the potential threat Fracking may cause to our communities. And I would like to remind all homeowners in Bulkington that the Seend Link Scheme is available to assist anyone who cannot access public or private transport.

**I would like to thank Cllr Jonathan Seed for his on-going support and of course the Policing Team** for their sustained commitment to maintaining a policing presence in our village – with the exception of an attempted break-in and the vehicle damage in the High Street, unlike some of our neighbouring Villages we are fortunate that no crimes have been reported in Bulkington – despite this, I would encourage all home owners to take appropriate steps to secure their homes and property.

**We have only had 2 Planning Applications this year**, the mobile home at Seend Piggeries whilst the development is completed – after 10 years that is something we all welcome, and the timber conservatory at Tudor Cottage. I believe our powers with regard to Planning Applications are widely misunderstood – the Parish Council is not a Planning Authority and *does not have executive powers to accept or reject applications*, but under the Local Government Act 1972 is

able to make observations to the Planning Authority ( Wiltshire Council) upon applications in the Parish. The meetings where we review applications are open to all members of the public and we will make objective review of all aspects of the application – whether individual Councillors like an application or not is irrelevant. I thank my fellow Councillors for their objective approach and their local knowledge, which I am sure the Planning Department at Wiltshire Council continue to find helpful when determining an application.

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**I would like to thank Mr Bennett** for the information he provided regarding the footpaths in the Parish that has given us the opportunity to review our own activities and re-instate the annual review of footpaths. My thanks to Cllrs Barratt and Ogilvie together with Mr John Scott for their review, report and photographs, which is published on the website. As ever, I would like to thank the farmers and landowners who manage the land, hedges, ditches, lanes and footpaths around the Village. The Parish Council has reminded all walkers to keep to the marked footpaths, dog owners of the need to clean up after their dogs, placed reminder posters at key locations and is actively monitoring the requirement for additional bins (the purchase and management of which will be funded by the Parish Council) and has written to all landowners reminding them of their responsibilities.

**Although our Playing Field Committee** have a healthy bank balance, they are still struggling for membership as well as support for events other than the annual firework fundraising event. The Parish Council pays for the grasscutting, but all other maintenance is self-funded and undertaken by volunteers. I would like to thank Cllr Barratt for the work that he has done to equipment following the RoSPA report and remind everyone of the Party in the Park on 2<sup>nd</sup> July.

Other groups within the Village have been active this year, planting trees on Gaston Green, setting up a Motor Club and working with RAF Brize Norton to re-establish track days at Keevil Airfield. And we now have a detailed Emergency Plan for the Village – my thanks to Cllrs Ogilvie and Barratt for the work they and other interested parties put into the development of this resource. Thank you to Cllrs Ogilvie and Barratt for the on-going work they put in to [www.Bulkington.org](http://www.Bulkington.org) our fabulous website.

Whilst all of our Meetings are open to the Public, it is rare that any homeowners attend – a reflection of the busy lives we all lead, but possibly the lack of interest in Local Councils. In contact with homeowners, it is clear that many do not understand the scope of our responsibilities or the way in which we conduct ourselves. Publishing our Minutes in Spotlight as well as on the website and noticeboard may help homeowners understand what we do, but not necessarily how we go about it.

We are bound by a Code of Conduct and adhere to policies and procedures developed by Wiltshire Council - my rôle as Chair is to make sure that we adhere to these principles – Integrity, Leadership, Objectivity, Judgement, Accountability, Openness, Respect, Stewardship, Lawfulness and Selflessness; that we have a balanced debate where the views of all are heard and that any decisions we make do not simply reflect the views of the loudest voice and that we are objective when considering Planning Applications – the area that householders have least understanding of our powers.

We all give our time voluntarily and all homeowners are welcome to come to any of our meetings to find out what we are doing and to challenge anything that they feel is inappropriate – indeed I welcome constructive criticism because it gives us the chance to improve – and on that note I would like to thank you all for your commitment over the past year as well as the year to come.

#### **4. Clerk's Financial Report:**

The Annual Return for 2014-15 was accepted by the Auditors, Grant Thornton, on 26 June 2015, no problems or queries. There is no fee for External Audit for Small Councils, and this remains true under the slightly changed regulations now in force. The Internal Auditor's fee remains at £30.

Summary figures for 2014-15 and 2015-16, nb *2015-16 not yet audited*:

	<b>2014-15</b>	<b>2015-16</b>
	<b>£</b>	<b>£</b>
<b>Balance Brought Forward</b>	6,900	7,757
<b>+ Precept</b>	4,500	4,500
<b>+ Other Receipts</b>	2,540	2,521
<b>- Staff/Administration Costs</b>	1,880	1,818
<b>- Other Payments</b>	4,303	5,157
<b>Balance Carried Forward</b>	7,757	7,022

Total Fixed Assets – Playing Field and Equipment, War Memorial and Bus Shelter – remain unchanged at £50,080. The Equipment is insured at £32,250.

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£19 less in Other Receipts is largely the result of a reduction in Wiltshire Council “top-up grant” - in its final year – and is more than offset by £62 saving in Staff/Administrative costs

Other Payments are £854 up – this is almost entirely the £788 cost of the new Notice Board; the remaining £66 includes £35 for Spirals and Canes for saplings given by the Woodland Trust, and a number of small payments such as £12 for an Audit Seminar run by WALC.

However, the reduction in the Balance Carried Forward is only £735, less than 10%.

More than usual was paid out under Section 137, eg a Donation towards replacing water-damaged floor boards in the Village Hall, but remained well below the £7.36 per voter limit. At this figure the Parish Council could spend over £1,500, but it actually spent £580, ie about £2.65 per voter.

With a small increase in the 2016-17 Precept - as a result of a change in the number of Band D properties the Precept can be raised without affecting the Parish share of tax paid by individuals - the Parish Council can be reasonably confident about its finances; no big expense is expected

5. There were no members of the Public present to raise questions or make comments, so the Chairman asked Cllr Seed if this was common among the Parish Councils in his area of Summerham and Seend: he replied that it is not unusual for there to be very few or even no householders at their Annual Meeting – to get a large attendance there needs to be an exciting or worrying issue in the Parish.

In fact, Bulkington's Council must be doing a decent job of looking after the Village's interests. Cllr Mrs Crawford commented that actually Bulkington is an easy village to care for.

