

Minutes of the Annual Meeting of Worton Parish Council held on Monday 17 May 2021 in Worton Village Hall at 7.30pm.

Present: Cllr Barry Devine (BD) (Chairman); Cllr Robert Goss (RG); Cllr Malcolm Powell (MP); Cllr Richard Slack (RS); Cllr Nick Stokes (NS)

Also present: Liz Starling (Clerk); Cllr Tamara Reay (TR); 1 member of the public

Apologies: Cllr Dicky Parsons (DP)

15/21/22	Election of Chairman: Barry Devine indicated his willingness to stand as chairman; there were no other nominations. Resolved: NS proposed, MP seconded that Cllr Barry Devine be elected chairman. Agreed.
16/21/22	Election of Vice-Chairman: BD nominated Richard Slack for the position of vice-chairman. There were no other nominations. Resolved: BD proposed, NS seconded that Cllr Richard Slack be elected vice-chairman. Agreed.
17/21/22	Apologies for absence: The Chairman received apologies for absence.
18/21/22	Acceptance of Office: All councillors that were present completed their Acceptance of Office forms; these were witnessed by the Clerk.
19/21/22	Declaration of Members' Interests: There were no declarations of interest.
20/21/22	Minutes of meeting held on 12 April 2021: Resolved: It was proposed by MP, seconded by BD and agreed by all that the minutes were an accurate record. The minutes were duly signed.
21/22/22	Chairman's Remarks: BD welcome the new council, stressing the importance of being of a united council. He thanked them for their support of the chair and vice-chair. BD went on to congratulate Cllr Tamara Reay on her election to Wiltshire Council and invited her to speak to the meeting.
22/21/22	Wiltshire Councillor's Report: TR said it was a pleasure to represent Worton Parish at Wiltshire Council. She is aware that connected to the Local Plan Review, the Parish Council has expressed concern re Worton's Large Village status and that a letter has been sent to Planning. Tomorrow is the first full meeting of Wiltshire Council and she will follow this up with the Cabinet Leader for Planning when appointed. Cllr Philip Whitehead has stepped down as leader of Wiltshire Council; the new leader will be appointed at this meeting. It will be a hybrid meeting with Wiltshire Council Councillors being there in person and the public joining virtually. TR was asked for an update on the Wiltshire Police and Crime Commissioner. She explained that the matter was being investigated by Thames Valley Police and there will be a bye-election on 19 August 2021. TR said that she would be interested to know the priorities for Worton moving forward. RS said that he had been the Parish Council representative on the Community Area Transport Group (CATG) and was pleased to see that the Black Dog crossroads issue is progressing.

Signed:

Date:

	The Chairman declared that the meeting was temporarily suspended to allow for an open session for 15 minutes where members of the public may make representations, answer questions and give evidence in respect of the business on the agenda. Nothing raised. There were no further comments from the public therefore the Chairman closed the Open Session.
23/21/22	Approval and adoption of the Standing Orders for Worton Parish Council: Clerk advised there was no amendment needed to the Standing Orders. Resolved: MP proposed, RS seconded that the Standing Orders be approved and adopted for another year. Agreed.
24/21/22	Approval and adoption of the Financial Regulations for Worton Parish Council: Clerk advised there was no amendment needed to the Financial Regulations. Resolved: MP proposed, NS seconded that the Financial Regulations be approved and adopted for another year. Agreed.
24/21/22	Co-Option Of Members: Section 21 of the Representation of the People Act 1985 gives the Parish Council the power of co-option to fill vacancies remaining unfilled following an ordinary election. There are two vacancies for Worton Parish Council. It was agreed for these to be filled by co-option. Clerk to advertise in June edition in The Bridge, on notice board, Facebook, website etc. Applications will be considered at the July Parish Council meeting. A casual vacancy has also occurred due to the resignation of Roger Wilshire. This has been publicised by Wiltshire Council. If by 11 June 2021 a request for an election to fill the vacancy is made by 10 electors from the Parish of Worton, an election will be held, otherwise the vacancy will also be filled by co-option.
25/21/22	Appointment of members to Work Streams and Responsibilities: a) Transport and Road Safety - RS (lead); DP; b) Leisure Facilities, Appearance and Environment - NS (lead); RG; MP c) Planning - DP (lead); NS d) Community and Learning - BD (lead); Clerk e) Communications - Clerk (lead); BD f) Finance - MP (lead)
26/21/22	Eligibility for the General Power of Competence: The prescribed criteria which a local council is required to fulfil in order to become an eligible parish council are set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. It confirms that a local council is eligible to use the general power of competence if:- • it has a qualified clerk; • a minimum of two-thirds of the total number of councillors have been elected; and • it has resolved at a meeting of the council and each subsequent relevant annual meeting (that is, an annual meeting that takes place in a year of ordinary elections of parish councillors) that it meets these conditions. Resolved: The meeting resolved that it met the criteria above in that: the Clerk has attained the Certificate in Local Council Administration; 6 of total of 9 councillors have been elected.

