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Atworth Parish Council

**Minutes of a Meeting of the Parish Council held on
Wednesday 16th May 2018 at 6.30pm in the Village
Hall, Atworth**

Present:

Cllrs. Effie Gale-Sides (EGS) (Chairman), Richard Clark (RC), Kate Hartley (KH), Sarah Horrell (SH)

There were two members of the public present.

Clerk: Phil McMullen

Ref. Agenda items

051/18 **1. Welcome**

The Chairman warmly welcomed those present to the meeting.

052/18 **1.1 Apologies for absence**

The Clerk reported that apologies had been received from Cllr. Phillipa Gray, Cllr Arnold Snowball and Ruth Gillings this evening.

053/18 **2. Election of Chairman**

Effie Gale-Sides was nominated by RC, seconded by SH and all were in favour.

054/18 **3. Election of Vice-Chairman**

Richard Clark was nominated from the Chair by Effie Gale-Sides, seconded by SH and all were in favour.

055/18 **4. Declarations of Acceptance of Office**

The Declarations of Office were duly signed by the newly elected Chairman and Vice-Chairman.

056/18 **5. Declarations of interest**

AS and RC are trustees of the Atworth Village Hall Charity. It was noted that SH is no longer the vice-Chair of the Youth Club, having resigned.

Closure of meeting for public participation

EGS explained that in this part of the meeting, the Public were entitled at this stage to speak to the Parish Council through the Chairman.

Public Participation

A member of the public present this evening wished to speak regarding an item in Correspondence. His comments were noted and the thanks of the Council recorded for the information provided.

Reconvene meeting

The meeting was reconvened.

057/18 6 **Representative nominations**

Councillors were allocated to groups and organisations as follows:

- Village Hall and Recreation Ground - EGS
- Community Safety Group - EGS and Clerk
- Footpaths -
- Health & Wellbeing - Clerk
- Community Area Transport Group (CATG) - RC
- Youth Club - SH
- Community Resilience - All
- Personnel & Finance - Chair and vice-chair

Action on Clerk to notify groups accordingly

058/18 7 **Minutes for approval : 18th April 2018**

The Minutes of the April meeting were proposed by RC and seconded by KH and all were in favour.

059/18 8 **Reports:**

Councillors considered a copy of the Police report for the month. There was no recent activity of note.

The Chairman will bring Community Messaging registration information for councillors to the next meeting.

060/18 9 **Finance:**

9.1 Approval of Payment Schedule to date and authorisation of cheques

RC proposed that the Payment Schedule was accepted as a true record, KH seconded and all were in favour. The Approvals Record was duly signed.

It was noted that some payments, such as salary and tax, could be agreed in advance rather than signed off at each meeting. EGS proposed bringing an agenda item to the next meeting, which was agreed by those present.

9.2 Approval to pay Clerk's salary & Expenses for the month.

Proposed RC and seconded KH, all in favour

9.3 Approval to accept Budget Monitoring Statement

Both the EOY and May Budget Monitor were proposed by RC and seconded by KH and all were in favour.

9.4 To consider proposal for Amendment of Contract for Clerk's Terms and Conditions para. 8.2

The Chairman explained that subject to a satisfactory performance appraisal, an annual increment to the maximum of the scale will be assumed. It was noted that any changes such as national pay awards and scale point increments should be minuted at the time, which all present were in agreement with.

RC proposed and SH seconded and all were in favour.

061/18 **10. Planning Applications**

There were no planning applications to discuss on this occasion.

062/18 11 **Agenda items:**

11.1 Agree dates of Council Meetings for the year ahead

Clerk to send a separate attachment to the council and to consider at the next meeting.

11.2 To Review the Asset Register

Clerk to send a separate attachment to the council and to consider at the next meeting.

11.3 To Review the Policies Register

It was noted that the Policies Register was up to date.

11.4 To consider the adoption of the proposed New Model Standing Orders for 2018

EGS stated that she would convene a meeting with RC to consider changes proposed to the Standing Orders.

11.5 To consider application to Parish Emergency Assistance Scheme 2018-19

EGS stated that consideration to obtaining equipment for the ACRE store via the PEAS scheme would be given at the same time as the meeting held to consider changes to the New Model Standing Orders.

11.6 To consider a request to purchase and erect dog fouling signage

The meeting was in agreement that signage should be erected. EGS asked that the signage suggested bagging, binning and taking it home, and should be green rather than red.

EGS proposed that councillors consider where the notices should go, and how many were needed. Posts would be required (to erect the signs on) as well.

Carried forward to the next meeting.

11.7 To consider lighting for the clock tower

Carried forward to the next meeting.

063/18 12 **Correspondence:**

12.1 To consider a letter requesting funding for the establishment of a Scout Group

EGS remarked that historically, Atworth has been linked with Broughton Gifford and Holt scouts and cubs. It was concluded that the organisation is outside of our parish and that the organisation has already been so successful that there is no room for children from our parish, so unfortunately the Parish Council was not in a position at this time to award a grant of £1000. We wish them well in their new venture and look forward to hearing from them regarding their progress in a year's time.

12.2 To consider a request from Melksham Without Parish Council re. electronic indicators on bus stops.

The Clerk reported that Melksham Without Parish Council had written to ask for support in a joint approach so that the timing and destination information that is Wi-Fi enabled on the buses can be displayed at bus stops in our parishes.

EGS stated that in her opinion we are happy to support the initiative on the understanding that there will be no cost to ourselves. All present were in agreement with this proposal.

064/18 13 **AOB :**

RC asked about seats and benches. The bench near the Clocktower is in need of repair, with metal supports in need of replacement and new wood required. The one at Mead Park needs repainting black.

RC agreed to investigate the estimated costs, EGS to look into the metalwork. Carried forward to the next meeting.

EGS offered to speak to the Ambulance Service contact regarding recycling the defibrillator battery.

065/18 14. **Date of the Next Meeting**

Date of next meeting : 20th June 2018 6.30pm in Atworth Village Hall

Meeting closed at 20:30

Signed.....

Date

