

MINUTES

Annual Meeting of the Parish Council

Wednesday 10th May 2023 @7.30pm, Charles Willis Hall

1. **Members Present:** Cllr. Rob Robinson, Cllr. Nancy Bryant, Cllr. Nick Tyler, Cllr. Sally Wilkinson, Cllr. Dave Denny
Apologies for Absence: Cllr. Geoff Dickerson, Cllr. Mark Cawley
Members of the public: 1

2. **Election of Chairman, Vice Chairman & Responsible Financial Officer**
Chairman – Cllr. Geoff Dickerson: Proposed by Cllr. Nancy Bryant and seconded by Cllr. Nick Tyler. All approved
Vice Chairman – Cllr. Rob Robinson: Proposed by Cllr. Nancy Bryant and seconded by Cllr. Dave Denny. All approved
Responsible Finance Officer – Cllr. Mark Cawley: Proposed by Cllr. Sally Wilkinson and seconded by Cllr. Nick Tyler. All approved

3. **Declaration of Acceptance of Office**
Cllr. Rob Robinson duly signed the Declaration of Acceptance of Office in accordance with the Code of Conduct.
Cllr. Geoff Dickerson and Cllr. Mark Cawley to sign at next meeting.

4. **Roles & Responsibilities**
Amenities Committee – Cllr. Sally Wilkinson
Area Board – Cllr. Mark Cawley with Cllr. Dave Denny as substitute
Calne Area Parish Forum – Cllr. Nancy Bryant
Local Highway & Footway Improvement Group (LHFIGs – formerly CATG) – Cllr. Dave Denny
Crime & Policing – Cllr. Nick Tyler
Defibrillator - Cllr. Sally Wilkinson
Farm Watch – Cllr. Nick Tyler
Heddington Recreation Ground – Cllr. Sally Wilkinson
Highways – Cllr. Rob Robinson
Neighbourhood Watch – Cllr. Nick Tyler
Parish Steward – Cllr. Rob Robinson
Phone Book Swap – Cllr. Sally Wilkinson
Planning & Enforcement – Cllr. Geoff Dickerson
School & Pre-school – Cllr. Mark Cawley
Transport – Cllr. Sally Wilkinson
Village Clean – Cllr. Geoff Dickerson
Village Hall – Cllr. Nancy Bryant

Meeting ended at 7.35pm

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2. **Approval of Minutes of Meeting Held on Wednesday 8th March 2023**
Adoption of the minutes of the meeting held on 8th March 2023 were agreed unanimously as a correct record of the meeting. Copies signed for the minute book.

3. **Declaration of Interests**
a) Declaration Of Interests in Relation to The Below Agenda: None

4. **Receipt of Public Questions:** None

5. **Correspondence (not covered elsewhere):** The goal posts offered by Compton Bassett Parish Council have gone elsewhere.

6. Planning Applications

- a) **19/05029/FUL:** Holley Hextall Stone Yard - Retention of Timber Cabin And Siting Of Second Timber Cabin - No update
- b) **PL/2022/05156:** All Oaks Farm (Near Pooks Farm) – Notice served. Occupants have until 25th May 2023 to object.
- c) **PL/2022/08432:** Corner House, The Common - Extension and outbuildings – No update.
- d) **PL/2023/01374:** Field Gate House, 5 Scotts Close, Heddington - Erection of a detached outbuilding with room over accommodating incidental uses. – No update
- e) **PL/2023/01493:** 2 Heddington Wick, Church Road Junction at Heddington Wick East To Heddington, Heddington – Proposed 2 storey side extension, all existing windows replaced – No update
- f) **PL/2023/03033:** Southwinds, The Old Turnpike, Heddington – Single storey extensions. Render whole house – No adverse comments
- g) **PL/2023/01869:** 2 Hillside Bungalow, Church Road, Heddington – Single storey rear extension to extend kitchen, bathroom and bedroom and replace existing conservatory. – No adverse comments
- h) **PL/2023/03289:** New Block Splatts House, The Splatts, Heddington - Consent Under Section 37 of the Electricity Act 1989 for the Proposed Upgrade of Overhead Line from Phase 2 to Phase 3 – No adverse comments

7. Finance & Accounts

- a) Annual Governance & Accountability Return (AGAR) 2022/23:
 - i) External Audit (Exemption Certificate) – All approved
 - ii) Annual Internal Audit Report 2022/23 – All approved
 - iii) Annual Governance Statement 2022/23 – All approved
 - iv) Accounting Statements 2022/23 – All approved
- b) Budget Review 2022/23 – moved to next meeting
- c) VAT Return – all ok
- d) Balance Of Accounts – All ok
- e) Invoices Received – All ok
- f) Review Of Backdated Income from SSE For Works on Heddington Common – moved to next meeting as Cllr. Geoff Dickerson to investigate. *Geoff*
- g) Electricity Bill for Village Car Park – Solar LED's in public spaces are expensive. Electricity prices are now coming down. All agreed to continue with current practice.

8. Calne Without Parish Council – Transfer of Monetary Assets

Cllr. Mark Cawley and Cllr. Dave Denny attended last meeting. Discussion over possible income from Forest Gate Solar Farm. Seems like Derry Hill would get 75% of this and remaining 25% to be split amongst other councils. Still under discussion. No meetings planned at present.

9. Roads, Footpaths & Hedges

- a) Parish Steward Update – Will be in the village next week. There are some blocked drains to clear, strimming and verges to cut back from road edges. *Rob*
- b) Removal of ditch and tree clearance piles from the verge near Andrew Browns yard – Andrew is aware of this and will be cleared by end of this year.

10. Parish Matters

- a) Remembrance Bench – Cost is an issue. It may be worth the proposer contacting the Amenities Committee for funding.
- b) Fence by the old Coachworks – Still to be done when weather permits. *Nick/
Geoff*

11. King Charles Coronation Mementos

Cllr. Mark Cawley spoke to the school about this, and they already had plans to do something.

12. Parish Council Admin

- a) Web Site – all ok. Clerk asked if all Cllrs. could check their details online and let her know if incorrect.
- b) Link Councillor Updates – Cllr. Sally Wilkinson reported the Book Box has been cleaned and books renewed.

13. Matters for Next Meeting: Possibly something being built in field near Mr Bonds house. Cllr. Geoff Dickerson
to investigate.
Village Clean up after the Steam Rally.

Geoff

Nick

Meeting started 7.35pm and ended 8.10pm

Future Dates: *12th July*
 13th September
 8th November