

These minutes will be posted on the PC website [www.charlton-st-peter-and-wilsford-pc.org.uk](http://www.charlton-st-peter-and-wilsford-pc.org.uk)

**Charlton St. Peter and Wilsford Parish Council**  
**Minutes of the Quarterly Meeting**  
**Held at Wilsford Village Hall on Wednesday May 2<sup>nd</sup> 2018**

Present: Neil Golding (NG) Chairman, Tim Fowle (TF) RFO, Bob Montgomery (BM), Ed Paice (EP),  
Al Hickman (AH),

Also Present: Dave Harvey (Clerk) (DH), Julian Down, Cassandra Fowl (CF)

Apologies for absence: Malachy Guinness (MG), Paul Oatway (PO)

No declarations of interest were made

1. Minutes of the meeting March 7<sup>th</sup> 2018 were agreed unanimously and signed by NG.
2. **Crime & Disorder:** A regular crime report is circulated
3. **WC Meeting** – No report due to PO's absence
4. **Matters arising**
  - 4.1 Two applications for the position of clerk were received. One was looking for a larger role and much bigger salary. The other (CF) was elected at the subsequent AGM
  - 4.2 Bridleways & Footpaths – AH is currently working on the grant request form from the PAB. Since the Allen Scythe has now been acquired by Christopher Beese the grant will be used for its maintenance.
  - 4.3 Flood plan – AH is still working on it. NG will copy AH on the plans already in the PC emergency plan as a template.
  - 4.4 GSW – on back burner, keep as ongoing.
  - 4.5 NDP – on back burner, keep as ongoing.
5. **Planning**
  - 5.1 No CsP plans discussed
  - 5.2 No Wilsford plans discussed.
  - 5.3 A short discussion was held to clarify the PC's role in the planning process,
6. **RFO's Report**
  - 6.1 TF's report is attached. TF reported that the accounts are good and healthy.
  - 6.2 Payments to Houndscroft for the maintenance of the website will be paid from the "current account" in future rather than the Wyvern account,
  - 6.3 It was agreed that should the new clerk require new computing equipment it will be purchased from the grant previously obtain and held in the Wyvern account.
7. **PAB report** – Minutes from PAB distributed,
8. **AOB**
  - 8.1 EP reported that the area behind the village hall has now been purchased by MG and the PC have been promised first refusal should it come back onto the market,
  - 8.2 Code of conduct and standing orders documents are now with all counsellors.
  - 8.3 BM asked if the council would support aerial photos being taken of each village each 5 years to document changes in each village, The PC agreed in principal and will discuss with residents. CF will research suppliers.
  - 8.4 The Community Infrastructure Levy is incorrect in the number of residences in each village but it was agreed to leave it as is as it has little effect.
  - 8.5 GDPR - WC say is that advice on what PCs should do is imminent,
  - 8.6 Chairman. – it was agreed that a role is to ensure a link between the two villages. It was agreed that the incumbent rotate between the councillors on an annual basis. This will be trialled over 3-4 years
9. **Correspondence** - none

These minutes will be posted on the PC website [www.charlton-st-peter-and-wilsford-pc.org.uk](http://www.charlton-st-peter-and-wilsford-pc.org.uk)

10. **Dates of next meetings:**

Parish Council: July 18<sup>th</sup>, November 7<sup>th</sup>, February 6<sup>th</sup> 2019, May 8<sup>th</sup> 2019, including AGM and Village Meetings,

Pewsey Area Board: 21<sup>st</sup> May (AH), 9<sup>th</sup> July (MG), 3<sup>rd</sup> September (AP), 12<sup>th</sup> November (TF)

Meeting closed at 20:37

DWH (3-05-18)

Charlton St Peter & Wilsford Parish Council.

Financial Year Commencing 1 April 2017

Budget for 2017/2018

<b>Opening Balance</b>	<b>£500.95</b>
Precept	+£1100.00
Clerks Fees	- £520.00
Clerks Fees (HMRC)	- £130.00
Came and Co (Insurance)	-£168.00
Houndscroft (Website Maintenance)2017	-£126.00
Councillor training Day	-£61.89
Donation to Wilts Air Ambulance	-£110.00
Donation to Pete Mead (Fuel for trimming path to Rushall)	-£40.00
Transfer from wyvern account for website costs 2017	£126.00
Houndscroft (Website maintenance)2018	-£126.00
<b>Balance as at 02/04/18</b>	<b>£445.06</b>

**Closing Balance (02/04/18) £445.06**

**Wyvern Account (Web site costs etc)**

<b>Opening Balance</b>	<b>£1887.40</b>
<b>Web Site Costs (Txfr)</b>	<b>-£126.00</b>
Balance as at 02/04/18	£1761.40

**Other notes:**

- It would appear that at least some of the costs for any elections in the future may well have to be covered by us, so I suggest we keep this fact/rumour in mind when making future decisions regarding precept figures.
- Community First NOT Subscribed to this year.
- It would appear from these figures that the current precept is at the bare minimum to cover our normal operational costs. The reserve in the wyvern account seems a lot, but if we require a new computer etc to run the website after Dave retires (April, not far away now) we will use up a fair chunk of it .It might be worth considering upping the precept to enable us to gradually increase the reserves in the main account. I would suggest asking for £1200 and see what response we get from the parishes.  
We actually applied for £1350 which will help increase the balance to a healthier level, after unforeseen expenses such as the training day. Presented to account 25/4/18.
- There is no outstanding expenditure which I am currently aware of.

T C Fowle RFO 02/05/18