

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

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

Present: Councillors P Oakey, J Anderson-Hill, A Howard-Evans.

Member of Public x 1

Proper Officer: T Hicks

MINUTES

No.	Item	Action
PC/24-25/103	Apologies To receive and accept apologies for those unable to attend. None. Absent – Cllr Breach.	Clerk to update absence log
PC/24-25/104	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. None.	
PC/24-25/105	Minutes of the previous meeting To approve as a correct record the minutes of the Parish Council meeting held on 24 th October 2024. Approved without amendment.	
Standing Orders were suspended to allow for public participation		
PC/24-25/106.1	Public Participation To enable members of the public to address the Council regarding any item on the agenda. None.	
PC/24-25/106.2	To receive any petitions or deputations. None.	
Standing Orders were reinstated following public participation		
PC/24-25/107.1	Reports from: To receive an update from Wiltshire Councillor – Cllr Reay. Absent. To receive an update from the Chair of the meeting. Cllr Oakey invited a discussion regarding the Bulkington Fireworks event. The council thanked the volunteers for running the event. It was agreed to hold further events and make the February meeting about event planning and the clerk to invite volunteers to attend. To receive the Clerk's report – None as matters dealt with above. To receive the up-to-date external meetings schedule and to decide who will attend meetings – none outstanding.	Clerk
PC/24-25/107.2		
PC/24-25/107.3		
PC/24-25/107.4		
PC/24-25/108	Matters arising from previous meetings:- To receive an update on the blocked ditches. Cllr Oakey updated the meeting that this was in hand.	
PC/24-25/109.1	Planning Matters to discuss: To note the BPC Planning Schedule as at 1 st November 2024. Noted.	

Signed:

PC/24-25/109.2	To discuss any other applications received before the meeting. None.																
PC/24-25/110.1	Maintenance to include items as below: To discuss and agree Parish Steward- Consideration of jobs for next visit. It was agreed Clerk to advise Parish Steward that the moss on the pavements at the Close and the Well needed attention.	Clerk															
PC/24-25/110.2	To discuss and agree Maintenance Log – for ongoing items. The council agreed that the dropped kerbs have been installed and were a success.																
PC/24-25/110.3	To discuss any update ref ‘Re-Elming Bulkington’. No news.																
PC/24-25/111	Finance To agree and approve invoices and payments:- Clerk’s Salary – Approved.	Clerk															
PC/24-25/111.1a	Clerk’s PAYE November – Approved.																
PC/24-25/111.1b	RBL donation £50 – Approved.																
PC/24-25/111.1c																	
PC/24-25/111.2	To approve invoices/requests for payment received prior to the meeting. None.																
PC/24-25/111.3	Monthly Management Accounts 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. Approved.																
PC/24-25/112	Playground To receive an update on the playground maintenance. None.																
PC/24-25/113	Budget and Precept 2025-26 Members to review the final draft of the budget for 2025-26. The baseline figures have not yet been received from Wiltshire Council. Members to instruct the Clerk for the final draft to be approved at the December meeting. Discussed.	Clerk															
PC/24-25/114	Governance To discuss the Councillor vacancies and any updates on recruitment. Discussed options. Carry forward.																
PC/24-25/115	Meetings Planner for 2025 Members to approve meeting dates and action plan as follows:- <table><tr><td>2025</td><td>Work Required</td><td>Bank Holidays</td></tr><tr><td>8th January 2025</td><td><ul style="list-style-type: none">Approve final budget.Precept demand to Wiltshire CouncilClerk’s Appraisal</td><td>1st January 2025</td></tr><tr><td>12th February 2025</td><td></td><td></td></tr><tr><td>12th March 2025</td><td>Review election procedures</td><td></td></tr><tr><td>9th April 2025</td><td>Sign off accounts</td><td>18th April Good Friday 21st April Easter Monday</td></tr></table>	2025	Work Required	Bank Holidays	8 th January 2025	<ul style="list-style-type: none">Approve final budget.Precept demand to Wiltshire CouncilClerk’s Appraisal	1 st January 2025	12 th February 2025			12 th March 2025	Review election procedures		9 th April 2025	Sign off accounts	18 th April Good Friday 21 st April Easter Monday	Clerk to advertise
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	14 th May 2025	Annual Parish Meeting Annual Parish Council Meeting – Appoint Chair & Vice-Chair	5 th May Early May BH 26 th May Spring BH	
	11 th June 2025	Sign off AGAR		
	9 th July 2025			
	No meeting in August		25 th August	
	10 th September 2025			
	8 th October 2025	Budget prep		
	12 th November 2025	Clerk’s salary review		
	10 th December 2025	Sign off budget	25 th December Christmas Day 26 th December Boxing Day	
All agreed.				
PC/24-25/116	Clerk’s Salary The annual national pay award has now been announced and an increase in salary has taken place. This is to be backdated to 1 st April 2024. The new salary will come into effect from 1 st December 2024. Noted.			
PC/24-25/117.1	Correspondence Received Since Last Meeting Church grant request. Noted and agreed.			Clerk
PC/24-25/118	Confirmation of date of next meeting: Wednesday 11 th December 2024			
PC/24-25/119	To close the meeting – 9.00pm			

Signed:

