

WEST ASHTON PARISH COUNCIL	
Minutes of the Annual meeting of West Ashton Parish Council Held on Wednesday 16th May 2012, at West Ashton Village Hall.	
1) Open the meeting	The meeting commenced at 7.15pm.
2) Election of Chairman & Vice-Chairman	The Chairman stood down, and the Vice Chairman thanked him for all his hard work during the last year. There being no other nominations Cllr Richard Covington was unanimously re-elected as Chairman for the ensuing year – proposed Cllr Richards seconded Cllr Workman. The Vice-Chairman stood down, and the Chairman thanked him for all his hard work and support during the last year. There being no other nominations Cllr Peter Westlake was unanimously re-elected as Vice-Chairman for the ensuing year – proposed Cllr Covington seconded Cllr Robertson.
3) Declaration of Acceptance of Office	The Chairman & Vice-Chairman declared their Acceptance of Office and the Clerk witnessed their signatures at the end of the meeting.
4) Proposed Wind Farm – Review questionnaire results and agree Parish Council position	The Chairman referred to the spread-sheet emailed to all Councillors prior to the meeting detailing the questionnaire results – Nearly 300 questionnaires were distributed throughout the Parish, 75 original copies were returned, plus an additional 12 copied forms. The results showed that 85% of respondents were opposed to the proposed wind farm, with over half of the responses including additional written comments against the wind farm. He suggested that this gave the Parish Council a clear mandate to formally oppose any future application for wind turbines on the Grange farm site. The Chairman then suspended Standing Orders to allow members of the public to participate in a period of open discussion. Standing Orders were re-instated. Following further discussion later on in the meeting the following actions were unanimously agreed - the formal Parish Council position would be to oppose any future planning application for wind turbines on the Grange Farm Site / The Clerk and Chairman to liaise and write a letter to the surrounding Parish Councils to make them aware of the proposed wind farm, detailing the results from the questionnaire, and respectfully suggesting that they may wish to consider canvassing the opinions of their Parishioners in a similar manner, and asking them to confirm their position regarding the proposal when they had fully discussed the matter / Clerk to write to ‘Stop Grange Farm Wind Farm’ action group offering them the support of the Parish Council – Proposed Cllr Covington seconded Cllr Watkins.
5) Chairman’s allowance	The Chairman noted that historically no allowance had formally been approved for the Chairman, however occasionally costs were incurred during the course of business. He suggested that it may be appropriate to consider this matter further in the future when considering the annual budget. In the meantime he declined an allowance for the ensuing year, noting that he would continue to request reimbursement for any expenses as they occurred.
6) In attendance and apologies	Cllr Richard Covington (Chair), Cllr Peter Westlake (Vice-Chair), Cllr Ian Robertson, Cllr Mrs Margaret Workman, Cllr David Richards, Cllr Geoff Watkins, Wiltshire Cllr Francis Morland (left at 8.23pm), PC Mark Hough - Community Beat Manager