The Parish Council immediately went on to the Annual Meeting of the Council

## BULKINGTON PARISH COUNCIL

Clerk: Mrs F A Price 1 The Croft Urchfont SN10 4RT

**DRAFT**

### Minutes of the Meeting of the Parish Council

held in the Village Hall

7.30 pm 13 July 2016

Present: Cllr Mrs S Oliphant in the Chair

Cllrs S Barratt, O Coles, Mrs C Crawford, G Elliott, C Ogilvie and Mrs A Read

1 member of the public

Clerk Mrs F A Price in attendance

The Meeting started at 7.40, and as no matters were raised in the **OPEN FORUM** the Chairman went on immediately to the Agenda

**1. Apologies for Absence:** none received

**2. Declarations of Interest, Dispensations:**

Cllr Mrs Read for the Village Hall; Cllrs Coles and Elliott for Footpaths and related matters; Cllr Mrs Oliphant for the Playing Field; Cllr Mrs Crawford for Housing and related matters.

**3. Minutes of Meetings on 18<sup>th</sup> May:**

[a] Annual Parish Meeting; [b] Annual Meeting of the Parish Council :

both accepted as a true record and signed by the Chairman.

**4. Reports:**

[a] Footpaths: Robert Breach has cut paths across and round his fields plus those on Elliott land; J John Breach has done the same on his fields near Coles' Leaze Farm.

(this was welcomed from the floor by Mr Bennett)

Cllr Mrs Crawford said the path behind Mr and Mrs Gray's property is getting badly overgrown – Cllr Coles said he has cleared it once and can do it again.

Cllr Mrs Oliphant said the path by Oxenleaze and the weir (actually in Keevil) has been cut, she does not know by whom.

Cllr Elliot has levelled and put down stone on the Byway complained of by “Mrs Chris” - the Parish Council recorded its thanks to him for this work.

[b] Emergency Plan – nothing to report as yet, to go on November Agenda.

[c] C20 Traffic Safety Plan: the Chairman attended a very contentious meeting in Worton; Bulkington had been invited to join Worton in demanding various safety measures but had declined, considering the demands impracticable.

Cllr Whitehead (Wiltshire Council, Roads etc) spoke to say that he was not prepared to do any of the things demanded – citing Ministry of Transport rules – but he was ready to meet interested parties.

The Chairman pointed out that canvassing opinion in Bulkington produced no specific complaints except the hedge which obscures sightlines at the Poulshot T-junction.

She has written to the Worton Clerk to say she is willing to attend another meeting.

[d] Speeds in Bulkington: Speed Limit stickers distributed, but few have been put on bins.

Cllr Mrs Crawford wondered whether this meant there was actually little problem, and Cllr Mrs Oliphant remarked that the Ministry of Transport suggests that making a village look very quaint and pretty causes drivers to slow down.

Cllr Mrs Crawford said that the real problem is at the *ends* of the village, and the Chairman said that flashing speed indicators could be tried – there is no news from Keevil about this.

Cllr Ogilvie will put a reminder about the stickers on the Website .

4. Reports contd

[e] Parish Stewards: Wiltshire Council Highways regrets withdrawing the service, which will be reinstated from September, with improved equipment.  
 Rolling programme starting on 3<sup>rd</sup> October of regular visits by a man with a truck containing tools etc; each village to list tasks in order of priority via nominated contact.  
 The Chairman will be Bulkington's nominated contact; she will draw up a list of tasks from those sent to her by email, and then decide the order of priority – she will consult Cllr Ogilvie on technical matters.  
 Cllr Ogilvie agreed to this, but stated that he considers the whole programme is an abrogation of responsibility by Wiltshire Council  
 Cllr Coles said he has high pressure pumps for clearing blocked pipes  
Parish Steward Priorities to go on each Meeting Agenda from now on.  
 Cllr Mrs Oliphant added that she will want to share the Emergency Plan with the Parish Stewards when it is finalised.

[f] Marking 2018 as centenary of end of WWI – Cllr Barratt has suggested putting a stone at the South end of the Triangle, after grubbing out the tree stump which is there now. However, the estimated cost of £3.5 to £4K seems high.  
 The Chairman suggested marking a children's play area on the grass by the Bus Shelter – for instance laying paving stones for Hopscotch or in spiral patterns. It is possible to get bricks or slabs engraved with names and/or dates. Funds could be raised by selling bricks at £30-£40, which would get the people of the village involved.  
 Cllr Mrs Crawford said she would raise these ideas with mothers waiting at the Bus Stop.  
 Cllr Barratt said the point is to do something to last another 100 years, and Cllr Ogilvie said that the area by the Bus Shelter certainly needs something done to it.  
 The Chairman will send out images for consideration.

5. S.137 LGA 1972: No Application received.

6. Finance:

The Clerk reported:

**Annual Return 2015-16:** agreed, and signed by Chairman and Clerk/RFO,  
 at brief extra meeting on 25<sup>th</sup> May attended by all Cllrs, except Mrs Read who was away.  
 Copies on Website and Notice Board.

Sent to the Auditors Grant Thornton, who acknowledged receipt and stated their work would begin in the next few weeks; if they have any queries they will contact the Clerk.  
 The period during which local taxpayers can contact the Auditors ends on 15<sup>th</sup> July.

**Annual Risk Assessment and Management:**

Agreed unanimously,  
 but the Clerk was asked to *add* under **Code of Conduct** that Bulkington Parish Council will “abide by the Wiltshire Council Code of Conduct and Complaints Procedure”  
 On **Liability - 3<sup>rd</sup> Party Risks** the Clerk is to check with Community First's Jess Emery on the question of cover when private parties are held on the Field – Notices merely say the Field is used “at own risk”, but the Clerk is confident that no extra cover is needed.

**Report for this Meeting:**

Received since last Meeting		
Date	From	£
3 May 16	Lloyds Bank – in apology for delays over signatories	259.00
7 Jun 16	Bulkington VH – reimbursement door repair – ex VAT	71.67
9 Jun 16	Interest on Deposit Account	0.45
11 Jul 16	Interest on Deposit Account - <i>estimated</i>	0.45

6. Finance contd

Paid since last Meeting				
Date	Payee	Amount	[inc VAT]	Chq no.
7 Jun 16	Local Council review – 2016 sub	17.00	-	153
15 Jun 16	Cure Double Glazing Repairs – VH door	86.00	[14.33]	150
	Stocksigns – Noticeboard for PF	124.19	[20.70]	151
17 Jun 16	Community First Trading - Insurance	605.11	[IPT 52.50]	152

Authorised at this Meeting				
Date	Payee	Amount	[inc VAT]	Chq no.
13 Jul 16	S Barratt – backing for PF Signs	27.3		154
	WALC – WALC and NALC 2016 subs	104.06	[17.34]	155
	PCC of Christ Church Bulkington	150	S.137	156
	Mrs S Oliphant – Speed limit stickers			157

[Mrs S Oliphant – weed-killer, Cllr Ogilvie – hand-held radios; when purchased, see AOB]

7. Correspondence:

- [i] Letter from James Whilding, Chartered Surveyors – advance notice of Planning Application for changes to poultry buildings at Leaze Farm when sale is complete. **See 9. Planning**
- [ii] How to be a Good Employer: NALC Pamphlet, handed to Chairman.

