

Ashton Keynes Parish Council

Minutes of the Annual meeting held in the Village Hall on Wednesday 8th May 2019

Present: Cllrs D Wingrove; M Carter; M Cooper; A Tindall; A Levens; N Inzani; S Crawford; M Smith.

In attendance: The Clerk; Wilts Cllr Berry.

The meeting commenced at 7:15pm

19-20/001 Election of Chairman for the council year 2019-20

Cllr Wingrove was nominated by Cllr Tindall and seconded by Cllr Crawford; voted in favour unanimously.

19-20/002 Apologies for absence

Apologies for absence were received from Cllrs Low and Ellison.

19-20/003 Declarations of Interest

There were no declarations of interest.

19-20/004 Standing Orders

Cllr Wingrove proposed the adoption of the standing orders sent out prior to the meeting, Cllrs agreed.

19-20/005 Election of Vice Chair

There were no nominees.

19-20/006 Committees

The committee structure was agreed as previously discussed, we will now have a Planning Committee, Internal Affairs Committee and Environment Committee.

19-20/007 Election of Chairmen of Committees

Cllr Tindall was nominated to be Planning Committee Chairman by Cllr Crawford, Cllr Wingrove seconded the nomination, Cllr Tindall was appointed as the Planning Committee Chairman.

Cllr Cooper was nominated to be the Internal Affairs Committee Chairman by Cllr Tindall, Cllr Smith seconded the nomination, Cllr Cooper was appointed as the Internal Affairs Committee Chairman.

Cllr Levens was nominated to be the Environment Committee Chairman by Cllr Cooper, Cllr Crawford seconded the nomination, Cllr Levens was appointed as the Environment Committee Chairman.

19-20/008 Appointment of members to Committees

Planning Committee members: Cllrs Crawford, Smith, Cooper and Wingrove were proposed by Cllr Tindall and seconded by Cllr Levens; voted in favour unanimously.

Internal Affairs Committee members: Cllrs Wingrove and Tindall were proposed by Cllr Crawford and seconded by Cllr Carter; voted in favour unanimously.

Environment Committee members: Cllrs Low & Ellison were proposed in their absence by Cllr Levens and seconded by Cllr Crawford; voted in favour subject to their acceptance. Cllr Wingrove will assist in setting up the committee and its terms of reference.

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19-20/009 Appointment of representatives to outside bodies

Cotswold Water Park: Cllr Carter

Playing Fields: Cllr Crawford with one other Cllr to be added at a later date.

Police: Cllr Wingrove

School Governors: Cllr Crawford

Village Hall: Cllr Cooper

Highways: Cllr Crawford

Ashton Keynes Charity: Cllr Inzani

All positions were proposed by Cllr Smith and seconded by Cllr Cooper.

19-20/010 Confirmation of Monthly Meeting Dates

The monthly meeting dates were confirmed as the second Wednesday of every month excluding August when there is no meeting.

19-20/011 To confirm the Minutes of the Council Meeting held on 10th April 2019

The minutes of the Council Meeting 10th April 2019 had been circulated prior to the meeting and were agreed and signed as a true record.

19-20/012 Actions from Previous Meeting

- Cllr Inzani has been in contact via email and continues to try to arrange a meeting to walk the footpath behind The Derry with parishioner.
- At last month's meeting it was agreed to fell the 10 trees on playing field land as reported on the tree survey report. Cllr Wingrove has spoken to Martin Young who informed that previously the Canals Trust have cut trees down and taken the wood away free of charge. Martin Young will contact the Canals Trust and report back to the council. A reminder was given that planning permission would need to be sought. Clerk to contact Martin Young.

Action: Clerk

- The Wiltshire Planning meeting due to discuss footpath 20 has been postponed and will now take place on 12th June at 3pm, Cllrs Tindall and Wingrove are to attend the meeting.
- Cllr Crawford has made enquiries regarding a Farmer to be listed in the Emergency Plan and has emailed the Clerk with details. Cllr Crawford is still trying to get in touch with a keyholder for the Church, Cllr Wingrove will provide an up to date email contact.

