

# Poulshot Parish Council

## Annual Parish Council Meeting Minutes

Minutes of the Meeting of Poulshot Parish Council  
Held in Village Hall on Tuesday May 18<sup>th</sup> (following the Annual Parish Meeting)

**Council members present:** Cllrs. M. Davis (MD), L. Bissett (LB), C. Church (CC), T. Hues (TH), N. Jefferies (NJ), C. Nichols (CN) and D. Scott (DS). Cllr T. Reay (Wiltshire Council)

**Officer present:** R. Culverhouse (Clerk). 16 members of the public

Members of the public were asked if they wished to make any comments.

- 21/22 – 1 Election of Chairman**  
Ben Hamilton (as outgoing Chairman) asked for nominations for Chairman. Cllr Davis was proposed by Cllr Jefferies and seconded by Cllr Bissett. There were no other nominations, Vote taken, **all agreed**.
- 21/22 – 2 Election of Vice-Chairman**  
Cllr Davis took the chair and asked for nominations for vice-Chairman. Cllr Davis proposed Cllr Bissett and seconded by Cllr Nichols. No other nominations received, vote taken, **all agreed**.
- 21/22 – 3 Signing of Acceptance of Office by Councillors**  
All Councillors signed their Acceptance of Office in front of the Clerk
- 21/22 – 4 Signing of Acceptance of Code of Conduct**  
All Councillors signed their Acceptance of Code of Conduct in front of the Clerk. The Clerk also reminded Councillors about sending their 'declaration of interests' to Wiltshire Council within 30 days
- 21/22 – 5 Apologies**  
None
- 21/22 – 6 Declaration of Interest**  
None
- 21/22 – 7 Chairman's announcements**  
Thanks were given to the past Councillors for the work they had done in the past.
- 21/22 – 8 Previous Minutes**  
The minutes of the Parish Council Meetings of March 2<sup>nd</sup> and March 23<sup>rd</sup> 2021 were proposed by Cllr Bissett and seconded by Cllr Hues, **all agreed** and signed as correct by Cllr Davis, although none of the new Councillors were present at those meeting but were verified by Councillors from the old Council who were present.
- 21/22 – 9 Higher Green Farm**  
Ben Hamilton gave a short history of the swap of Parish Council land for amenity/recreational land and update on final negotiations. There needed to be two of the new Councillors who would oversee the completion. Cllr Davis asked if any

Councillor would like to be considered. Cllr Hues and Cllr Jefferies put their names forward. No other nominations. **All agreed** these two Councillors would represent the Parish Council in future negotiations and oversee completion.

**21/22 – 10**

### **Financial Matters**

The Clerk explained the sheet which he had circulated in respect of financial matters of the Council. He also explained that he had also received that day the Insurance renewal which he believed could also be paid at the meeting as it was part of a 3 year deal voted on at a previous meeting.

#### **Payments approved**

Charlton Baker	£12.50 (£10.42 + £2.08 vat)
Clerk's salary (Apr)	£146.41
WALC subscription	£150.67 (£125 + £25.11 vat)

These payments were proposed by Cllr Jefferies and seconded by Cllr Davis. **All agreed**

It was proposed by Cllr Scott and seconded by Cllr Bissett that the payment of £347.21 for the Council's insurance be paid under the assumption that the previous Council had agreed the sum on a 3 year agreement and that 2 previous Councillors countersign the cheque/invoice. **All agreed**

#### **Disbursements since last meeting**

1&1 Internet – 26/3/21 (DD)	-£9.00
Savings Champion (DD)	-£88.50
Savings Champion	+90.00
Clerk's salary (Jan) (Ch 743)	-£166.61
Clerks Salary (Feb) (Ch 744)	-£166.61
Open Spaces (Ch 745)	-£45.00
SLCC (Ch 746)	-£35.00
Charlton Baker (Ch 747)	-£37.50
Mrs E Martin (Ch 748)	-£9000
1&1 Internet – 14/4/21 (DD)	-£9.00
WC Precept	+£6237.50
Expenses (Ch 740)	-£65.62
Charlton Baker (Ch 750)	-£31.25
HMRC (Ch 749) - £50 – outstanding	

#### **Community Fund**

The Clerk explained what had happened in regard to the Community fund over the previous few months including the actions of the Council's financial advisors, Savings Champion. The Clerk reminded the Council that we are bound by the current Council's Financial (Investment) regulations.

#### **VE 75 Celebrations**

Ben Hamilton outlined that a payment (deposit) had been made by Caroline Morison to Padfield Porkies. The event never took place. Discussion arose. It was proposed that Cllr Davis speak to Padfield Porkies to negotiate a refund back to Caroline Morison. **All agreed**

**21/22 – 11 Lloyds Bank**

The Clerk explained that new signatories were required on the Bank mandate as none of the existing ones (except the Clerk) were Council members. It was proposed that Chairman (Cllr Davis) and Vice Chairman (Cllr Bissett) together with Cllr Scott and Cllr Church be the signatories, proposed by Cllr Jefferies and seconded by Cllr Nichols. **All agreed**

The Clerk outlined how internet banking takes place and suggested that would be the way forward but change signatories first but as this could take some time to arrange, in the meantime, it was agreed that Councillors from the 'old' Council (who had the authority to sign) could still sign any required cheques but cheque book stubs/invoices would be counter signed by 2 of the 4 new signatories.

**21/22 – 12 Planning Matters**

Discussion arose over planning matters namely the Stud in Hay Lane and conditions that still had not been met but Wiltshire Council was looking to discharge the application. It was agreed that the Clerk would contact Wiltshire Council again (and copy in Tamara Reay) with the ongoing concerns of the Parish Council. It was also agreed that representatives of the Council arrange a meeting with Mrs Myerscough at the Stud.

Ben Hamilton gave an update of the mobile unit in Barley Hill lane which would not be used for residential purposes.

**21/22 – 13 Date of next Meeting**

This was set for Tuesday June 22<sup>nd</sup> at 7.30pm

Before the meeting closed discussion arose over the Green and Cllr Scott agreed to be the contact.

The Clerk stated that he should have any items for future Agendas at least seven days before the Meeting.

Discussion arose over a possible Council Facebook page and also 'new' website.

The Meeting closed at 8.45pm

Signed..... Date.....