

Minutes of Bulkington Parish Council General Meeting held on Wednesday 13th March 2024 at 7.30pm at Bulkington Village Hall, Bulkington, Wiltshire.

Membership: Councillors P Oakey (Chair), A Grabham (Vice-Chair), C Haslam, A Breach, J Anderson-Hill, A Howard-Evans.

Present: Councillors P Oakey (Chair), A Breach, J Anderson-Hill, C Haslam

Wiltshire Councillor T Reay

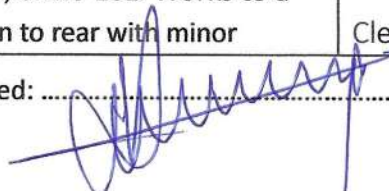
Member of Public (MOPs) x 1

Proper Officer: T Hicks

MINUTES

| No. | Item | Action |
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| 1. | Apologies To receive and accept apologies for those unable to attend. Apologies sent by Cllr Howard-Evans - Accepted. Resignation received from Cllr Grabham – Accepted. | |
| 2. | Public Participation (i) To enable members of the public to address the Council regarding any item on the agenda. None. (ii) To receive any petitions or deputations. None. | |
| 3. | Declarations of Interest To receive any declarations of interest under the Parish Council's Code of Conduct issued in accordance with the Localism Act 2011. Cllr Breach declared an interest in 7(a) and (b) and was not part of the voting. | |
| 4. | Minutes of the previous meeting To approve as a correct record the minutes of the Parish Council meeting held on 20 th February 2024. Approved without amendment. | |
| 5. | Reports from: (i) To receive an update from Wiltshire Councillor – Cllr Reay updated the meeting. Wiltshire Council's main priorities are highways, flooding and litter issues. (ii) To receive an update from the Chair of the meeting <ul style="list-style-type: none"> Defib is in good order. Defib training will be on 22nd May – Clerk to advertise. | Clerk |
| 6. | Matters arising from previous meetings: (i) Update on the drop curbs that were planned for August 23 from Traffic Engineering Manager Gareth Rogers. No update yet. Clerk to send Cllr Reay details to progress on our behalf. (ii) Newsletter progress update. Not required now. Matter closed. (iii) Defibrillator training – see point 5(ii). | Clerk |
| 7. | Planning Matters to discuss: (a)(i) PL-2024-01650 Manor Farm, Bulkington, Devizes, SN10 1SL. Works to a listed building. Courtyard infill and replacement extension to rear with minor | Clerk |

Signed:



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| | <p>internal alterations. Comments by 21/03/2024. Approved.</p> <p>(a)(ii) PL-2024-01466 Manor Farm, Bulkington, Devizes, SN10 1SL.</p> <p>Householder Application. Courtyard infill and replacement extension to rear with minor internal alterations. Comments by 21/03/2024. Approved.</p> <p>(b) To note the BPC Planning Schedule at 8th March 24.</p> | Clerk |
| 8. | <p>Maintenance to include items as below:-</p> <p>(i) Parish Steward – Consideration of jobs for next visit – Cllrs to populate Parish Steward sheet in shared area and Clerk to send to Parish Steward before next visit each month.</p> <p>(ii) Maintenance Log –</p> <p>a) Report moss issue to Parish Steward</p> <p>b) Clerk to organise Sparkle Team to clear winter debris.</p> <p>c) Flooding in the village – Cllr Reay to ask Operational Flood Working Group to the village. Cllr Breach to send Clerk W3W for exact area.</p> <p>(iii) Amenities grounds plans 2024.</p> <p>a) Cllr Breach to investigate community land purchase options and discuss at Annual Parish Meeting.</p> <p>(iv) Playground Update – New swing has been installed and Clerk to investigate cost efficiency of repair of zip wire and plaque to thank funding donor.</p> <p>(v) The Discretionary Gully Service – No update but see note 8(ii)(b/c).</p> | <p>All Cllrs Clerk</p> <p>Clerk Clerk Cllr Reay Cllr Breach</p> <p>Cllr Breach</p> <p>Clerk</p> |
| 9. | <p>Finance</p> <p>(i) To agree and approve BPC February banking financial statements with accounts listed up to and including 29th February 2024 along with financial summary sheet. Approved.</p> <p>(ii) To agree and approve Invoices and Payments: approved.</p> <p>(a) Clerk's expenses to 31st March 24 - £113.15</p> <p>(b) Clerk's salary Feb 24</p> <p>(iii) To agree and approve appointment of Internal Auditor. Agreed to engage the services of J Bailey, Salisbury to audit the BPC for the AGAR 2023-24.</p> <p>(iv) To agree and approve Insurance quote(s). Only one quote received from current insurer. Clerk to request another quote as per Financial Regulations.</p> <p>(v) To agree and approve grounds maintenance quote. Due to tree planting, Clerk to request a further quote from current contractor and gain a second quote from another contractor as per Financial Regulations.</p> <p>(vi) To agree and approve Asset Register. Clerk to investigate assets of the Council and bring to next meeting.</p> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |
| 10. | <p>Governance</p> <p>(i) To discuss and approve</p> <p>(a) Policies review dates schedule - agreed</p> <p>(b) Donation Policy - agreed</p> <p>(c) Donation Application Form - agreed</p> <p>(ii) To discuss suggested Emergency/Resilience plans – Cllrs to work on this document.</p> <p>(iii) To review Risk Register - agreed</p> | <p>Cllrs Breach & Oakey</p> |

Signed:

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| | (iv) To minute as agreed Councillor's Register of Interests at Wiltshire Council is correct here . C/f to next meeting | Clerk |
| 11. | Fireworks 2024 (i) To discuss and agree plan for Fireworks 2024. Clerk to ensure insurance policy covers Parish Council land and public liability for this event. Fireworks Event Team are organising this. | Clerk/Chair |
| 12. | Best Kept Village Competition To receive update and discuss next steps. Cllr Anderson-Hill to approve application form and Clerk to enter competition. Publicise at APM / Spotlight. | Cllr Anderson-Hill |
| 13. | Annual Meeting & Annual Parish Meeting – 8th May 2024 To discuss and agree plans for Annual Parish and Annual Parish Council Meetings. Agreed for Clerk to advertise/poster, and send invites out. 6.30pm APCM, 7.30pm APM. | Clerk |
| 14. | Correspondence Received Since Last Meeting (i) A Murrison letter and flyer. (ii) Minutes of the Area Board meeting – previously sent to Cllrs (iii) Operation Scorpion email – previously sent to Cllrs (iv) Wiltshire Council Update for Town and Parish Councils | |
| 14. | Confirmation of date of next meeting: Wednesday 10 th April 2024 | |
| 13. | To close the meeting – 9.15pm | |

For the supporting documentation, please scan



Signed: