

CHILTON FOLIAT PARISH COUNCIL

Clerk to the Council: Graham Francis, Telephone 01684 594931

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MINUTES OF THE PARISH MEETING HELD ON TUESDAY 12 JULY 2016

Present: Cllrs Nic Coome (Chairman), Paul Outridge, Lynne Quinton, Sian Stokoe, Rachel Sutton, Graham Francis (Clerk) and 1 member of the public.

1 Apologies: James Hynes, (overseas), James Sheppard (holiday)

2 Minutes of the Meeting held on 10 May 2016

The minutes of the meeting held on 10 May having been circulated were taken as a true record approved and signed by the Chairman.

3 Declarations of Interest: There were none

4 Outstanding matters arising from the minutes:

Defibrillator notice – it was agreed that a notice be posted on the website to state that the defibrillator was not working. **NC** It was suggested that consideration be given to acquiring a temporary defibrillator and that it could be located in either the pub or Stag Services.

Cllr Quinton agreed to approach the proprietors. **LQ**

Weight restriction notice at Foley – Chairman agreed to photograph and send to Highways for action. **NC**

5 Planning: There were none.

6 Recreation Ground: Cllr Outridge reported that he had received a quotation for the replacement Skateboard pipe from Playground Services but had received no response concerning a possible repair job. The Chairman stated that if no solution could be found the equipment should be taken apart and disused. A site visit was arranged for Sunday next at 10.30 am

7 Walnut tree on The Green:

The residents have requested that the tree be reduced in size as overhanging branches are becoming a nuisance. The Council would need an official report before any action could be taken. The Chairman agreed to check who was responsible for this work in the past. **NC**

8 SIDs (Speed Indicator Devices)

The Chairman reported that he would be collecting a SID from Melksham Highways depot the following morning. It would be necessary to find a Wiltshire Council approved contractor to erect and fix the appliance.

9 FINANCE

a) Present financial position:	Parish Account	£5897.16
	Charity Account	£3546.66
b) Payments	Scofell Landscapes April cut	£234.00 (VAT £39.00)
	Scofell Landscapes May cut	£234.00 (VAT £39.00)
	Scofell Landscapes June cut	£234.00 (VAT £39.00)
	G Francis quarterly salary	£534.31
	HMRC PAYE	NIL (£447.60Cr)
c) Receipts	HMRC VAT recovery	£412.52

The payments at (b) were approved by Cllr Coome seconded by Cllr Outridge and agreed nem con.

- d) **Bank reconciliation**
Cllr Outridge received the relevant documents and signed off the Bank Reconciliation.
- e) **Clerk's salary:** Cllr Coome proposed, seconded by Cllr Outridge that the NALC recommended increase in the Clerk's salary be approved. This was agreed nem con.

10 Correspondence, matters of parochial interest and items for next agenda:

The Parish Steward scheme has been reintroduced and a nominated Councillor would be responsible for liaising with the Steward for work to be undertaken in the village. Cllr Hynes had previously done this so it was suggested that he be asked to continue with the new process. **JH** Councillors should let Cllr Hynes know of any works needed.

The Clerk explained the requirement of the Transparency Code which is mandatory from 1 April 2015 for the online publication of key spending and governance information. The Chairman confirmed that the Parish Website was efficiently managed by Julia Goodman.

11 Dates of next meetings:

The next meetings of the Parish Council will be on **Tuesday 13 September** and Tuesday 8 November 2016 at 8.00 pm

There being no other business the Chairman closed the meeting at 20.48

12 Public Forum:

A Member of the public asked about a notice for the defibrillator..

Note: All initials in Bold Type require Action

Signed.....Chairman

Date.....