Action: Cllr Crawford

19-20/013 Chairman's Report

- The Chair of Somerford Keynes Parish Council has emailed regarding the footpaths around Keynes Country Park. The footpaths had previously been dedicated as Public Rights of Way, however, The Cotswold Water Park Trust took the matter to a judicial review and won. The footpaths have now been removed from the Definitive Map. The current owners are not planning to shut off the footpaths but this is a concern for the future should the operators change.
- Wiltshire Council are carrying out Surface Dressing at C2 Ashton Keynes on 16th May between the hours of 07.00 and 18.00. Details of the diversion will be put on the website.
- Changes have been made to our IT system which will save money, all Cllrs emails appear to be working. Cllr Smith is to set up and start using his AKPC email account.

Action: Cllr Smith

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19-20/014 Clerk's Report

- The renewal for the annual subscription to WALC has been received, the cost of the subscription is £553.76, Cllrs agreed to continue with the subscription.
- The Clerk has been working on a Risk Assessment which is ongoing.
- The Parish Council Asset Register requires updating.
- Cllrs Tindall, Wingrove and the Clerk visited storage in the village yesterday and have made a start at looking through the documents relating to the Parish Council. The NS&I certificate has been located as have the deeds to the Village Hall. Once the documentation has been sorted we will make a visit to Wiltshire Archives.
- The Clerk sent an email regarding subsidence near Mill House, Matt Perrott has responded stating that it is not on Maintainable Land and the land owner needs to make repairs. The home owner has previously made repairs although it is not thought to be his land. Cllr Wingrove would like to establish ownership through Land Registry as this needs to be addressed properly, Cllr Wingrove proposed that the Clerk looks into the 2 adjoining properties and the field. Cllrs agreed for the Clerk to apply to the Land Registry. The other issue of subsidence on the bank which is on public land and is a highway was not responded to. Clerk to resend email including a photo from Cllr Wingrove.

Action: Clerk

- The street naming at Wheatleys Farm was discussed, as we have just had the 100 year anniversary of the end of the first world war it was suggested that the developer take the 21 names from the memorial, put them into a hat and choose 2 at random and use these to base the street names on.

Action: Clerk

19-20/015 Financial Report

Income since the last meeting:
Precept £16,825.00

Expenditure:
Administration to Council £ 414.80
Payroll Admin £ 11.40
Room hire (April) £ 38.00
OSM Contract (March) £ 900.00
Mobile Phone Contract £ 19.68
Village Hall Grant £ 1636.80
M Carter – Website £ 154.87

Closing balance: £61,269.58

The Parish Council approved the income and expenditure to date.

The Annual Governance statement was nominated by Cllr Carter and seconded by Cllr Cooper; voted in favour unanimously.

The Annual Return was nominated by Cllr Cooper and seconded by Cllr Smith; voted in favour unanimously.

19-20/016 Committees, Working Groups and Representatives' Report

- a) **Planning** – no report.
- b) **Environment group** – The litter pick that took place on Sunday was well attended.
- c) **Flood management** – no report
- d) **Historic Conservation** - dormant

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- e) **Minerals Liaison** – no report
- f) **Village Hall** – Fundraising continues to do well.
- g) **Playing Fields Committee** – There were no major problems reported at the AGM, the committee continues to be well managed. The boiler will need replacing at some time in the future. Improvements have been made regarding parking and the issue of Floodlights in the Autumn will be addressed. The Playing Fields Sports Day will be held on 7th July.
- h) **Cotswold Water Park** – no report
- i) **School Governors** – There was an extensive piece in the newsletter this month. A meeting regarding the new building was held last Wednesday, parking around the school came up but the funding is not for use resolving parking issues. The new building will not be increasing the size of the school so there should not be any increase in parking.
- j) **Police** – no report
- k) **Highways** – CATG meeting is next month, Cllr Crawford will attend regarding the SID.

19-20/017 Matters for the next meeting

Councillors were reminded to inform the clerk by 3rd June should any additional items be required.

19-20/018 Date for next meeting 12th June

The meeting was concluded at 8.46pm