8. William Breach Centenary Playing Field:

- Cllr Mrs Crawford said that the “Party in the Park” had been a great success and some money might be available, but some clearing up remained to be done.
- Cllr Barratt reported that retaining bolts on the cantilever swing are working loose and cannot easily be tightened from ground level – should he go back to the supplier Jane's Pond? Cllrs Elliott and Coles will check.
- Cllr Barratt added that the Sensory Garden needs attention. and the yews need trimming. Cllr Ogilvie suggested employing a professional gardener for such work – the cost would be about £10 an hour. All agreed, and Cllr Elliott agreed to organise this.
- Grasscutting is very patchy – Cllr Mrs Oliphant has been told that AW Services have had machinery problems recently, but she hopes things will improve now. Cllr Ogilvie suggested changing contractor; Cllr Coles will find out about Poulshot's system. Meanwhile, the Clerk will find AW Services' contract and pass it to the Chairman
- The Chairman, Cllr Elliott and others have volunteered for a Maintenance Day.

9. **Planning:** No Application yet received, but Cllr Coles explained what the changes by the new owners of Leaze Farm will mean: in particular, the change to producing *breeding* stock instead of rearing birds for meat means fewer birds, slower turnover and consequently much less lorry traffic on Mill Lane.

10. Any Other Business:

- Weeding/Spraying verges: Cllrs Coles and Elliott, plus possibly Cllr Ogilvie, volunteered to do the work, Cllr Mrs Oliphant will buy *agricultural grade* Roundup.
- Cllr Elliott reported problems with Parking on both sides of Mill Lane when there is any event in the Village Hall or the Boultons' garden. The Chairman said organisers must be responsible for preventing problems – put up signs to say “Park on one side only”, possibly temporary bollards or posts on the verge?
- Cllr Mrs Read reported that the latches on the new Notice Board are no longer usable and the hinges have dropped – the Chairman will contact the supplier.

**10. Any Other Business contd**

- Cllr Ogilvie reported that the saplings planted on Gaston Green are getting overgrown, making mowing round them impossible, according to the farmer Robert Breach – Cllr Mrs Oliphant said that her husband's brushcutter could deal with the problem, or powerful weedkiller? Cllr Barratt and others suggested moving any “survivors” to the Playing Field, while Cllr Ogilvie suggested getting 3 larger trees, planting them as agreed with Robert Breach.
- Cllr Ogilvie said there had been criticism of recent Twitter postings on the Website – some had re-tweeted the views of MPs. The Chairman and Cllr Mrs Crawford were agreed that the Website *must not* present or endorse such postings as the view of the Parish Council.
- Cllr Ogilvie suggested buying a number of hand-held radios for Emergency Plan volunteers' communications – Cllrs agreed.

There being no further business to discuss the Meeting closed at 9.45pm

**Next regular Meeting 14 September**

**Next regular Meeting 14 September**  
**BULKINGTON PARISH COUNCIL**

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT

**DRAFT** Minutes of the Meeting of the Parish Council  
held in the Village Hall at 7.30pm on Wednesday 14 September 2016

Present: Cllr Mrs S Oliphant in the Chair  
Cllrs S Barratt, Mrs C Crawford, G Elliott, Mrs A Read

No member of the public

Clerk: Mrs F A Price in attendance

The Meeting started at 7.40 and as no member of the public was present there was no

**OPEN FORUM**

The Chairman went on immediately to the Agenda

1. **Apologies for Absence:** none received
2. **Declarations of Interest/ Dispensations:**

Cllr Mrs Read for the Village Hall, Cllr Elliott for Footpaths and related matters;  
Cllr Mrs Oliphant for the Playing Field; Cllr Mrs Crawford for Housing and related matters.

1. **3. Minutes of Meeting on 18 July:** Accepted as a true record and signed by the Chairman

1. **4. Reports:**

[a] Training : WALC - One-day Councillor Training Course -10am-3pm Rushall Village Hall,  
Saturday 12 November -fee £90 +VAT for WALC members.

No Cllrs able to attend.

The Chairman suggested that it would be best to refer to Wiltshire Council's website after the May 2017 Elections, when a largely new PC will be in place.

[b] Wiltshire Council Training on Planning - in Devizes. Cllrs Mrs Read, Mrs Crawford expressed interest - Chairman will get details from Steeple Ashton Clerk.

[c] Casual Vacancy arising from resignation – no request for an Election received, so PC can proceed to co-opt – Chairman will speak to a possible candidate for the November Meeting.

[d] The Chairman urged all Cllrs to think carefully about standing in the May Elections, and suggested a series of articles in Spotlight on what a Parish Councillor does.

In a brief discussion of what to look for in prospective Cllrs it was agreed that some business experience would be useful, and in a village like Bulkington farmers must be represented;

someone with a young family would also be welcome.

Chairman to consult Steeple Ashton, Clerk to look for pamphlets etc published by WALC.

[e] Footpaths: Cllr Mrs Crawford will make copies of a larger-scale map provided by the Chairman

Bulkington 5 – section by the playing Field – is badly overgrown; mowing is impossible until the hedge is trimmed. Robert Breach will cut the hedge, Chairman to inform Mr Gray and put up a notice explaining the situation.

Up-to-date Footpath Report :- paths shared out for regular walking and reporting:

Cllr Mrs Oliphant – Paths 9,10,11. 12 and 14; Cllr Coles – 6, 8 and 8A plus 13

(Byway);

Cllr Elliott – 5 and 5A; Cllr Barratt 1, 1A, 2,3 and 4; Cllr Mrs Crawford – 4.

[f] Byway : Chairman will contact Wiltshire Highways about scalpings to improve the surface -

Cllr Elliott will find out about supplies of hardcore, and Chairman will ask Robert Breach.

[g] Speeding on C20: the Chairman reported nothing further from Worton PC.

After a decidedly heated meeting at which Seend PC was very eager to demand quick action,

but Cllr Whitehead (Highways) could promise no speed limits, she has told Worton that Bulkington will only attend future meetings if better discipline is promised.

[f] Poulshot T-junction – Cllr Coles to contact the farmer about moving the hedge, but Cllr Elliott thinks that some trimming back should be enough to improve sightlines.

[g] Parish Steward – Cllrs to inform Chairman of their Priorities (PC to cut Path Bulkington 6).

Chairman will find out about Briefing, and when and how to contact the Parish Steward.

Cllr Barratt said Footpath signs need replacing.

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#### 4. Reports contd

[h] Marking 2018: Cllr Mrs Crawford has found strong support for a pathway for children to get from the Pond play area to the Bus Stop without stepping on the road.

Chairman will canvass opinion about seats around the trees on the Pond, and laying stones - engraved with names/battles and/or dates - in the grass, possibly in a Hopscotch pattern.

