

**Minutes of Atworth Parish Council AGM  
held on Wednesday 16<sup>th</sup> May, 2012.  
7pm, at Atworth Village Hall**

1. **Attending.** Effie Gale-Sides, Bill Cooke, Alan Bagnell, Arnold Snowball, Mitch Roberts (Parish Clerk), Maureen Weston, Mark Griffiths
2. **Welcome and Apologies.** Tom McMahon, John Lambert, Robert Hole, Robert Floyd, PC Barry Dalton
3. **Election of Chairman, Vice Chairman, Sub Committees and representatives on outside bodies.**

**Resolutions:**

Chairman nomination - Effie Gale-Sides - proposed by Bill Cooke and seconded by Maureen Weston. All in favour

***ACCEPTANCE OF OFFICE DECLARATION TO BE SIGNED***

Vice Chairman nomination – Bill Cooke – proposed by Maureen Weston and seconded by Alan Bagnell. All in favour

Planning subcommittee – Effie Gale-Sides, Robert Hole, Robert Floyd, John Lambert, Arnold Snowball. All in favour

Brownes Education Foundation – This is now closed, requiring no representative

Community Safety & Police (NPT) – Arnold Snowball and the Parish Clerk.

Footpath Representative – David Webb.

Hospital Representative – Maureen Weston.

Community Area Partnership = Maureen Weston and the Parish Clerk.

School Representative – Effie Gale- Sides

Village Hall Representative – Maureen Weston

Wiltshire College Representative – Maureen Weston

Youth Club Representative – Tom McMahon

Community Emergency – Maureen Weston, Sandy McFarlane, William Bird

The Rural Councils Village Representative was not resolved, due to a lack of information. The Parish Clerk will investigate the requirement and report back at the next meeting

**ACTION PARISH CLERK**

#### 4 Declaration of Interests – There were none

#### 5 Minutes.

The minutes of the 21<sup>st</sup> March 2012, meeting. Bill Cooke asked that the entry under AOB – Church Wardens Elections be removed as it is a duplication entry. Following this correction the minutes were approved as a true record of the meeting.

Proposed by Alan Bagnell and Arnold Snowball

#### 6 Matters Arising

- **Community Policing** In the absence of Barry Dalton an update has been forwarded to all elected members.
- **Melksham Area Board** The Chair and Parish Clerk had attended these meetings and found them to be of value. Anything relevant to the wellbeing of Atworth is always brought to the attention of our elected members.
- **Autumn Show Funding** Fred Pooley provided a summary of the finances for this village event. He also presented detail regarding the history of the event and the wish to sustain its future. A request for funding had previously been submitted for members consideration at the March 2012 meeting.  
**Resolution:** That a sum of £200.00 be granted. Proposed by Arnold Snowball and seconded by Maureen Weston. A vote followed which required the Chair to use a casting vote. The grant was awarded. Maureen Weston added that it brought the community together and Arnold Snowball mentioned that he had been suitably impressed following his first visit to the show.
- **Community Area Partnership** The Parish Clerk attends these meetings and finds them extremely useful, for example the recent provision of audio visual equipment for our Annual Parish Assembly.
- **Approval of Accounts 2011/12** **Resolution:** These were accepted as true record and will now be forwarded to the internal auditor. Proposed by Maureen Weston and Arnold Snowball.
- **Donations and Grants** An award of £350.00 from the Area Board has been received. This is to financially support the provision of the Jubilee Time Capsule.
- **Review of Financial Regulations, Risk Register and Standing Orders** Members asked if this item could be an agenda item at the July 2012 meeting in order for them to have more time to examine the documents and comment accordingly.  
**ACTION PARISH CLERK**
- **Bus Shelter Timetables** Wiltshire Council has advised that they will complete the requirement this week.
- **Youth Club Lease** Neston Estate has asked us to prepare the new lease for their consideration. It was proposed by Maureen Weston and seconded by Alan Bagnell, that the Parish Clerk asks for the costs associated with this legal requirement.  
**ACTION PARISH CLERK**
- **Cycling on pavements** Members discussed this issue and felt that it did not warrant the purchase of appropriate signage. The clerk was requested to approach the school before the summer break, to speak to the pupils about the prevention of inconsiderate behaviour whilst cycling. If the message could be conveyed in the presence of their parents, that would be of enormous benefit.  
**ACTION PARISH CLERK**

- **Dowty site S 106** A discussion took place regarding the site's redundant sports pitch and the lack of access to it. John Polhill, from the floor, provided a useful resume of the site and its development including the S 106 aspects. Arnold Snowball proposed an alternative use for the site as a nature reserve / conservation area. Mark Griffiths informed the meeting that it could take several years to get the necessary approvals for such a scheme. Councillors were advised that the owner of the site was keen to develop it in order to capitalise upon the asset. It was agreed that the clerk should meet with John Polhill to discuss the background issues with a view to taking the issue forward.

**ACTION PARISH CLERK**

## 7 AGENDA ITEMS

- **Clock Tower Lighting** The clerk was instructed to investigate this proposal and also pursue the repair options for the clock tower door.

