

ROUNDWAY PARISH COUNCIL

Clerk-Derek Francis, 6A Charlton Park, Keynsham. BS312ND

ANNUAL MEETING OF THE PARISH COUNCIL

Date: Monday 13th May 2013..

Place Nursted School, Brickley Lane, Devizes.

Time 7pm

PRESENT

Councillors	Batchelor	Callow	Wooldridge *
	Rowland	Stevens	Geddes
	Mrs Steel	Miss Vonberg	Collis

* Also Devizes Town Councillor

Wiltshire Councillors Mrs Mayes. Clerk Derek Francis.

16 ELECTION OF OFFICERS FOR 2013-2014

16.1 ELECTION OF CHAIRMAN

Councillor Callow proposed by Councillor Rowland, seconded by Councillor Batchelor. There being no other nomination Councillor Callow was duly elected chairman for the coming year.

Councillor Callow thanked members for their support and completed the usual declaration.

16.2 ELECTION OF VICE CHAIRMAN

Councillor Rowland was proposed by Councillor Callow, seconded by Councillor Mrs Steel. There being no other nomination Councillor Rowland was duly elected vice Chairman for the coming year.

Councillor Rowland thanked members for their support and signed the usual declaration.

17. APOLOGIES

None

18. DISCLOSURE(S) OF INTEREST

1. To receive any disclosures by a Councillor(s) and/or officers in matters to be considered at this meeting in accordance with the provisions of Section 94 or 117 of the Local Government Act 1972 or the Wiltshire Code of Local Government Conduct.

None.

19, FINANCIAL REPORT PART 1

Kevin Rose the council's internal auditor explained his role in the auditing process and gave details of this year's internal audit. He particularly mentioned that last year's figures agreed by then external auditor were incorrect and that he had amended them. He also stated that the white horse money, whilst remaining in a separate bank account should be brought into the council's accounts.

Members noted his comments and thanked him for the information.

Members resolved that the chairman should sign the council's accounts report and accompanying papers.

20. PREVIOUS MINUTES

Members resolved to authorise the chairman to sign the minutes of the 22nd April 2013.

20 ELECTION OF PLANNING COMMITTEE

Members resolved that all members of the council would act as the planning committee with Councillor Geddes acting as the chairman.

21 APPOINTMENTS TO COMMITTEES.

21.1 Joint Burial Committee.

Membership for 2013-14 will be Councillor Callow (Chairman), Councillor Rowland (Vice Chairman), Councillors Miss Von Berg and Batchelor.

21.2 Staffing Committee

The members are The Chairman, Councillors Batchelor, Mrs Steel, Geddes and Stevens.

21.3 Neighbourhood Planning Steering Committee

The representatives are The Chairman, Councillor Rowland and Councillor Geddes.

21.4 Area Board-

The representative is The Chairman.

21.5 REPRESENTATIVE ON AIR QUALITY COMMITTEE

Councillor Rowland was appointed to this position.

21.6 ALLOTMENTS PROJECT MANAGER

Councillor Wooldridge was appointed to this position.

22. THE ELECTION OF A FINANCE SUB COMMITTEE.

Upon a report by the clerk members resolved to form a finance working group consisting of The Chairman, Vice Chairman and Councillors Mrs Steel .

23. REPRESENTATIVES ON OUTSIDE BODIES (Appointments)

23.1 POLICE COMMUNITY LIASON

Councillor Miss VonBerg

23.2 CPRE

Councillor Rowland

23.3 DEVIZES AND ROUNDWAY IN BLOOM

Councillors Mrs Steel and Batchelor.

23.4 TREE WARDEN

Councillor Mrs Steel.

23.5 THE OLD CRICKET FIELD/OLD ORCHARD STEERING GROUP.

Councillor Stevens

24. VACANCIES ON THE PARISH COUNCIL

Upon a report by the clerk members resolved to fill the four vacancies. The applications to be advertised via the web site and notice boards with a closing date for applications of the 1st June. A decision on applicants being made at the June meeting.

25. REPORT FOR INFORMATION AND DECISION REGARDING LOCAL HIGHWAYS AND STREETSCENE SERVICE.

Upon a report by the clerk members resolved that Councillor Miss Von Berg would be the contact point for this service.

26. ALLOTMENTS

An update on the project was given by Councillor Wooldridge.

It was proposed by Councillor Wooldridge that the only greenhouses that would be allowed are poly carbonate ones, size 6` x 4`. This was seconded by Councillor Stevens and agreed.

It was also agreed that the allotments would be formally opened at 10am on the 8th June by Councillor Callow in his role as chairman.

25. NEIGHBOURHOOD PLAN STEERING GROUP

An update was given by Councillor Rowland.

27. APPOINTMENT OF NEW CLERK

Councillor Geddes reported that a short list of three had been drawn up and that interviews would take place on the 22nd May.

28. LIGHT POLLUTION

The clerk reported that Wiltshire Council was carrying a planned programme regarding light pollution and that the Devizes area was due to be examined early in 2014.

29 QUALITY STATUS

The clerk reported that this programme had been suspended until the autumn.

30. COMPLAINT ABOUT PARKING IN WHITE HORSE WAY AND A REQUEST FOR DOUBLE YELLOW LINES.

Members considered a request from Natalie Maddox-Hussain of 86 White Horse Way for support for her application to Wiltshire Council for double yellow lines outside her house due to the parking problems.

The matter was adjourned to the next meeting for the clerk to seek more information.

31 REPORT FOR INFORMATION AND DECISION REGARDING PLANNING

2013/0173/ful. Change of use of land to garden, formation of access and erection of garage and railings at Campfield House, Thomas Wyatt Road. There is a change to the plan area.

Councillor Rowland reported that the local residents had withdrawn their objections and he advised the council to make no comment. Agreed.

32. REPORT FOR INFORMATION AND DECISION REGARDING FINANCIAL MATTERS (Part 2)

32.1 FINANCIAL REPORT.

Members noted this report together with additional information.

32.2 REQUEST FOR A DONATION

Members noted the request from Devizes Outdoor Celebratory Arts for a donation.

The request was adjourned to the 17th June so that the artistic director could attend the meeting and answer questions on the accounts.

33 NOTICE BOARDS

Upon a report by the clerk members resolved:

1. To replace the notice boards in Wansdyke School and Broadleas Park, subject to planning permission and the council's budget.
2. To put up a new board in White Horse Way subject to a site being found.

A full list of Notice Boards is attached to these minutes.

34 QUESTION TIME.

34.1 Councillor Von Berg spoke on the debris blocking the storm water drains. She was advised to contact Clarence at Wiltshire Council.

34.2 Councillor Mrs Steel spoke on the amount of spam being generated via the council's web site. Councillor Wooldridge said he would notify the web provider.

34.3 Councillor Rowland spoke on communications between the council and parishioners. In particular he mentioned the Devizes Messenger which is published by Devizes Town Council. He said that he would contact Devizes Town Council to see if this publication could be shared between them and us.

The clerk pointed out that the publication is not delivered in Roundway Parish and that there is no budgetary provision for this, even if Devizes Town would allow a sharing of their newsletter.

Councillor Wooldridge felt that it would be better if the parish produced its own magazine and pointed out that the web site was a useful tool for communication and was receiving 400-450 hits a month.

Councillor Collis agreed to set up a Facebook page for the parish council

35 PUBLIC PARTICIPATION

None present

36 CLOSURE

The meeting closed at 8.50pm.