The PC might apply for a Grant from the Area Board, or set up a “Bulkington Remembers” group which could raise funds.

Cllr Barratt said something must go at the South corner of the Triangle – best would be a heavy stone set where the rotten stump is now – he will get quotations for grubbing it out.

The Chairman will ask the Parish Steward, and Cllr Elliott will also make enquiries. Some use might be made of the remains of the original Market Cross - lying at Market View.

[i] Grass-cutting – the current contractor is clearly having problems and may have to be replaced.

Clerk to look up the contact details of others who tendered for the work

#### 5. S.137 LGA 1972 – No Requests received

#### 6. Finance:

The Clerk presented her half-year Report – September 2016

**Progress against Budget Precept: £4,650.00** [plus £14.65 Wilts Council grant]

<b>All ex-VAT bold</b>		<b>Overspends in</b>			
		<b>Budget</b>	<b>Paid</b>	<b>Date</b>	<b>Left</b>
<b>Administrati on</b>					
Clerk	Salary	1,400	700.00	14 Sep 16	700
	Travel	120	70.98	14 Sep 16	49.02
	Post/ Telephone/ Stationery/ copying	100	69.14	14 Sep 16	30.86

	SLCC/ALCC subscription	65			65
	VH Heating + Clerk's Broadband	270			270
Audit Fees	Internal	30	30.00	14 Sep 16	nil
Insurance	General, Premium Tax, Admin Fee (Fireworks included if needed)	700	605.11	26 May 16	94.89
Village Hall Hire	At £9 – 6 PC, 4 Planning	90			90
<b>Playing Field</b>	Grass-Cutting, inc Pond and Cross	840			840
	Safety Inspection	100			100
	(Fireworks £500 – ex-VAT reimbursed)				
<b>Maintenance</b>	Service Check VH fire extinguishers	50			50
	Hedge-Cutting	70			70
<b>Training</b>	Clerk and/or Councillors	50			50
<b>Subscriptions</b>	WALC and NALC	120	104.06	13 Jul 16	15.94
	Community First	36	36.00	14 Sep 16	nil
<b>Publications</b>	Local Council Review	17	17.00	26 May 16	nil
	Other	20			20
<b>S.137, Donations - Impossible to budget for</b>	Royal British Legion – wreath	50			
	PCC – Churchyard upkeep	150	150.00	13 Jul 16	
	<u>Spotlight – production costs</u>	50	50.00	14 Sep 16	

**£1,832.29 Spent to date, within Budget**

**Not included** : £42.53 VAT to be reclaimed

Cllrs had no questions, and went on to the Report for this Meeting

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## 6. Finance contd

Received since last Meeting		
Date	From	£
9 Aug 16	Lloyds Bank – interest on Deposit A/c	0.42
5 Sep 16	Lloyds Bank – interest on Deposit A/c - <i>est</i>	0.40

<b>Paid since last Meeting</b>				
Date	Payee	Amount	[inc VAT]	Chq no
10 Aug 16	Mrs S Oliphant-reimbursement for purchase of weedkiller for verges	57.00	-	159

<b>Authorised at this Meeting</b>				
Date	Payee	Amount	[inc VAT]	Chq no
14 Sept 16	Mrs F A Price – Clerk's ½ year salary	700.00	-	160
	Mrs F A Price – Clerk's ½ year expenses	125.93	-	161
	PCC of Seend – donation towards <u>Spotlight</u> production costs	50.00	-	162
	Mrs M Kimber – Internal Audit 2015-16 Accounts	30.00	-	163
	Community First – 2016 Subscription	36.00	-	164

When Billed – RoSPA Playing Field Safety Inspection – approx £100

External Audit of 2015-16 Accounts –  
Completed 19 August 2016 by Grant Thornton LLP, no queries.

**7. William Breach Centenary Playing Field:**

1.
  - Cllr Mrs Crawford has started planning for the November Bonfire and Fireworks – she is looking for volunteer helpers.

She reminded the PC that November 5<sup>th</sup> falls on a Saturday this year, which may affect attendance, especially from other villages.

However, she hopes that some proceeds will be available to go towards other projects.
- The RoSPA Safety Inspection is due this month and will show what maintenance is needed, meanwhile, Cllrs Barratt and Elliott will fix loose bolts on swings etc.

**8. Planning:**

Since last Meeting :

(1) **Application 16/06644/FUL** –  
Replacement Poultry Building and Associated Facilities at Leaze Farm  
on 10 August: PC decided to SUPPORT with 2 suggested conditions:

- [a] Planting of trees/hedging on S and W boundaries of site
- [b] Lorries leaving site to turn RIGHT at top of Mill Lane, not Left through village

(2) **Application 16/07103/FUL**  
Proposed new dwelling at Leaze Farm – in grounds of Barnfield House ( O Coles)  
for retired farmer P Coles and his wife  
on 17 August PC decided to SUPPORT

At this Meeting: **Application 16/07103/FUL - Amended Plans**

the Parish Council considered the changes and agreed to SUPPORT the revised Application, without further comment

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**9. Any Other Business:**

- ◆ Cllr Mrs Read reported trouble with the catches/hinges on the public Notice Board – the Chairman will check.
- ◆ Cllr Mrs Read requested Speed Limit Sticker(s) for bins – Cllr Elliott or Chairman to supply
- ◆ Cllr Elliott has heard complaints about mud on the road by John Breach's farm – Cllr Barratt will remind the farmer to put up warning signs.
- ◆ The Chairman has had an email from a villager complaining about the nuisance caused by smoke from a bonfire on a neighbour's land - she will put an article in Spotlight asking people to be considerate.
- ◆ The Chairman reminded everyone that contributions to the Guy Fawkes bonfire should be put on the Playing Field in good time.
- ◆ The Chairman asked if there was any further information about the recent burglary in the High Street – at the Tudor Cottage detached dwelling. Cllr Elliott said there was some CCTV footage – from cameras across the road – but he did not think it was clear enough to be helpful.

There being no further business requiring discussion  
the Chairman closed the Meeting at 9.28pm

**Next Meeting 9 November**



**BULKINGTON PARISH COUNCIL**  
Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT

Minutes of the Meeting of the Parish Council  
held in the Village Hall at 7.30pm on 25 November 2015

Present: Cllr Mrs S Oliphant in the Chair  
Cllrs S Barratt, O Coles, Mrs C Crawford, G Elliott and C Ogilvie  
Cllr J Seed (Wiltshire Council)

1 member of the public – Mr Bennett

Clerk Mrs F A Price in attendance

The Meeting started at 7.30 with

**OPEN FORUM**

Cllr Seed spoke

**[?]** Fracking Wiltshire Council's response to consultation on its way to central Government, which now has power to grant or refuse licences. The Chairman said Wiltshire Council Website would not accept her objection – Cllr Seed to check. She went on to say that if a licence is granted, the local Council must give planning permission: to stop access to the drilling site the PC must get local people to band together, and she will try to arrange a Parish Meeting to get the village interested.