Signed:

Date:

27/21/22	Parish Council Insurance for 2021/2022: Three quotes for the 2021/2022 insurance renewal were circulated including quote from current provider which had increased the premium by over 50%. Resolved: MP proposed, RS seconded and agreed that a 3-year agreement would be taken out with Zurich through Community First at a cost of £360.72.																		
28/21/22	Traffic surveys - update on request for intervention on C20 Seend Road Clerk had circulated email from the Community Speed Watch (CSW) co-ordinator re Seend Road prior to meeting. RS will speak to DP about this. Clerk has also circulated the latest CSW report which shows an increase in speed of traffic through the village. It was suggested that Suzanne Bonfield be invited to the next meeting. It was acknowledged there was a need to progress the purchase of Speed Indicator Devices for the village. Clerk has two quotes and is trying to obtain a third. To circulate these and add to agenda for June meeting. Black Dog crossroads to also be added to agenda.																		
29/21/22	Planning: a) The Parish Council's response to the following planning application was considered: <table><tr><td>PL/2021/04997</td><td>12 Gaisford Chase, Worton SN10 5RX</td><td>2 x Norway Maple trees - cut back crowns by 2m</td></tr><tr><td colspan="3">No objection</td></tr></table> b) The following decisions were noted: <table><tr><td>21/01942/FUL</td><td>Old School House 116 High Street Worton SN10 5SE</td><td>Loft conversion with roof lights and side facing pitched roof dormer</td></tr><tr><td colspan="3">Decision: Approve with conditions</td></tr><tr><td>PL/2021/03301 Lawful Development Certificate for a Proposed Use</td><td>14 Gaisford Chase, Worton, Devizes, SN10 5RX</td><td>Proposed single storey rear extension</td></tr><tr><td colspan="3">Decision: Approve</td></tr></table>	PL/2021/04997	12 Gaisford Chase, Worton SN10 5RX	2 x Norway Maple trees - cut back crowns by 2m	No objection			21/01942/FUL	Old School House 116 High Street Worton SN10 5SE	Loft conversion with roof lights and side facing pitched roof dormer	Decision: Approve with conditions			PL/2021/03301 Lawful Development Certificate for a Proposed Use	14 Gaisford Chase, Worton, Devizes, SN10 5RX	Proposed single storey rear extension	Decision: Approve		
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30/21/22	Finance: a) Resolved: BD proposed and NS seconded that the Annual Internal Audit Report, circulated before the meeting should be received and noted. Agreed. A letter of thanks was sent to Frank Marshall, the internal auditor. b) Resolved: MP proposed and RG seconded that the Annual Governance Statement 2020/2021, circulated before the meeting be approved. Agreed. c) Resolved: NS proposed and MP seconded that the Accounting Statements 2020/2021, circulated before the meeting be approved. Agreed. d) Resolved: MP proposed and BD seconded that the Certificate of Exemption 2020/2021 be signed. Agreed. e) Clerk advised that David Johnson and Mark Fisher need to be removed as signatories to the bank accounts. Mandate signed. Two new signatories are required; Resolved: it was agreed that these will be																		

Signed:

Date:

Richard Slack and Nick Stokes. To have access to online banking as well. Clerk will complete a new mandate and obtain the necessary signatures.

f) Accounts to be paid:

Resolved: Proposed by BD, seconded by RG and agreed by all that the following accounts be paid:

<i>Payable to</i>	<i>Net</i>	<i>VAT</i>	<i>Gross</i>
HMRC/E M Starling	375.74	0.00	375.74
Society of Local Council Clerks	112.00	0.00	112.00
Value Products Limited	38.50	7.70	46.20
Total	526.24	7.70	533.94

Inter account transfer:

	Amount:	None
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31/21/22

Correspondence:

1. Clerk has finally managed to speak to Paul Millard from Wiltshire Council about various rights of way issues. The installation of the kissing gate on WORT22 will be done this week. He will chase the contractors for the quotes for resurfacing WORT11/MARS9. He has no issue with the Parish Council putting up 'no cycling' signs along Back Lane but advised that these are not legally enforceable.
2. Clerk reminded councillors of the Neighbourhood Planning online survey that had been forwarded to them for completion.

32/21/22

Items to be considered for the agenda for the next meeting and questions to the Council:

Speed Indicator Devices
Community Speed Watch update
Black Dog crossroads
Vacancy/co-option update

Key messages:

New councillors
Start of new 4-year term

Date of next meeting: **Date of next meeting:** Monday 7 June 2021. This will be held at 7.30pm in Worton Village Hall.

Signed:

Date: