

MINUTES OF THE MEETING OF CALNE WITHOUT PARISH COUNCIL
HELD AT LANSDOWNE HALL, DERRY HILL
MONDAY 9th May 2022

CALNE WITHOUT COUNCILLOR ATTENDANCE

Present (P): Apologies (A): Did Not Attend (X)

Ioan Rees (Chair)	P	Keith Robbins	P	John Barnes	P
Lucy Campbell Rogers	P	Pauline Crane	P	Sue Deedigan	P
Charlotte Fossa	A	Rob Hislop	P	Jurgen Kronig	P
Bruce MacInnes	P	Doug Price	P	Philippa Todd	P

Wiltshire Council Unitary Councillor (Calne South) Sam Pearce-Kearney sent his apologies.
Wiltshire Council Unitary Councillor (Calne Rural) Ashley O'Neill sent his apologies.

18/22 Annual Meeting: Election of Chairman

To elect a Chairman.

Current Chairman Ioan Rees opened the meeting and called for nominations for Chairman.
Cllrs Robbins Proposed Cllr Rees to continue as Chairman with Cllr Todd seconding.

It was resolved by majority agreement that Cllr Rees be appointed Chairman of Calne Without Parish Council for the year 2022/23

19/22 Annual Meeting: Election of Vice Chairman

Cllr Robbins stood down from the role of Vice chairman of the Council. Nominations for the role was requested.

Cllr Kronig proposed Cllr Barnes as Vice Chairman, with Cllr Hislop seconding the nomination.

It was unanimously resolved that Cllr Barnes be appointed Vice Chairman of Calne Without Parish Council for the year 2022/23

20/22 Declaration of Acceptance of Office

Chairman

Councillor Rees signed the declaration of acceptance of the position of Chairman of Calne Without Parish Council and the Clerk witnessed, signed and dated.

21/22 Apologies

Apologies were received from Cllr Fossa.

The apologies were unanimously accepted and approved.

22/22 Public participation and Correspondence

22.1/22 Public Speaking

Opportunity for members of the public to address the Committee.

22.2/22 Correspondence

To receive any correspondence not previously circulated.

No members of the public wished to speak at this point.

23/22 Declarations of Interest

Declarations from Councillors of any disclosable pecuniary interest (Standing Orders 13b) or other interest (Standing Orders 13c) in respect of matters being considered by the Council.

Cllr Price declared an interest in item 18 on the agenda (Calstone Jubilee bench) as the person who submitted the grant application on behalf of the group.

24/22 Chairman Announcements

The Chairman noted that since the last council meeting Cllr Songhurst stood down, The councillors

Cllr David Songhurst received a Vote of thanks for his work whilst on the Parish Council.

25/22 Minutes

Recommendation: That the Council approve the [Minutes](#) of the meeting held on 11th April 2022 as a true and fair reflection of the motions agreed by the Council and the discussions that took place and that these be signed by the Chairman as such.

It was unanimously resolved to approve the minutes of the meeting held on 11th April 2022.

26/22 Responses to Actions

The clerk reported that the Dog waste bin for Studley had arrived and was waiting to be installed,

The SIDS had been delivered to Cllr Barnes,

The vacancy created by the resignation of David Songhurst was currently being advertised and electors had until 26th May to request an election. If no election is called there would then be 3 seats available for co-option in Middle ward.

27/22 Accounts

27.1/22 Payments

Recommendation:

That the following payments be approved:

Wiltshire Association of local councils	Annual Subscription 2022/23	£1059.83
Auditing Solutions Ltd	Provision of internal audit 2021/22	£234

The payments were unanimously approved

To note the following payments made

K Checchia	Salary April plus 10 hours overtime	£725.01
Wiltshire Pension Fund	Employee and Employer LGPS Pensions contributions	£179.74
Idverde	Bin Emptying April 22	£108
Broxap	Sirius Dog Waste Bin for Studley	£254.40
Stocksigns Ltd	2 Speed indicator devices	£5992.80
Oakford	Web Hosting and OS365 online plan	£994.32
Calne Town Council	Contribution to neighbourhood plan administrator	£242.78
Rub a Dub Pre School	Grant Payment	£1000
Lansdowne Hall	Hall Hire	£118.08
Derry Hill and Studley Fete	Pitch purchase	£20

The payments were noted

27.2/22 Balance and Expenditure

To consider and approve the [balance and expenditure](#) for the period ending 30th April 2022. Report circulated.

