

**MINUTES OF THE ANNUAL MEETING OF THE STANTON ST QUINTIN PARISH
COUNCIL HELD ON 5TH MAY 2015**

- 1. Present:** Mr N. Greene (Chairman); Mrs A. Druce; Mr P. Murton;
Mr I. Plummer; Mrs E. Walker;
2 member of the public

- 2. Apologies:** Mrs R. Whiting

A letter of resignation had been received from Mrs Marina Cowan. A vote of thanks was given to Marina for all her hard work during her time on the Council.

- 3. Election of Chairman for 2015/16:** Mr Nick Greene was unanimously elected Chairman for 2015/16. This will be reviewed in six months

- 4. Election of Vice Chairman for 2015/16:** Mrs Anita Druce was unanimously elected Vice Chairman for 2015/16

- 5. Election of Representatives:**

| | | |
|------------------------|---|--|
| Area Boards | - | It was agreed that Councillors would take turns to attend the meetings |
| Parish Forum | - | Ian Plummer |
| Emergency Volunteer | - | Anita Druce |
| Highways | - | Peter Murton/Anita Druce Emma Walker – Lower Stanton |
| Footpaths | - | Peter Murton/Ian Plummer |
| Community Police | - | Anita Druce |
| Village Hall Committee | - | Nick Greene/Ros Whiting |

- 6. Calendar of Meetings for 2015/16:**

| | | |
|--|---|------------------------------------|
| Tuesday 16 th June 2015 | - | Council Meeting – Annual Return |
| Tuesday 7 th July 2015 | - | Annual Parish Meeting/Full Council |
| Tuesday 22 nd Sept 2015 | - | Council Meeting |
| Tuesday 17 th Nov 2015 | - | Council Meeting |
| Tuesday 12 th January 2016- | - | Council Meeting |
| Tuesday 16 th March 2016 | - | Council Meeting |
| Tuesday 17 th May 2016 | - | Annual Council Meeting |

All meetings to start at 7.30 pm

- 7. Code of Conduct, Standing Orders, Register of Interests, Risk Assessments and Financial Regulations:** Councillors were reminded about the terms of the Code of Conduct, Standing Orders and Register of Interests. The Risk Assessments and Financial Regulations will be reviewed at the next meeting.

It was agreed that Mr John Kirby would carry out the Internal Audit

Clerk to update the bank signatory mandate forms

- 8. Statement of Balances as at 31st March 2015:** The statement of balance as at 31st March 2015 was **£35827.22**

Ordinary Business

- 9. Chairman's announcements and declarations of interest:**

There were no announcements or declarations of interest.

- 10. Public Question Time:** There were two members of the public present.

The following items were raised:

- Village Fete – 16th May
- Request for the website to be updated
- Grass cutting in Lower Stanton – this was an improvement

- 11. Minutes:** The Minutes of the Meeting held on 17th March 2015 were taken as read and signed as being a true record:

- 12. Matters Arising:**

a. Highway issues:

- Pavement and double yellow lines - Kington Lane:
Clerk to ask Wiltshire Council for an update
- Litter bins: Clerk to ask for an update.
- Parish Steward: No information received on Parish Steward
- Double yellow lines by Murco Garage/New "unsuitable for HGV except for access to farm" sign:
The Community Beat Officer confirmed that these were not enforceable at the moment.
Clerk to ask Howard Greenman to take this up with Wiltshire Council. It was reported that cars are using the old road.
- Grit bin: Clerk to order two new grit bins
- The following issues had been raised with Martin Rose:
 - New updated signs into and out of the village – These will be erected shortly. The Parish Council to contribute £150 towards the cost of new signage.
 - It was also agreed to request replacement of the School signs which are no longer fit for purpose.
 - The KingtonLane sign had disappeared
- Resurfacing of Court Gardens: Road closure order issued from 22nd June for the resurfacing
- Grass cutting: The residents of Lower Stanton did not want any additional grass cutting
- Blocked drains/verges in Lower Village: Emma Walker to meet with Wiltshire Highways
- Parking outside the school:
Disabled parking bay: The Parish Council supported this. Anita to speak to the Police
Letter to be sent from the Parish Council to the School

Action By

Clerk

Clerk/HG

Clerk/HG

Clerk

EW

AD

Governors requesting staff to park at the Manor

Clerk

Action by

The following issues had been reported to Wiltshire Council

- Overgrown leylandii trees opposite Newbourne Gardens.
- The School bus and mobile library service are parking on the narrow part of the road in Lower Stanton.

Clerk had asked Wiltshire Council to request that they park further down the road by the green. Emma to speak to Rebecca Bolton about the mobile library

EW

- Large pothole by the Village Hall:
Clerk had reported this to Wiltshire Council.

b. **Area Board/Rural Parish Forum**: On-going

c. **Multi-use Games Area**: *Remove from the Minutes*

d. **Update on public access defibrillator**:

The siting for the second unit was discussed. It was agreed that this should be sited at the Guard Room. Anita to liaise with Peter

AD/PM

e. **Footpath 11** – Clerk to chase provision of a Public Footpath sign to be put up by the Deer Farm.

Clerk

f. **Emergency Plan**: Anita to pursue this. Insurance cover volunteers can be discussed with Vicky Welsh

AD

g. **BT telephone box at Church Lane** Continue to monitor.

h. **Closure of extension to the Burial Ground**: On-going

13. Village Hall:

Nick Greene gave a verbal report as follows:

- The draft lease had been received and had been considered by the PCC. This had been forwarded to the Management Committee's solicitors.
- The money donated by the Parish Council would not be spent until the lease had been signed
- The use of the hall was increasing
- Plans for the interior were being drawn up

14. School Travel Plan: *Remove from the Minutes*

15. Correspondence:

a. **Request for grant**: Request received from Friends of Stanton School PTFA requesting a grant of £500 to resurfacing of the play area. This would help meet the 50% match funding required by the Area Board. It was agreed to offer £250 from the Parish Council with the suggestion that the Village Fete Committee be asked to contribute the remaining £250

b. **20 mph speed limits**: Letter received from Wiltshire Council re Revising Funding Criteria

c. **Clanville Fields – New Premises Licence 6-9th August**

The objections raised by Seagry and Stanton St Quintin Parish Council had been taken into account when the Licence was granted.

d. **Citizens Advice Bureau:** Letter of thanks for the grant

16. Planning Applications: There were no planning applications

17. Planning Issues:

The following application had been granted permission:

| | |
|--------------|---|
| 15/01560/FUL | Stanton St Quintin Primary School Erection of timber framed pergola |
| 15/1439/FUL | Stanton St Quintin Primary School Removal of existing window and formation of door opening from Reception classroom onto existing playground |

Planning Appeal

The Appeal by Mr Robins, Glebe Farm, 19 Lower Stanton has been withdrawn

18. Accounts for payment:

| | | | |
|--|---------------------------------|-------|--------|
| Community First | Insurance Renewal | 00350 | 177.27 |
| Nick Greene | Website (replacement Cheque) | 00351 | 44.93 |
| Wiltshire Association of Local Councils | Subscription | 00352 | 202.75 |

19. Representative's reports: Nil

20. Items of report and future agenda items:

21. Date of next meeting: Tuesday 16th June – Annual Return

Chairman

Meeting closed at 9.25 pm