

Minutes of Bulkington Parish Council General Meeting held on Wednesday 12<sup>th</sup> February 2025 at 7.30pm at Bulkington Village Hall, Bulkington, Wiltshire.

Membership: Councillors P Oakey (Chair), A Breach (Vice Chair), J Anderson-Hill, A Howard-Evans, S Macalpine-Downie.

Present: Councillors P Oakey, A Breach, S Macalpine-Downie. Wiltshire Councillor T. Reay.

Member of Public: None.

Proper Officer: T Hicks.

## MINUTES

No.	Item	Action
PC/24-25/149	<b>Apologies</b> <b>To receive</b> and accept apologies for those unable to attend. Cllrs J Anderson-Hill, A Howard-Evans. <b>Accepted.</b>	Clerk to update absence log
PC/24-25/150	<b>Declarations of Interest</b> <b>To receive</b> any declarations of interest under the Parish Council's Code of Conduct issued in accordance with the Localism Act 2011. None.	
PC/24-25/151 PC/24-25/151.1 PC/24-25/151.2	<b>Minutes of the previous meeting</b> <b>To approve</b> as a correct record the minutes of the Parish Council meeting held on 8 <sup>th</sup> January 2025. <b>Approved</b> without amendment. <b>To note</b> any matters arising from the minutes of the meeting held on 8 <sup>th</sup> January 2025. None.	
Standing Orders were suspended to allow for public participation		
PC/24-25/152 PC/24-25/152.1 PC/24-25/152.2	<b>Public Participation</b> <b>To enable</b> members of the public to address the Council regarding any item on the agenda. None. <b>To receive</b> any petitions or deputations. None.	
Standing Orders were reinstated following public participation		
PC/24-25/153 PC/24-25/153.1  PC/24-25/153.2	<b>Reports from:</b> <b>To receive</b> an update from Wiltshire Councillor – Cllr Reay. Cllr Reay updated the meeting regarding <ul style="list-style-type: none"> <li>the Wiltshire Council budget has been set at a 4.5% increase for 2025/26.</li> <li>The Heart of Wessex region (Wiltshire/Somerset/Dorset and BCP Councils) has been rejected for inclusion in the first round of devolution rollout. More information: <a href="#">Here.</a></li> </ul> <b>To receive</b> the chair's report. The chair updated the meeting that the Bulkington website defibrillator information is out of date – clerk to update. The chair also discussed the heating in the village hall. Cllr Howard-Evans as attendee of the Village Hall Committee Meeting to investigate the possibility of better heating facilities, wifi and a projector screen.	Clerk  Cllr Howard-Evans

Signed: .....

PC/24-25/153.3 PC/24-25/153.4	<b>To receive</b> the clerk's report – None. <b>To receive</b> the up-to-date external meetings schedule and to decide who will attend meetings – <b>received</b> .	
PC/24-25/154 PC/24-25/154.1	<b>Matters arising from previous meetings:-</b> <b>To discuss</b> the outcome of the volunteers meeting and the options for 2025/26 events. Cllr Macalpine-Downie updated the meeting that she had attended on behalf of the council. Ideas were mentioned, but the only event settled upon had been the fireworks event. Clerk to arrange a fireworks event committee meeting in June (clerk/Cllr Breach/Cllr Oakey and volunteer co-ordinator). The council thanked Cllr Macalpine-Downie for attending the meeting.	Clerk
PC/24-25/155 PC/24-25/155.1 PC/24-25/155.2	<b>Planning Matters to discuss:</b> <b>To note</b> the BPC Planning Schedule as at 1 <sup>st</sup> February 2025. <b>Noted</b> . <b>To discuss</b> any other applications received before the meeting. None.	
PC/24-25/156 PC/24-25/156.1	<b>Maintenance to include items as below:</b> <b>To discuss and agree</b> Parish Steward- Consideration of jobs for next visit. <b>It was agreed</b> Clerk to advise Parish Steward that the moss on the pavements at the Close and the Well needed attention and that the mound of earth opposite the Well needs attention. Also to note the repaired pothole is now a bump. Is it possible to repair?	Clerk
PC/24-25/156.2	<b>To note</b> discretionary gully maintenance will be w/c 24 <sup>th</sup> March. To discuss any matters for the worksheet to be completed. <b>It was agreed</b> that the recent flooding at the bus stop area and the village and around Wick Leaze to be added to the list.	Clerk
PC/24-25/156.3	<b>To discuss and agree</b> Maintenance Log – for ongoing items. <b>Noted</b> .	
PC/24-25/157 PC/24-25/157.1a PC/24-25/157.1b PC/24-25/157.1c PC/24-25/157.1d PC/24-25/157.1e PC/24-25/157.2 PC/24-25/157.3 PL/24-25/157.4	<b>Finance</b> <b>To agree and approve invoices and payments:-</b> Clerk's Salary February 25- <b>Approved</b> Clerk's PAYE February 25- <b>Approved</b> Clerk's SLCC Membership apportioned £50.40- <b>Approved</b> Wiltshire Council dropped kerb proportion of costs £1,164.74- <b>Approved</b> Clerk's expenses to 31/12/24- <b>Approved</b> <b>To approve</b> invoices/requests for payment received prior to the meeting. None. <b>Monthly Management Accounts</b> Members to receive the monthly financial report and bank reconciliation. See attached papers. A non-signatory member to sign the bank reconciliation and bank statements. <b>Approved and signed by the chair</b> . <b>Members to discuss</b> Lloyds Bank Mandate – to investigate adding more councillors to the mandate and the option to moving the banking facility. To also be advised of the implications to the banking facility during the election process. <b>Resolved</b> to task the clerk with investigating other options for the new financial year.	Clerk to pay
PC/24-25/158 PC/24-25/158.1	<b>Playground &amp; Grounds</b> <b>To receive</b> an update on the playground maintenance. Cllr Breach	Clerk

Signed: .....

	<p>highlighted actions and the clerk was tasked with investigating:-</p> <ul style="list-style-type: none"> <li>• Weekly inspection training costs and a rota.</li> <li>• Investigate how often the zip-wire should be inspected.</li> <li>• Get zip-wire posts replaced as highlighted replacement was poor quality timber.</li> <li>• Clerk to obtain quotes for the tunnel wooden surround replacement.</li> <li>• The slide has developed a puddle at the bottom. Clerk to obtain quote for re-positioning.</li> </ul>	
PC/24-25/159	<p><b>Best Kept Village Competition</b></p> <p>To discuss whether to enter for 2025. It was agreed in Cllr Anderson-Hill's absence to carry this matter forwards.</p>	
PC/24-25/160 PC/24-25/160.1	<p><b>Governance</b></p> <p>To discuss parish council elections and how to advertise vacancies. Discussed. The clerk has put posters up and the links to more information.</p> <p>To agree the annual schedule of policies with review dates.</p> <p>(i) To review and approve</p> <ul style="list-style-type: none"> <li>(a) Code of conduct</li> <li>(b) Standing Orders</li> <li>(c) Financial Regulations and Annex 2</li> <li>(d) Financial Risk Assessment</li> <li>(e) Freedom of information policy</li> </ul> <p>It was agreed to move these to be reviewed in May.</p>	Clerk to move on the policy review dates schedule
PC/24-25/160.2	To agree to update Councillor's Register of Interests at Wiltshire Council to be found <a href="#">here</a> . Agreed.	
PC/24-25/161	Correspondence Received Since Last Meeting, to note. None.	
PC/24-25/162	Confirmation of date of next meeting: Wednesday 12 <sup>th</sup> March 25.	
PC/24-25/163	To close the meeting – 8.30pm	

Signed: .....