Recommendation: That the Council approves the balance and expenditure for the period ending 30th April 2022.

The balance and expenditure report was unanimously approved.

27.3/22 Approve list of contracts

The Council has ongoing contracts under which payments can be approved and paid outside meetings and reported to the next available Council meeting for noting. In accordance with the Council's Financial Regulations these contract payments are approved each year.

Recommendation: To approve the following ongoing contracts:

Supplier	Good /services	Contract price
Simon Day& Co	Payroll and HMRC reporting of same	£36 per quarter

Idverde	Servicing of the Council's 9 bins	£2.50 ex VAT per bin per week, invoiced monthly.
Greg Fowler	Noticeboard maintenance	£85 per Board (4 Noticeboards)
Oakford IS	IT support	£2764.80 paid for period 18/1/201 to 17/1/22
Clearwater	Website support	£25 plus VAT per month for half an hour support
Clerks Salary (Inc NI, pension and tax payments)	As per employment contract	As per employment contract

The ongoing contracts were unanimously agreed

28/22 Representation on Committees Working Groups and Outside Bodies

To appoint Councillors to the Finance Committee, Strategic Plan Committee Human Resources Committee, working groups and as representatives on outside bodies. [List circulated](#), All committee membership will be required to be appointed.

28.1/22 Human Resources Committee;

It was resolved by majority that Cllrs Rees, Crane, Deedigan, Todd, Robbins be appointed to the Human Resources Committee.

28.2/22 Finance Committee,

It was unanimously resolved that Cllrs Rees, Barnes, Hislop, Macinnes, Price, Crane, Kronig be appointed to the Finance Committee.

28.3/22 Strategic Plan Committee,

It was unanimously resolved that Cllrs Rees, Barnes, Hislop, Kronig, Macinnes, Price, Campbell Rogers be appointed to the Strategic Plan committee.

28.4/22 Footpaths and Rights of Way Working Group

Membership agreed; Cllrs, Robbins, Barnes, Deedigan, Hislop, macinnes, and Price and Kronig

28.4/22 Engagement and Participation Working Group

Membership agreed; Clerk and Cllrs Robbins, Crane, Todd, Deedigan and Price

28.5/22 Road Safety Working Group;

Membership agreed; Cllrs Rees, Robbins, Barnes, Deedigan, Macinnes and Price

28.5/22 Climate Emergency Working Group;

Membership agreed; Cllrs Rees, Barnes, Campbell Rogers, Deedigan, Fossa, Kronig and Macinnes.

28.6/22 Outside Bodies

Calne Area board; Chairman / Cllr Deedigan
Lfhig (CATG); Cllr Rees

Calne Area Parish Forum; Chairman

Calne Community Neighbourhood Plan; Cllr Robbins and Deedigan

Lower Compton Liaison Committee; Cllr Hislop

It was noted that Lansdowne Hall would welcome a representative of the Parish Council to become a trustee. It was agreed that the clerk would gather more information on what this entails before a representative is selected.

29/22 Insurance 2022/23

To consider the consider the [two quotes](#) received for the Council's insurance for 2022/23 due for renewal on 1st June 2022. Documents circulated.

Recommendation; That the council consider the two quotes for insurance and select the quote they would like to proceed with. In addition, the council must consider if they wish to enter into a new three year long term deal with the insurance company selected.

It was unanimously resolved to accept the quote from BHIB for £712.28 and to enter into a new three year deal

30/22. Planning – Cllrs

To consider the planning applications currently out for consultation. [List Circulated](#).