**ACTION PARISH CLERK**

- **Queen's Diamond Jubilee.** A summary of planned events was e mailed to all councillors.
- **New parking issues.** A new issue has been raised by Mr Pennie in Bradford Rd. The clerk has visited him and directed his issue to the relevant individual at County Hall.
- **Speed Watch.** Training will commence for the new volunteers on May 21<sup>st</sup>.
- **Clock Tower Valuation.** The valuation will be reviewed as it is felt that the current valuation of £21k is too low for insurance purposes.
- **Youth Club Funding.** Dawn Rossi outlined youth club activities, issues and proposals to improve the club. Dawn was advised that this request would be placed on the next agenda. She was also asked to give an indication of requirements and the money being requested.

## 8 Open Session

The Chairman then opened up the meeting to those attending and invited questions or comments.

- The forthcoming ATAG meeting was discussed. There were some concerns regarding the meeting's objectives being realistic. The adopted Parish Plan however, did include some of the issues. Those attending suggested that the Parish Council had already embarked upon improvements being delivered, Bradford Rd issues for example. Mark Griffiths advised that ATAG was not recognised as a decision making body. That role belongs to the Parish Council.
- The adoption of footpaths was also discussed briefly.

## 9 Correspondence.

- Autumn Show financial statement
- WALC and SLCC letter
- Cemeteries capacity survey
- Facilities survey
- Area Board Grant for the Jubilee Project
- Youth Club Funding Request

- Holt Manor Highways Issue

**10 Reports** There were none

**11 Planning**

W/12/00341/CAC

**WITHDRAWN**

Part demolition of West boundary wall. Demolition of remaining cowshed wall, garage/store and 2 x storage sheds. Construction of new South boundary wall. Building rear of 65 Bradford Rd

W/12/00340/FUL

Conversion and extension of stable building, to form a 3 bed dwelling. Part demolition of West boundary wall. Demolition of remaining cowshed wall, garage / store and 2 x storage sheds. Construction of new South boundary wall  
The Nursery, Coronation Rd

W/12/00379/FUL

Change of use of agricultural land into car park. Great Chalfield Manor

W/12/00349/FUL

Change of use and conversion of wood store to public toilet  
Great Chalfield Manor

W/12/00455/FUL

Clad brick wall with reconstituted stone cladding  
41 bath Rd Atworth

W/12/00721/TCA

Fell sycamore tree and silver birch  
The Dial House, Church St

**12 Financial Aspects**

**Authorisation of Cheques**

000840	HMRC	£598.42
000842	Salary (6 months)	£2,927.87
000843	Window cleaner	£16.00
000844	Software	£20.95
000845	AW Services	£47.85
000846	WI Catering	£35.00
000847	Mavis King, Arts Project	£400.00

The cheques were approved. Proposed by Arnold Snowball and seconded by Alan Bagnell

## Financial Statement as at 10<sup>th</sup> May 2012

### Bank balances

Barclays current account	£5,168.70
Santander deposit account	£8,015.97

### Add monies owed to Council

VAT refund due	£ 62.92
6 months precept	£7,311.00
	£20,558.59

### Deduct monies owed by Council

WALC Subscription	£377.52
AON Insurance	£ 1,399.72
Village Hall Rates (DD)	£91.60
Recreation Ground Rates (DD)	£125.95
Wessex Water (DD)	£125.12
Clerk Payment (6 months)	£3443.13
HMRC	£598.42
Software	£20.95
AW Services	£47.85
WI Catering	£35.00
Art Project	£400.00

**Total current net cash assets** **£13,893.33**

### Fixed assets

5 Bus shelters	£13,261.00
7 Wooden seats	£2,483.00
Funeral Bier	£1,707.00
Youth Club Premises	£268,421.00
War Memorial	£21,702.00

The financial statement was approved. Proposed by Maureen Weston and seconded by Bill Cooke.

### 13 Any Other Business

- A traffic issue exists in Holt. This is causing some inconvenience to residents in Great Chalfield wishing to drive to Trowbridge or Bradford on Avon, by the shortest route. The details will be e mailed to all elected members, for their support.

#### **ACTION PARISH CLERK**

- WALC and SSLC are keen for the Parish Council to know that they are there to support them. Further details can be obtained from the clerk. Maureen Weston stated that her experience of working with WALC was good.
- Mark Griffiths discussed CATG and the recent proposal to install traffic calming gateways at the village approaches. He advised that this was now firmly within

CATG's strategic plan and its agenda. If the parish Council were willing to financially commit to a pledge of £2,000 it may attract further funding from both CATG and the Area Board. This would realise the total project cost of £6,000. It was agreed to discuss this proposal at the next meeting as an agenda item.

**ACTION PARISH CLERK**

- Madam Chairman thanked everyone for their kind donation of flowers at the recent Annual Assembly.
- The Church warden at St Michael's Church has indicated that they do not wish to see a dog fouling bin installed at that location.

**There being no further business, the meeting closed at 9.15pm**

**14 Date of Next Meetings, 18<sup>th</sup> July 2012 and 19<sup>th</sup> September 2012**

**Date:**

**Signed:**

*Mitch Roberts*

Atworth Parish Clerk