**[?]** Area Board grants Melksham gives more than most - put requests in while funds still available.

The Chairman is in consultation with Keevil PC about sharing costs of a Speed Indicator Unit "SID" with Keevil and other villages. Wiltshire Council will no longer operate SIDs in villages. The costs will be to support batteries and training and we may seek help from the Area Board.

**[?]** Highways replying to Cllr Ogilvie, Cllr Seed said the Council is now doing more than recently, but would be glad if Towns/Parishes could take on some local tasks.  
[7.45 - Cllr Seed left to go on to another meeting.]

The Chairman distributed copies of Mr Bennett's letter to the Clerk, dated 19<sup>th</sup> November; she reminded Cllrs of their duty to be objective, especially in regard to his view that the PC has failed to follow due process.

Cllr Barratt asked Mr Bennett if such feelings were shared in the village – Mr Bennett replied that some feel that certain individuals are favoured.

The Chairman expressed disappointment that no-one comes to Parish Council Meetings to voice concerns or ask questions.

She then quickly went through the Clerk's reply to Mr Bennett's letter – he acknowledged the Clerk's apology for any confusion over the change of date – and went on to his points about walkers, footpaths, stiles etc

There followed a long discussion of blocking of footpaths, especially by standing crops when a path does not follow the edge of a field – Cllrs Coles and Elliott remarked that when a path is well-used walkers follow its line immediately after cultivation, so preventing seedlings growing up to block it, however acknowledged that whilst this may be a local custom, it is against the law and landowners must not ignore their responsibilities regarding footpaths, access and stiles. The Chairman agreed with Mr Bennett's suggestion to write to all landowners to remind them of their responsibilities.

**Chairman** to write to individual farmers on the details

Mr Bennett raised the question of the correct design of stiles – the Chairman gave Cllr Elliott some information on access regulations including stiles 'kissing gates' etc On the problem of paths getting churned and rutted in wet weather the Chairman noted that Mr and Mrs Gray refused to allow the PC to put scalplings on the footpath from the Pumping Station where it crosses their land, but said she would make further enquiries of the Parish Steward

Mr Bennett requested that the matter be referred to Wiltshire Council if the Chairman's letters to farmers do not produce the desired effect

Mr Bennett clarified his view about the PC's failures in integrity and clarity: he feels that the PC is not objective because it does not always insist that non-financial interests be declared.

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He suggested that land ownership in relation to footpaths be clearly stated: he will inform the Chairman of the exact details.

At 8.30 the Chairman went on to the Agenda:

1. **Apologies for Absence:** Received and accepted from Cllr Mrs Read who is unwell; and Police – Chairman has Report see **4. Reports**
2. **Declarations of Interest :** Cllr Mrs Oliphant for Playing Field; Cllr Mrs Crawford for Housing; Cllrs Elliott and Coles for Footpaths and related matters.
3. **Minutes of 16 September Meeting:** Accepted as a true record, with 1 correction – the Date of the November Meeting was later changed to 25<sup>th</sup> because the Chairman and Cllr Ogilvie were unable to attend on the 18<sup>th</sup>.
4. **Reports, Correspondence:**
  - Police Report: No problems in Bulkington, but general watchfulness advised, especially in the run-up to Christmas.
  - Vehicle Speed: to establish whether speeding is a reality the Chairman has applied to Melksham Area Board for a “Metro Count” speed check in Bulkington. This will be discussed on 14<sup>th</sup> January at the next Community Area Transport Group Meeting. Issue 4330 on Wiltshire Council website.  
Keovil PC would like to take over management of a “SID” to share with Bulkington, Steeple Ashton and Bratton – costs would be roughly £200 each for training and replacement batteries.  
Speed limit stickers for domestic refuse bins have arrived and will need to be distributed to individual houses – Cllrs Mrs Oliphant for Wickleaze Lane, Coles for Mill Lane, Ogilvie and Barratt for High Street volunteered to do this.
  - C20 Worton has made no further contact; however, the hedges that block sightlines at junctions are now being cut back.
  - Lack of refuse bins near footpaths etc :Stuart Renfrew has confirmed that there is no budget for more bins, and that if one is damaged it will not be replaced. If the PC purchases a bin it will have also have to fund the refuse collection. The Chairman suggested asking the pub owners to take the waste in their contract skip, however Cllr Coles volunteered his skip for Mill Lane.  
Cllr Coles volunteered to deal with the damaged bin mount near the Playing Field. Cllr Mrs Crawford suggested the PC should wait until spring/summer to see if an additional bin is still required.
  - PC Minutes in Spotlight – a summary of the draft Minutes will appear in Spotlight.
  - LINK Scheme: Seend scheme covers Bulkington. Only 1 volunteer driver lives in Bulkington – David Raby-Cox. The scheme has no requests from Bulkington. The Chairman suggested that Bulkington villagers may not be aware of the scheme. Cllr Ogilvie will put details including the coordinator's telephone number on the website.
  - Fracking : Chairman and Cllrs Mrs Crawford, Ogilvie and Barratt will get all available information before calling a Village Meeting.
  - Highways changes – Newsletter expected in December, Cllr Ogilvie will put information and the “App” for reporting problems on the website.

5. **S.137 Local Government Act 1972:** No new Application received.

6. **Finance:**

The Clerk reported no problems with Progress against Budget, and went on to state that for the 2016-17 Precept – to be considered in January - Wiltshire Council's "top-up grant" in its final year, is only £14.65 and to be ignored.

Bulkington's Taxbase – the equivalent number of Band D properties, is 120.96, up 3.95,

which means that the Parish share of the Band D rate will *fall* by £1.26 to £37.20 – if the Precept is unchanged.

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6. **Finance: contd**

Each £100 rise in Precept would add about 87p and a £150 rise would bring the Band D rate almost exactly to the 2015-16 figure. She circulated a summary set of figures to make this clear.