	<p>Trowbridge Rural Neighbourhood Policing Team (left at 8.23pm), 3 members of the public (all left at various times during the meeting) and Carol Hackett – Clerk.</p> <p><u>Apologies</u> Cllr Pybus</p>
7) Declarations of interest	None.
8) Minutes of Parish Council Meeting	The minutes of the Parish Council meeting held on 27th March 2012, having been previously circulated, were unanimously approved and signed as a correct record. Proposed Cllr Westlake seconded Cllr Richards.
9) Police report	PC Hough reported that of the 52 rural crimes reported in the last calendar month, only 2 had occurred in the Parish. Taking the last year as a whole, of the 700 rural crimes reported in total, only 44 had occurred in West Ashton, with a spike in October 2011 mainly due to several thefts and burglaries linked to neighbouring Parishes. He then answered questions posed by Councillors.
10) Report from Wiltshire Councillor	Wiltshire Cllr Morland noted that one of the items for discussion at the next Trowbridge Area Board meeting on the 17 th of May was the proposed Cleveland bridge (Bath) weight restriction. There was to be an informal consultation period and he asked if the Parish Council would consider submitting comments – It was agreed that the Chairman and Clerk would liaise and submit comments on behalf of the Parish Council. He confirmed that the Olympic torch would be passing through Southwick and parts of Trowbridge next Tuesday, and that Wiltshire Council would be formally considering the objections received from the Core Strategy Consultation on the 26 th of June, to debate what changes they would be happy to accept, before onward submission to the Inspector.
11) Recreational Area, East Town Lane	The Clerk reported that the transfer of the Play Area to the Parish Council was progressing slowly. Following questions raised at the last meeting (minute number 14.1) by Cllr Richards regarding possible covenants on the site and restrictions to what play equipment might be allowed, confirmation had been received from Persimmon’s Solicitor that this was not the case. In order to fully understand what the Parish Council would be permitted to do on the site in the future, clarification was currently being sought from Wiltshire Council.
12) Community Speed Watch initiative (CSW)	The Chairman reported that the volunteers had now been allocated the device 4 times and carried out a total of 27 sessions. The ‘Speed Indication Device’ that was also being shared with a number of villages, had been installed for the first time on the main road by Shepherds Drove in April, and had remained on site for 2 weeks. It was also noted that the ‘Community Speed Watch Area’ awareness signs had now been erected at both ends of the village as requested. The Chairman referred to a complaint received from a local resident regarding the CSW team standing outside their property, and confirmed that the matter was being discussed with the local community Police Officers.
13) Finance	13.1 The financial statement was noted.

13.2 Insurance – Review and approve the renewal documents – The Clerk referred to the renewal documents received from Zurich Insurance Plc. (Through Community First) confirming the revised insurance cover at a cost of £188.09, and noted that no assets had been purchased or disposed of during the last year. She noted that when the transfer of the Play Area was finally completed, consideration would need to be given at a future date to increasing the ‘Fidelity Cover’ amount, and including specific ‘Play Area liability Insurance’ on the policy. Following a full discussion it was unanimously agreed to accept the quote and renew the insurance cover with Zurich Insurance - Proposed Cllr Richards seconded Cllr Workman.

13.3 The following payments were approved and cheques signed

13.3.1 Chq 362	A Hodgkinson	Internal audit fee	£ 60.00
13.3.2 Chq 363	WALC	Annual subs WALC & NALC	£218.06
13.3.3 Chq 364	West Ashton V Hall	Hall Hire Jan-June 2012	£ 60.00
13.3.4 Chq 365	Community First	Annual Insurance Premium	£188.09
13.3.5 Chq 366	Carol Hackett	Clerk 6 month salary, Allow & Exps	£635.95 *
13.3.6 Chq 367	Post Office Ltd	Clerk NI & PAYE contributions	£106.88
13.3.7 Chq 368	West Ashton School	S137 Grant donation	£300.00

* 6 month salary £570.41 + 6 month allowance £50 + reimburse cost of coloured Paper £10.75 + reimburse cost of tally counter £4.79 = £635.95

(Chq 361 VOID)

Payment of cheques unanimously agreed – proposed Cllr Covington seconded Cllr Richards.

13.4 To approve the accounts for the year ending 31st March 2012.

13.4.1 To note the Internal Auditors report - The Clerk reported that the internal auditor had carried out his audit and had confirmed that overall the maintenance of the Parish Council’s procedures and finances remains satisfactory.

13.4.2 To approve and sign sections 1 and 2 of the Annual Return - The Clerk detailed the contents of both sections of the Annual Return to the Council and circulated a document which detailed a breakdown of the year end accounts. Sections 1 and 2 of the Annual Return for the year ending 31st March 2012 were unanimously approved and signed by the Chairman and the Clerk (Responsible Financial Officer) – proposed Cllr Workman seconded Cllr Westlake.

13.4.3 To approve the schedule of assets - The Clerk referred to the document circulated to Councillors before the meeting, and confirmed that there had been no movement of assets during the year. Schedule unanimously approved un-amended from last year – proposed Cllr Workman seconded Cllr Westlake.

13.5 Re-consider request for grant funding from West Ashton School – The Chairman referred to the letter received from the School responding to the questions raised by the Parish Council. Following a full discussion a grant of £300 was agreed by a majority decision – Proposed Cllr Westlake seconded Cllr Robertson (5 Cllrs for, 1 abstention). It

	<p>was agreed that a cheque would be prepared and signed at the end of the meeting.</p> <p>13.6 Consider arrangements for opening new Bank Account when funds received from transfer of Play Area, and discuss maintenance schedule for the site – Following a full discussion it was agreed to delegate to the Chairman and Clerk the job of investigating the different bank accounts, interest rates etc. in which to deposit the funds which were due to be received in due course when the transfer of the Play Area had been finalised.</p>
<p>14) Correspondence</p>	<p>14.1 From Wiltshire Council – Details of proposed diversion of part of Footpath 5 at Kettle Lane House, West Ashton (comments by end of May) – Following a full discussion it was noted that the alternative path currently offered by the landowner was already overgrown and almost impassable. It was unanimously agreed to oppose the amended proposed diversion, stating the same reasons as in the previous response – Proposed Cllr Richards seconded Cllr Robertson.</p> <p>14.2 From Wiltshire Council – Details of Path Improvement Grants Scheme (PIGS) 2012 – Following a full discussion it was agreed to proceed with the proposal agreed with the Rights of Way Warden to replace 6 stiles with kissing gates (the PIGS grant would fund the purchase of the kissing gates, and the Ramblers would provide their time ‘in kind’ to install the gates) - Clerk to liaise with the Chairman for submission of the application.</p> <p>14.3 From Wiltshire Council – Details of Area Board Meeting 17/5/12 at the Civic Centre – No Councillors were available to attend the meeting.</p> <p>14.4 From Wiltshire Council – Rural Facilities Survey 2012 – Chairman and Clerk completed and returned – Noted.</p> <p>14.5 From Wiltshire Council – Response to Parish Council enquiry regarding ‘dog fouling’ signs – The Chairman noted that Wiltshire Council had provided a bundle of A5 sticky backed signs for the Parish Council to put up around the village.</p>
<p>15) Report from Parish Council representative on the Village Hall committee</p>	<p>The Chairman reported that the acoustic panels had now been installed in the hall. It was understood that no further major projects were currently being considered for the hall.</p>
<p>16) Parish Matters</p>	<p>Cllr Richards noted the poor state of the road edge verges on the section of the C49 from the traffic lights down to the entrance to the Development site entrance. The damage to the verges was mainly being caused when lorries accessing the Development site were passing and needed to drive up onto the verges to ensure there was sufficient passing room. This action was causing the road edges to become worn and mud to be forced down onto the road surface, which could be particularly dangerous for cyclists and motorbike riders - Clerk to raise the issue with Wiltshire Council. Cllr Covington noted a pot hole on the way into Trowbridge, between the two entrances to Clarendon Avenue - Clerk to notify ‘Clarence’ (dealt with by contractor the following day). Cllr Robertson asked if in the future the Police could be asked to provide statistics on reported crimes for the period back to the previous meeting, rather than just for the previous calendar month, to ensure that Councillors were being fully informed – Clerk to include this request when emailing details of the meetings to the Neighbourhood Policing Team. The Chairman asked if consideration might be given in the future to holding the Parish Council meetings on a monthly basis – To discuss further at the next meeting.</p>

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17) Date of next meeting	Wednesday 18 th July 2012.
18) Closure of meeting	Meeting closed at 9.40pm.

Initial