PL/2022/02704 BERHILLS HOUSE, CHILVESTER HILL, CALNE, SN11 0LR The Cllrs discussed the application. There were no objections to the application but with comments relating to the use of a more sustainable green energy solution–

It was unanimously approved there were no objections to the planning application

31/22. Strategic Plan

To consider the finished version of the [Strategic plan](#).

Recommendation that the council review and formally adopt the Strategic Plan

Cllr Price stated that apart from the updated committee lists agreed earlier in the meeting the document was now ready to adopt.

Cllr Todd commended Cllr Price for all the hard work on the document.

A member of the public in attendance noted that the document was a clear explanation of what the council does and plans to do. It was noted that the document was very good.

It was unanimously resolved to formally adopt the strategic plan.

32/22 Calne Without Parish Council Internal Audit

To receive the [report](#) from the Internal Auditor.

Recommendation: That the Council note the report.

The Councillors noted the report

33/22 Annual Governance and Accounting Report (AGAR) 2020/21

The Clerk has circulated the AGAR [papers section three report](#) and [report](#).

a. Section 1 Annual Governance Statement

Recommendation: To consider and approve the answers to the AGAR Section 1 Annual Governance Statement 2020/21 and its signing by the Chairman and Clerk.

The answers were considered and approved and Chairman and the Clerk signed the statement

b. Section 2 Accounting Statement 2020/21

Recommendation: To consider and approve the AGAR Section 2 Accounting Statement 2020/21 and its signing by the Chairman.

The statement was considered and approved and signed by the Chairman

c. Making provision for the Exercise of Public Rights

To note that the dates for the exercise of public rights has been set to be from 13th June 2022 to 22nd July 2022 and the AGAR documents approved along with the internal audit report will published with the completed notice as circulated on the Council's website and noticeboards.

The council noted the dates

34/22.Feedback from LFHIG Meeting

To receive the [report](#) from the recent LFHIG meeting. Including a request from Wiltshire Council for a 30% contribution towards the first stage of upgrading CALW65

Recommendation; that the Parish Council consider the request from Wiltshire Council for 30% contribution towards the cost of a topographical survey in relation to the proposed improvements to CALW65.

Power; Highways Act 1980 S43

Budget; Environment and Infrastructure

Community Infrastructure Levy

It was unanimously approved to give a 30% (£600) contribution towards the cost of a topographical survey in relation to the proposed improvement to CALW65.

35/22. Grant request Cherhill Scouts

To consider the attached [grant request](#) and [associated information](#)

Recommendation that the Council consider the grant request for £960

Power; LGA 1972 S137

Budget; Community improvements

CIL reserves

The councillors discussed the grant request.

It was unanimously resolved to approve the grant request of £960 for Cherhill Scouts.

36/22. Grant request Calstone Jubilee Bench

To consider the attached [grant request](#) and [associated information](#).

Recommendation that the Council consider the grant request for £500

Power; LGA 1972 S137

Budget; Community improvements

CIL reserves

The Councillors discussed the grant request.

It was unanimously resolved to approve the grant request for £500 for the Calstone Jubilee Bench. It was requested that Calne Without Parish Council are named on the commemorative plaque.

37/22. Ownership of commemorative stone.

To consider taking ownership of the Commemorative stone planned for Derry Hill and Studley.

Recommendation that the Parish Council consider taking on the ownership of the Jubilee commemorative stone and associated maintenance.

It was unanimously resolved to take on the ownership of the Commemorative stone.

38/22. Grant Request Studley Villagers.

To consider the attached [grant request](#)

Recommendation that the Council consider the grant request for £467.94

Power; LGA 1972 S137

Budget; Community improvements

CIL reserves

The cllrs discussed the grant request.

It was proposed to support the request for 2/3 of the grant request, this proposal was not carried.

It was resolved by majority to approve the grant request for the full amount of £467.94

The meeting closed at 21.23