Clerk's Report for this Meeting

<b>Received since last Meeting:</b>		
Date	From	£
9 Oct 15	Lloyds Bank – Interest on Deposit A/c	0.30
23 Oct 15	Village Hall – ex-VAT fire extinguisher service	98.41
9 Nov 15	Lloyds Bank – Interest on Deposit A/c	0.31

<b>Paid since last Meeting:</b>				
Date	Payee	Amount £	[inc VAT]	Chq no.
23 Oct 15	Playsafety Ltd – P F safety check	117.60	[19.60]	135
	Bulkington in Bloom – spirals & canes for saplings from Woodlands Trust	35.00	-	136
	Protect Fire Equipment Ltd – Village Hall fire extinguisher service	118.09	[19.68]	138

Note – cheque no 137 cancelled

<b>Authorised at this Meeting:</b>				
Date	Payee	Amount £	[inc VAT]	Chq no.
25 Nov 15	Bulkington Playing Field – for Fireworks bought from Roses, ex-VAT to be reimbursed	500.00	[83.35]	139
	Royal British Legion - Wreath + donation	50.00	S.137	140

	SLCC – Clerk's 2016 subscription	65.00	-	141
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When billed: Grasscutting contract - £840

When new Cheque signatories finalised: Speed stickers for domestic bins - £87.90,  
(reimbursement to Cllr Mrs Oliphant)

[Estimated] Bank Balances after these payments:

Treasurer's [Current]	2721 3368	£99.68
Bus Bank Instant [Deposit]	2721 4460	£8,463.82

Cheque signatories: the Chairman has downloaded the Bank's forms for changes -  
Cllrs O Coles and G Elliott to replace retired Cllrs - Cllr Ogilvie offered to help with  
any problems.

**7. William Breach Centenary Playing Field:**

Cllr Mrs Oliphant reported that the Cttee (PFC) is reduced to 2 members – herself and  
Mr Crawford. PFC has relied on Volunteers to undertake maintenance and deal  
with issues raised in the RoSPA report. The alternatives are to rope off any  
equipment reported as unsafe or employ someone to undertake maintenance like other  
villages – eg Steeple Ashton.

Cllr Mrs Crawford suggested that any such cost should be paid out of PF funds,  
currently £1,500. The PC debated the sustainability of this idea and  
discussed whether the Parish Council should take over, and concluded that if this  
were the case, the PFC would never  
be willing to take responsibility for maintenance.

Cllr Mrs Crawford suggested a real effort to revive the Cttee in the spring.

Cllr Mrs Oliphant agreed, pointing out that the Field is less used during the winter,  
and none of the problems is really dangerous.

Cllr Barratt volunteered to do minor jobs himself and to ask around for someone for  
bigger repairs – Cllr Mrs Crawford said that any repair requiring a  
professional could be paid for out of PF funds.

Cllr Ogilvie wondered if the Area Board would give grants for improvements.

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**7. William Breach Centenary Playing Field: contd**

Cllr Mrs Crawford reported a successful Fireworks evening – 392 attended, and there  
was a profit of £570, with some money put aside for a summer event.

There was no shortage of volunteers for the event, which is promising for the future.

**8. Planning:** No Application or Wiltshire Council decision received.

**9. Any Other Business:**

Cllr Mrs Crawford reported complaints about low-flying helicopters on the previous  
Tuesday. Sorties are published on the Brize Norton website and any concerns should  
be noted here.

Cllr Ogilvie will attend a Melksham Emergency Planning Workshop

on Thursday 3<sup>rd</sup> December, 5.30-7.30pm.

There being no other business requiring discussion,  
the Chairman closed the Meeting at 9.25pm

Next Meeting, to include 2016-17 Precept Setting,  
scheduled for 20th January 2016

## **BULKINGTON PARISH COUNCIL**

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4R

Minutes of the Meeting of the Parish Council  
held in the Village Hall at 7.30pm  
20 January 2016

Present: Cllr Mrs S Oliphant in the Chair

Cllrs S Barratt, O Coles, Mrs C Crawford, G Elliott, C Ogilvie and Mrs A Read

2 members of the public – Mr Bennett and Mr Difford

Clerk Mrs FA Price in attendance

The Meeting started at 7.40 – (Clerk and Cllr Mrs Read delayed by weather) with

### **OPEN FORUM**

? Mr Bennett gave the Chairman photographs showing footpath problems – damaged stiles etc – as he had promised.

? He also raised some points in his earlier letter, Chairman to clarify **see 4.**

### **Reports**

? Mr Difford said he only wanted to change the conservatory in his garden in order to keep in with the general appearance of the house -

**see 8. Planning**

- ☐ Cllr Mrs Crawford reported 2 instances of damage to the stone markers, chains and grass surrounding the War memorial: first by a BOC lorry making a delivery – she contacted the company and got the insurance report number, no news as yet; second by the School Bus.

The Chairman went on to the Agenda:

1. **Apologies for Absence:** Received and accepted from Cllr Seed – another meeting and Police – Chairman has report. **See 4.**

**Reports**

1. **Declarations of Interest:** Cllr Mrs Oliphant for Playing Field; Cllr Mrs Crawford for Housing; Cllrs Elliott and Coles for Footpaths and related matters; Cllrs Ogilvie and Mrs Read for **8. Planning** – as neighbouring householders; All Cllrs except Mrs Oliphant (Council Tax payer in Keevil) for **6. Finance**  
Precept Setting

1. **Minutes of 25 November Meeting:** Accepted as a true record, with the note that the date of the January Meeting was later changed to 20<sup>th</sup> because of delays to Village Hall decoration.

1. **Reports, Correspondence:**

- ☐ Co-option of Councillors – Chairman summarised her letter to Mr Bennett, who had said that the reporting in the Minutes was confusing and gave the impression in the Village that the PC favours certain individuals over others.

- ☐ Footpaths – the Chairman summarised her letter to landowners about their responsibilities, which asked for a reply by the end of the month.

- ☐ Cllrs Barratt and Ogilvie and Mr John Scott are walking all the paths, checking their condition including the state of repair of stiles, gates etc

The Chairman will collect all responses and communicate to Cllr Seed.

Cllr Mrs Read said that in the past the footpaths were checked regularly, and from the floor

Mr Difford said that one person who used to do this had moved away.

- ☐ Police Reoprt: no problems in Bulkington.

Police are visiting local Schools to warn about “Cyber Crime”.

- ☐ Speeding: Speed limit stickers not yet distributed except by Cllr Barratt – he remarked that only *one* has actually gone on a bin – and the houses to be covered were clarified:

Cllrs Mrs Oliphant for Wickleaze Lane and North side High Street from Lawn Farm to the pub;

Mrs Crawford S side High St from Wickleaze Lane to The Close; Coles for Mill Lane and S side High St to Wickleaze Lane; Elliott for N side High St from pub to no1 Bulkington.

All to be done by Monday 25<sup>th</sup>.

- ☐ No report so far on Community Speed Action Group or Metro Count.

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4. **Reports contd**

- ☐ Mobile Speed Indicator – cost shared by 5 villages, contributing £105 each

- ☐ C20: referred to Community Action Group. Cllr Coles will speak to the landowner about trimming hedges at junctions.

- ☐ Bulkington Minutes in Spotlight – Chairman has arranged for a summary, about 750 words, but publication dates mean that November's report will go in the february issue, January's in March. In future, summary to go on the Website along with Draft Minutes.

