MINUTES OF THE ANNUAL MEETING OF THE STANTON ST QUINTIN PARISH COUNCIL HELD ON 17TH MAY 2023

1. Present: Mr A. Andrews (Chairman); Mrs G. Horton; Capt J. Godwin
Mrs S. Parker; Mr R. Starling; Mrs. R. Whiting;
Mrs Carey (Clerk)

2. Apologies: Mr. T. Sheward Cllr H. Greenman (Wiltshire Council)

3. Absent: Nil

4. Election of Chairman for 2023/24: Mr Adrian Andrews was unanimously elected Chairman for 202324

5. Election of Vice Chairman for 2023/24: Mrs Serena Parker was unanimously elected Vice Chairman for 2023/24

6. Nomination of Representatives:

Area Board	-	Adrian Andrews
Parish Forum	-	Gabrielle Horton/Serena Parker
CATG	-	Adrian Andrews/Roger Starling
Emergency Volunteer	-	Roger Starling
Highways	-	Gabrielle Horton
Footpaths	-	Adrian Andrews
Community Police	-	Adrian Andrews
Village Hall	-	Ros Whiting
Website	-	Martin Horton

7. Dates of Future Meetings:
Wednesday 7th June
Wednesday 20th September
Wednesday 15th November
Wednesday 17th January
Wednesday 13th March
Wednesday 16th May – Annual Council Meeting/Annual Parish Meeting

All meetings to commence at 7.30 pm

8. Code of Conduct; Standing Orders; Financial Regulations: Councillors were reminded of these. Clerk to review the Standing Orders

9. Statement of Balances for year ending 31st March 2023
The Statement of Balances was circulated to all Councillors. The balance as at 31st March 2023 was £24806.71

Ordinary Business

10. Public Question Time: There were no members of the public present.

11. Chairman's announcements and declarations of interest: Nil

12. Minutes: The Minutes of the Meeting held on 15th March 2023 were taken as read and will be signed as being a true record at the next proper meeting.

13. Matters Arising:
a. Highway issues:

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- Litter by the garage: Continue to monitor
- Crossing on A429 from Lower Stanton St Quintin to the bus stop outside Buckley Barracks: On-going. Clerk to contact Wiltshire Council again re the site meeting. Waiting for the results of the Assessment from Wiltshire Council.

b. **Felling of trees at Woodbarn Farm**: The Clerk read out the conditions from the Decision Notice

c. **Application to register the Village Green**: Wiltshire Council had returned the copies of the Applications.

d. **Update from Area Board**: Nil

14. Correspondence:

a. **Traffic through the Village**: Letter received from a Parishioner re the amount of traffic through the village going to the Badminton event. The letter suggested that there may be some "compensation" payment from the organisers. It was agreed that the Clerk would write to the Organisers and also to Wiltshire Highways regarding signage to drive slowly or the supply of portable sleeping policemen for the event.

b. **Wessex Water Environment Grant**: Letter with details of the grants available

c. **Ellwood House – postal address**: Letter received asking the Parish Council to consider suitable names for the roads. After discussion it was agreed to suggest "Halifax Way" and "Stirling Drive"

d. **Wiltshire and Swindon Prepared Emergency Community Contacts**: Request received for details of contacts. It was agreed that Mr Andrews; Mr Starling and Ms Parker should be the named contacts.

15. Planning Applications: The following two planning applications were considered:

PL/2023/03343	Stanton Court East, Stanton St Quintin Construction of a single storey contemporary garden building to be used as a home office and the installation of 900L oil tank No objections but would suggest that the oil tank should be bunded following local regulations
PL/2023/03602	Ministry of Defence, Hullavington Proposed new fire detection system, replacement of the internal doors with fire rated doors and proposed external fire escape pathways with emergency lighting No objections

16. Update on planning decisions and enforcement issues: The following application had been granted permission:

PL/2023/02227	Wychwood Cottage, 52A Stanton St Quintin Proposed works to trees in a Conservation Area

17. Coronation Celebrations: Thanks were given to Liz Cullen for organising the celebrations which had been attended by about 100 people

18. Items for Discussion:

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a. **Grass Cutting**: Quotation received from OCP Services Ltd for cutting the grass in the village in the sum of £120 +vat per cut. It was **recommended** that the quotation be accepted

It was agreed to ask them to strim the area in the Churchyard prior to the Remembrance Services as a cost of £140

b. **1st Aid course for Parishioners**: To be discussed at a future meeting

c. **Planting of tree on Village Green**: It was agreed to defer this for the time being

19. Finance:

a. **Appointment of Internal Auditor**: It was agreed to appoint Karen Sayers as the Internal Auditor

b. **Accounts for** payment: The following accounts were agreed for payment:

WALC	-	Subscription
Mrs M. Carey	-	Expenses
OCP Services Ltd	-	Grass Cutting
Community First	-	Insurance Renewal

It was agreed to accept the tie in price for three years

20. Report from Buckley Barracks: Jack Godwin reported that he had been posted and would be leaving shortly. The structure of the Regiment had changed. The new Squadron was increasing to 728 from 720

21. Items of report and future agenda items:

- Discussion on whether it should be the Village Green or Green Space

22. Date of next meeting:

Wednesday 7th June at 7.30 pm to agreed the Annual Governance and Accounting Regulations

Chairman

Meeting closed at 8.15 pm

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