

Page 1 Item		<u>Minutes of the Chapmanslade Parish Council AGM held on Thursday 10<sup>th</sup> May at 7.30 p.m. in the Village Hall</u>	Action
Present	2141	Keith Muston, Chairman, John Foster, Charles Thackway, John Lewis, Phil Holihead Minnie House Clerk.	MH
Apologies Public	2142 2143 2144	Apologies were received from Francis Morland. 6 members of the public attended the meeting. KM welcomed the public.	
Nominations for Chair	2145	The Clerk asked for nominations for Chairman. JF nominated Keith Muston, PH seconded and it was unanimously agreed that Keith Muston was elected as Chairman for the forthcoming year.	
Nominations for Vice Chair	2145	Nominations were invited for Vice Chair. K M nominated John Lewis. JF seconded and it was unanimously agreed that John Lewis be elected as Vice Chair.	
Dec. of Interest Opportunity for the public to speak.	2146 2147	No declarations of interest were received.  The following issues were raised: <ul style="list-style-type: none"> <li>• Response from Lochailort questioned. <i>KM reported that to his knowledge Lochailort had contacted LA Highways regarding traffic control options and were awaiting a reply.</i></li> <li>• Request on safety grounds for the Telephone box to be re-sited further back from the A3098 and to improve visibility on exiting from Huntenhull Lane onto A3098. It was stated that the removal of the Telephone box was not desired only the re-siting.</li> <li>• It was noted that the cobblestones which reflected the 'old" village and part of its history in Southcroft was badly in need of repair. Ownership of these was questioned as possibly being on private land.</li> <li>• The removal of generators and when this would happen was questioned. <i>The Chair reported on a conversation held with SSE that this was subject to legal discussion and therefore was not subject to discussion.</i></li> <li>• Continuing theft from generators was raised as a concern.</li> </ul>	
Minutes	2148	The minutes of the last meeting having been circulated were taken as read and approved.	
Matters Arising.		There were no Matters Arising from the last meeting and items related to the Annual meeting would be discussed under Other reports.	
GDPR	2149	<u>GDPR</u> The Clerk reported on her attendance at two GDPR meetings. The Wiltshire Council meeting- documents were circulated to councilors prior to the meeting and the NALC course overheads would be sent following the meeting.	
	2150	It was agreed that JF and CT would work with the Clerk to consider compliancy and related documentation. KM would also participate if available. Date to be agreed.	

Page 2	2151	It was also agreed that this group would adopt model policies provided by NALC/WALC where appropriate and customize as necessary for Chapmanslade Parish Council.	
Finance Audit.	2152	Internal Audit report. The Clerk reported on the Internal Audit report carried out by Tim Humphreys and that this was completed on 4 <sup>th</sup> May 2018. He considered all the documentation provided with the report including the breakdown of the Annual Governance Statement, detailing the processes in place to meet the requirements.	
	2153.	The Annual Governance statement was discussed, processes agreed, completed, and formally approved.	
	2154	The accounts having been circulated and previously discussed and approved -ref. Minute 2135. Dated 12.4 2018 - informed the completion of the Accounting statements 2017/2018 which were accepted and approved.	
	2156	All documentation would be posted on the website with the formal notice of electors rights for viewing the accounts by 18 <sup>th</sup> May 2018.	
Payments	2157	<u>Payments</u> for the following were considered and approved: <ul style="list-style-type: none"> <li>• The Bridge Contribution towards the costs of publishing the regular Parish Briefing in the Bridge Magazine-£120.-Unanimously agreed.</li> <li>• WALC Annual subscription for WALC and NALC - £270.91</li> <li>• Unanimously agreed.</li> <li>• Request for funding for support to help fund the production of a booklet as part of the arrangements to commemorate the centenary of the end of the First World War. £150. Unanimously agreed.</li> </ul>	
	2158	It was noted that the cost of the WALC/NALC course on GDPR was £42. The agreement to fund this course was made at the previous meeting.	
	2159	<u>Other Matters of Urgency.</u> The Clerk asked for consideration to be given to the purchase of a laptop specifically to facilitate the role of the Clerk. This would enable greater security of information than using personal computers. It was recognized that there was a need to provide this facility. Consideration of cost of purchase plus software and security packages took place. The estimated cost was calculated to be in the region of £900. It was agreed that the Clerk would liaise with the Chairman to enable the purchase to go ahead.	
	2160	<u>Correspondence.</u> Localism Act standards- Letter from Legal and democratic services. The clerk reported on the contents of the letter and as per the letter reminded councilors to ensure that their Register of Interests on the Wiltshire web site was up to date and that they reviewed it regularly, ensuring that any changes were recorded. There was also a requirement that these would also be published on the PC section of the website.	

Page 3 Highways.	2161	KM reported on progress towards the white line markings being replaced. He thought that the cost to the Village would probably be in the region of £250.	
Matters Arising from Annual meeting.	2162	Weight limit A3098- KM reported that the implementation of the signage for this was being implemented by both Wiltshire Highways and Highways England. Wiltshire Highways had fulfilled their responsibilities and Highways England had still to complete.	
	2163	A councillor aired his dissatisfaction with the response regarding the progress of the reduced weight limit order through the village and its perceived dependency on the Highway improvements at Stonehenge and subsequent planned sequence of implementation in other areas. He felt that the need for the reduced weight limit order to be enacted in the Village independently of this project is a high priority. This item was discussed further by the councillors.	
	2164	KM reported that he had submitted a report to the Area Board on the progress of the Village Plan.	
	2165	Gore Lane- Wooden building. A response had been given by the enforcement officer and it was reported that discussions were still in process with the owners.	
	2166	Speed watch. PH reported that 600 cars had travelled through the village during the speed watch session held during the week. He reported that there had been no progress on a Speed Watch Coordinator.	
	2167	PH reported on the increasing number of incidents being recorded in the area and the vigilance needed with the probable increase of incidents in the warmer weather. There have been 16 incidents related to removal of diesel from the generators.	
	2168	JL reported that there were no changes to processes relating to the defibrillators.	
	2169	JF reported on the Footpath group with the last meeting well attended. Volunteers had come forward for adopting footpaths in the area. He had contacted Paul Millard who is responsible for Rights of Way in the County and would be arranging a meeting with him.	
	2170	A landowner has contacted JF regarding the lack of supervision /control of dogs on his land and the worry to the sheep. JF emphasized the need for dog owners to control their animals and the need for owners to be aware that the landowner has the right to take action should dogs be found chasing and worrying the sheep.	
	2171	The meeting closed at 8.41 p.m.	

Page 4	2172	The next meeting is highlighted as a possible meeting should it be required to discuss any planning applications.	
	2173	The next meeting will take place in the Village Hall at 7.30 p.m on 7 <sup>th</sup> June 2018.	

Proposed fixed dates	Possible dates if required	
7 <sup>th</sup> June 2018	7 <sup>th</sup> June 2018	PLEASE NOTE This meeting will go ahead.
5 <sup>th</sup> July 2018		
	30 <sup>th</sup> August 2018	
27 <sup>th</sup> September 2018		

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