❓ Fracking: Cllr Ogilvie reported that the Meeting he attended was really a recruitment exercise, but he has visited various websites and found plenty of information available – however Cllr Mrs Crawford said that it is hard to separate the wheat from the chaff in all this - Cllr Ogilvie agreed that there are substantial *anti*-fracking campaigns, but some fairly balanced films etc are available. The main point is to be sure of your ground before taking the first step. Cllr Mrs Read stressed the importance of getting a balanced view.

The Chairman said all should watch the films etc and then decide what to do.

❓ Emergency Plan: Cllr Ogilvie is close to a final version for 2016 and has called a meeting for 3<sup>rd</sup> February to agree details. He will apply to SSE for funds for printing costs – the idea is to tell everyone there is a plan and how to find it.

The Chairman stressed the importance of getting information out to the whole village.

❓ Flooding and Drainage: the Chairman reported some recent flooding in Wickleaze Lane, but Cllr Ogilvie said there had been none elsewhere in the village – water seems to be better managed this year, although Highways are doing less and less.

**5. Section 137 LGA 1972:** No Application for the current financial year received, but PCC requests the PC raise the 2016-17 Grant towards Churchyard maintenance see **6. Finance**

**6. Finance:** The Clerk reported normal Progress against the 2015-16 Budget.

She then presented draft Estimates for 2016-17, drawn up in consultation with the Chairman.

<b>Administration</b>		£
Clerk	Salary	1,400
	Travel	180
	Post, Telephone, Stationery, Copying	250
	SLCC Subscription	70
	Village Hall Heating, Clerk's Broadband costs	124
Audit Fees	Internal only (External no charge)	30
Insurance	General, inc Premium Tax and Admin Fee (Fireworks included)	
Village Hall Hire	6 PC Meetings + estimated 4 Planning @ £9 a session	90
<b>Playing Field</b>	Grasscutting, inc Pond and Cross	1,000
	RoSPA Safety Inspection	100
	[Fireworks, immediately reimbursed by PF Cttee - £450]]	
<b>Maintenance</b>	Hedgecutting	100
<b>Training</b>	Clerk, 2 new Cllrs for WALC course when available	75
<b>Subscriptions</b>	WALC & NALC £100, Community First £36	136
<b>Publications</b>	Local Council Review £17, Other £20	37
<b>S137, Donations</b> est max £600	Regularly inc British Legion wreath + donation, contributions to PCC – Churchyard upkeep, <u>Spotlight</u> – production costs	250

<b>Contingency</b>		100
<b>Estimated Total</b>		<b>4,642</b>

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## 6. Finance contd

Using these figures, which allow for a rise in Grasscutting costs if AW Services' move to Bristol forces a change of contractor, **Chairman will** contact AW Services and the change in Taxbase reported in November, the Clerk recommended Precept request of £4,650 [+ £14.65 Wiltshire Council Grant], leaving Band D tax rate almost identical to 2015-16.

**Proposed:** Cllr Mrs Oliphant    **Seconded:** Cllr Ogilvie    **All in Favour**

(Clerk to deliver Precept form directly to County Hall to beat Friday deadline)

Clerk's Report for this Meeting:

<b>Received since last Meeting</b>		
Date	From	£
9 Dec 15	Lloyds Bank – Interest on Deposit A/c	0.29
11 Jan 16	Lloyds Bank – Interest on Deposit A/c - estimated	0.28

<b>Paid since last Meeting</b>				
Date	Payee	Amount £	[inc VAT]	Chq no
21 Dec 15	AW Services - Grasscutting	840.00	-	142

**Authorised at this Meeting - none**

[Estimated] Bank Balances after thes Payments:

Treasurer's [Current]	2721 3368	£759.68
Bus Bank Instant [Deposit]	2721 4460	£7,464.39

Cllr Mrs Crawford has the Playing Field Cttee's cheque for £416.65 - ex-VAT Fireworks reimbursement – and will pass it on to the Clerk as soon as possible.

Cheque signatories: the Chairman hopes to conclude change soon – Cllr G Elliott and Cllr Mrs Crawford will provide specimen signatures etc – Cllr Coles has withdrawn..

## 7. William Breach Centenary Playing Field:

Cllr Mrs Oliphant

## BULKINGTON PARISH COUNCIL

Clerk: Mrs F A Price 1 The Croft Urchfont Devizes SN10 4RT

### DRAFT

Minutes of the Meeting of the Parish Council  
held in the Village Hall at 7.30pm on Wednesday 9 November 2016

Present: Cllr Mrs S Oliphant in the Chair  
Cllrs S Barratt, O Coles, G Elliott, Mrs A Read

Cllr J Seed – Wiltshire Council

2 members of the public ( Mr Bennett and Mr Kerslake) and  
Mr P Bevan – expecting to be Co-opted to fill vacancy caused by Mr C Ogilvie's resignation.

Clerk: Mrs F A Price in attendance

The Meeting started at 7.30 with

### OPEN FORUM

- Problems with Footpath/Bridleway Erlestoke 1 – Chairman to send details to Cllr Seed, who will contact Cllr Whitehead and/or Richard Broadhead and Paul Millard of Highways.
- Stile on Bulkington 5 - too high, not securely fixed, some obstruction beside stile
- Temporary fence blocking Bulkington 8 - Cllr Elliott explained the grazing is rented and the fence is to keep young stock in the field, - he promised to deal with the matter, adding that the animals will soon be brought indoors, ending any problem.
- Mud on road by Manor Farm (John Breach) – complained of at last Meeting – is now dangerous, especially in wet weather. Also, cattle are walked across without any warning lights or signs etc. Cllr Mrs Oliphant will write to the farmer.

Cllr Seed then spoke -

- He drew attention to next week's Melksham Area Board Meeting – to be at 2pm for the convenience of older people, since matters of concern to them are to be discussed.
- He urged the Parish Council to get any Grant Application in quickly, just before or just after Christmas. Some PC s, eg Keevil, are asking for help with buying their own grasscutting equipment – this to be discussed under **9. Playing Field**.
- The PC should appoint a replacement for Mr Ogilvie to be in charge of flood precautions.
- Cllr Seed will take up Mrs Oliphant's report that the Parish Steward did not make his scheduled visit on 13 October and there has been no response to her complaint to Mr Cadwallader. The next Parish Steward visit is due on 10 November with ditch and drain clearance the top priority.

Cllr Seed left at 7.45, and the Parish Council proceeded to the Agenda:

- 1.
2. **Co-option of new Councillor:**

The process leading to Mr Bevan's co-option was challenged from the floor: the Clerk had posted the proper Notice of Vacancy but had received no response; she was later informed by the Chairman that Mr Bevan was willing to be co-opted, but no further details reached her.

Cllr Mrs Oliphant then described her actions, and after some argument concluded that she had not followed correct procedure and therefore resigned, both as Chairman and as a Councillor.

Cllr Barratt suggested she agree to remain as a Councillor at least until the May

Elections, but Mrs Oliphant refused, gathered up her papers and left the room at 8pm.

All present agreed that proper procedure had not been followed, and Mr Bevan withdrew, followed by the 2 members of the public.

The remaining Cllrs agreed that in future all such announcements should appear on the Website as well as the Notice Board, and Cllr Barratt will look into the possibility of printing flyers and distributing them house-to-house.

**See 11. AOB**

The Clerk will advertise 2 Casual Vacancies as soon as possible.

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Cllr Mrs Read agreed to take the Chair for the rest of the current Meeting and the January and March Meetings unless the Parish Council wishes to elect another Chairman to serve until May.

All agreed, without a vote being taken.

The Parish Council proceeded to the regular Agenda

**2. Apologies for Absence:** Cllr Mrs Crawford – called away on business [received late]

**3. Declarations of Interest/ Dispensations:**

Cllr Mrs Read for the Village Hall, Cllr Elliott for Footpaths and related matters;

**1. 4. Minutes of Meeting on 14 September:** Accepted as a true record, with 2 minor corrections:

under **7. Playing Field** *add* – “a professional fitter will be needed for loose bolts on swings etc, Cllr Coles can contact a worker on the Bowood estate” and

under **9. AOB** *for* “remind” *read* “suggest” ... the farmer put up warning signs

The Minutes were then signed by the Chairman.

**1. 5. Reports:**

[a] Emergency Plan : Cllr Barratt reported that the Plan is now on the Website with information and

suggested courses of action – in particular, do *not* plunge into a flood but contact 999.

Other emergencies such as a power cut, heavy snow or an epidemic need to be considered.

The plan is not absolutely complete, but Mr Ogilvie wishes to step down and a Cllr should in any

case read it in detail before approval –

Cllrs Coles and Elliott will do so and report to the January PC Meeting.

If the Village Hall is to be the assembly point a list of keyholders will be needed – Cllr Mrs Read

named herself, and the neighbours Roger and Liz Futter, and Mr and Mrs Boulton.

Cllr Elliott suggested that The Well is much more centrally placed.

[b] C20 – Cllr Elliott to contact the farmer about trimming the hedge at the Poulshot T-junction.

The results of recent Limiter checks are not yet known.

[c] Parish Steward – Mrs Oliphant to contact if possible.

[d] WWI centenary – Cllr Barratt has a quotation of £550 + VAT for grinding out the stump, and suggested applying for an Area Grant for “refurbishment of War Memorial site in preparation

for 2018”, this to be Phase 1 of the project.

For Phase 2 Cllr Barratt wants a polished stone plaque with a simple inscription, laid flat –

intended to last another 100 years. For this he has a quotation of some £400 including VAT from James Long, and Cllr Coles will enquire about alternative masons.  
Cllr Mrs Read is to attend the next Area Board and will try to consult Cllr Seed

**6. S.137 LGA 1972 – No Requests received**

**7. Finance:**

The Clerk reported that Wiltshire Council has set Bulkington's taxbase for 2017-18 at 118.62:

this is the equivalent number of Band D properties.

To calculate the Band D tax, the total Precept should be divided by this figure.

Figures to assist Councillors in deciding on the Precept to be requested at the January meeting:

Precept *unchanged* at £4,650 gives Band D tax of £39.20, a rise of under £1 from recent years;

Precept *down* to £4,500 (as in 2014-15 and 2015-16) gives £37.93 – a fall of about 50 pence.

To keep Band D tax at about £38.50, the Precept would have to be £4,567, £83 less than 2016-17.

She advised that in view of increasing costs a small *rise* in the Precept, to £4,700, be requested -

this would take Band D tax *up* to £39.62, just over £1 more than in recent years.

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**7. Finance contd**

Report on activity since last Meeting:

:

<b>Received since last Meeting</b>		
Date	From	£
10 Oct 16	Lloyds Bank – interest on Deposit A/c	0.44
7 Nov 16	Lloyds Bank – interest on Deposit A/c - <i>est</i>	0.4

<b>Paid since last Meeting</b>				
Date	Payee	Amount £	[inc VAT]	Chq no
19 Oct 16	Playsafety Ltd – RoSPA Playing Field safety check	126.00	[21.00]	165

<b>Authorised at this Meeting</b>				
Date	Payee	Amount £	[inc VAT]	Chq no

09/11/16	Bulkington Playing Field – for November 5 Fireworks to be purchased from Rose	Up to 500.00		166
	Royal British Legion – wreath and donation	50.00		167

When billed – Clerk's SLCC subscription.

**8. Correspondence:**

- Highways Newsletter for October – listing Area Managers and Engineers, and new Portfolio Holder Wiltshire Cllr Mr Alan Macrae.
- Churchwarden Anne Saywell's reply to Clerk's questions about Burial Provision – for a Government Survey. In brief, the Churchyard is open for burials and will be so for some considerable time to come – Bulkington has no “Civil Cemetery”. Cllrs commented that there are more cremations than burials nowadays.

**9. William Breach Centenary Playing Field:**

1. The November 5 Firework display was a great success, in spite of concerns about the possible effects of a Saturday date

A detailed report was not possible in the absence of both Mrs Crawford and Mrs Oliphant.

For RoSPA Inspection Report see AOB.

**10. Planning:**

Since last Meeting :

**(1) Application 16/08827/FUL –**

Two Replacement Poultry Buildings and Associated Facilities at Leaze Farm on 19 October PC decided to SUPPORT this latest Application

**(2) Application 16/08948/FUL -**

Granny Annex, Garage and Store  
Tynings Farm  
24 Bulkington Drove  
SN10 1SN

Mr and Mrs T Taylor  
The Well

Assigned Officer David Cox

on 19 October the PC decided to SUPPORT the Application

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**11. Any Other Business:**

◆ Cllr Barratt reported that RoSPA listed 30 items needing attention, but most are low-risk. Two are listed as high-risk : the zip-wire is too slack, and the cantilever swing should be dismantled – if retaining bolts shear when a child is within range the result could be fatal.

Cllrs Coles and Elliott will dismantle the swing as soon as possible, while waiting for professional check and repair.

The Zip wire probably needs adjustment before getting a safety certificate.

- ◆ All agreed that the PF Cttee urgently needs reviving.
- ◆ Cllr Barratt will look into organising a flyer announcing the 2 Casual Vacancies, this will supplement Notices on the Notice Board and Website.

There being no further business requiring discussion  
the Chairman closed the Meeting at 9.23pm

**Next Meeting 11 January 2017**

**to include 2017-18 Precept**