

# Christian Malford Parish Council

---

## Minutes of the Annual Meeting of the Parish Council

Held on Wednesday 3 May 2023 at 7.15pm at the Christian Malford Village Hall

Those present were noted as Councillors: S Depla (Chair), I Patterson, I Kirkpatrick, C Read, M Cox and K Assinder. Also present: L Roslyn, Clerk, 1 member of the public and Ward Cllr H Greenman.

### 020<sup>(23)</sup> Elect a Chair

It was **resolved to elect** Stephen Depla as Chair and the Statutory Declaration of Acceptance of Office was duly signed and received.

### 021<sup>(23)</sup> Apologies and Reasons for Absence

Apologies were received from Cllrs M Johnson (holiday), P Hines (work) and B Kimber (work).

### 022<sup>(23)</sup> Declarations of interests from members regarding matters on the agenda

No declarations of interests were received.

### 023<sup>(23)</sup> Public Forum Session

A resident asked if the Council would consider carrying out a speed review on the Main Road, as he has witnessed many speeding vehicles, with a view to asking Wiltshire Council to reduce the speed limit. It was agreed that Cllr I Patterson would investigate moving the speed indicator device further along the B4069 and for the Clerk to contact the Lyneham Banks team to ask if it could be added to their monitoring list.

### 024<sup>(23)</sup> Minutes for Approval

It was **resolved to approve** the minutes of the Parish Council Meeting on 5 April 2023 and they were duly signed.

### 025<sup>(23)</sup> To review and approve Policies, Procedures and Governance Documents

It was **resolved to note** that no changes had been made to the adopted policies and procedures:

- a) Standing Orders (v3.1)
- b) Financial Regulations (v3.2)
- c) Other Policies & Procedures
  - i. Allotment Rules & Procedures (v3.0)
  - ii. Bee Keeping Policy (v1.1)
  - iii. CCTV Operational Procedure (v1.0)
  - iv. Complaints Procedure (v1.0)
  - v. Memorial Policy (v1.1)
  - vi. Persistent & Vexatious Complaints Procedure (v1.0)
  - vii. Privacy Notice (v1.0) and GDPR Consent Form (v1.0)
  - viii. Publication Scheme (v1.0)
  - ix. Removable Media Policy (v1.0)
  - x. Website Accessibility Statement (v1.0)

It was **resolved to approve** the changes to the following documents and they were duly adopted:

- d) Internal Financial Control Statement (v1.4)
- e) Asset Register (v3.2)
- f) Risk Schedule – May 2023 (v1.4)

026<sup>(23)</sup> **Code of Conduct (v2.0) (as adopted by Wiltshire Council)**

It was **resolved to approve** the adoption of the new Code of Conduct for Members.

027<sup>(23)</sup> **To confirm Councillor Areas of Responsibility**

It was **resolved to note** that no changes were made to the areas of responsibility for all Councillors, with the exception of Cllr S Depla agreeing to share the Environmental and Sustainability role.

028<sup>(23)</sup> **Finance**

a) It was **resolved to approve** the monthly accounts statement for May 2023 and new invoices totalling £1,736.21 for online payment.

b) It was **resolved to ratify** the approval of expenditure, by the Clerk and Chair, for the emergency repairs to CMAL17 and CMAL1 at £140.

029<sup>(23)</sup> **Planning**

a) Cllr C Read had nothing to report on planning matters.

b) **Premises Licence Application** – It was **resolved to support** the Premises Licence Application for the provision of outdoor live and recorded music and the supply of alcohol at the Recreation Ground on 15 July 2023.

030<sup>(23)</sup> **Neighbourhood Development Plan (NDP) Review**

Cllr B Kimber's update was given in her absence and it was noted that the team are putting together the questionnaire for the public consultation and they will be meeting after 19 May to discuss if further.

031<sup>(23)</sup> **Highways, Parish Steward, CSW and Speed Indicator Device**

Cllr I Patterson gave an update on the latest data from the SID and reported that the Parish Steward was on pot hole filling duties last month, will be on grass cutting duties in May so will next be with us on 14 June – he is still waiting for the new contact details. Cllr K Assinder asked if IP could arrange for the road sweeping team to clear the gravel spilt on Station Road.

032<sup>(23)</sup> **Recreation Ground**

Cllr K Assinder gave an update on matters at the Rec and he will put a post on 'Shout Out' to try and get someone to help with the Junior Play Area re-furb. The Clerk advised that Gigaclear had refused the Community Hub application as the Pavilion is not used enough – KA advised that it was being used more now by the football and cricket teams – the Clerk will re-submit the request.

033<sup>(23)</sup> **Malford Meadow/Allotments**

Cllr Hines's brief report was given in his absence – no matters were raised.

034<sup>(23)</sup> **Burial Ground**

Cllr M Johnson's report was given in her absence – it was noted that she was still waiting on the quote for the gravelled path as it will require the PCC approving access for a digger through the churchyard.

035<sup>(23)</sup> **Rights of Way & Village Assets**

Cllr I Kirkpatrick reported that he was waiting for dry weather to finish the asset labels and as he had not had a reply from contractors (except 1) for the works needed to improve the state of the Drunge – he met with the Maintenance Officer and it was agreed, subject to a quotation, to put together a working party to help him compact and re-gravel it.

036<sup>(23)</sup> **Village Hall**

Cllr I Kirkpatrick reported that the Chair of the Village Hall had resigned.

Chair.....

Date.....

037<sup>(23)</sup> **Flooding/Emergency Plan**

- a) Cllr M Cox reported that all was well and that he will be arranging for Working Groups to help clear the ditches again in late summer.
- b) **Community Emergency Contacts** – It was **resolved to agree** to nominate Cllrs M Cox, P Hines and S Depla as volunteer contacts for the Wiltshire and Swindon Prepared Local Resilience Forum.

038<sup>(23)</sup> **Environmental/Sustainability Matters**

No update report was received. Cllr S Depla praised the 'pink triangle' and would like to encourage the planting of more trees around the village.

039<sup>(23)</sup> **Wiltshire Council**

Cllr H Greenman advised that the applicant for the Land at Station Road Bridge planning application will be lodging an appeal against the decision to refuse it and that, despite a heavy debate at the planning committee, the application for Land adjacent to Malford Farmhouse was approved by 6 votes to 5. He is also disappointed that Michael Gove MP, Secretary of State for Levelling Up, Housing and Communities has still not released the Government's statement on the Housing Land Supply that was expected at the end of March 2023.

040<sup>(23)</sup> **Clerk's Report**

The Clerk's Report was received and forms part of these minutes (available on request from the Clerk).

041<sup>(23)</sup> **Date of Next Parish Council Meeting**

The date of the next Parish Council Meeting was noted as Wednesday 7 June 2023 in the Village Hall at 7.15pm.

*Meeting ended at 20:35*

Chair.....

Date.....