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PARISH COUNCIL MEETING MINUTES

Minutes of the Full Meeting of Alton Parish Council
held at the Coronation Hall on Thursday 18th May 2023
commencing at 7:00pm.

MEMBERS PRESENT: Councillors Ewan MacKinnon [EMK], Kate Thompson [KT], Michael Golden [MG], Polly Carson [PC], Mike Spencer [MS], Hayley Kington [HK]

OFFICERS PRESENT: Elizabeth Martin [EM], Clerk to Council

CHAIR: Michael Golden [MG]

APOLOGIES: Ewan MacKinnon [EMK]

Meeting Opened: 19:09

FC23/24/001 **ELECTION OF CHAIR FOR THE ENSUING YEAR AND SIGNING OF DECLARATION OF ACCEPTANCE OFFICE**

Proposed HK. Seconded KT. Passed

IT WAS RESOLVED THAT Cllr Golden Be Duly Elected As Chair Of Alton Parish Council For The Forthcoming Year.

MG signed the Declaration Of Acceptance Of Office

MG assumed the role of Chair for the meeting.

FC23/24/002 **ELECTION OF VICE CHAIR FOR THE ENSUING YEAR AND SIGNING OF DECLARATION OF ACCEPTANCE OFFICE**

Proposed KT. Seconded PC. Passed

IT WAS RESOLVED THAT Cllr Spencer Be Duly Elected As Vice Chair Of Alton Parish Council For The Forthcoming Year.

MS signed the Declaration Of Acceptance Of Office

MS assumed the role of Vice-Chair for the meeting.

FC23/24/003 **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**

Ewan MacKinnon [EMK] emailed 18:02 not read by the Clerk until 00:24 19 May 2023

FC23/24/004 DECLARATIONS OF INTEREST & APPLICATION FOR DISPENSATION

PC declared an interest in FC23/24/008

HK declared an interest in FC23/24/008

FC23/24/005 MINUTES OF THE PREVIOUS MEETING

Proposed MS. Seconded KT. Passed

IT WAS RESOLVED THAT The Minutes Of The Parish Council Meeting Held On 16th March 2023 Be Accepted As Written.

FC23/24/006 CHAIR'S ANNOUNCEMENTS

Thanks to Cllr Polly Carson for her contribution to the Council as Chair for the Council over the past year. The notice board on Honey Street needs to be moved. MS and MG will set a time to remove the board and relocate to a more suitable and sturdier site.

FC23/24/007 PLANNING

FC23/24/008 To Consider Planning Applications

Application: [PL/2022/08344](#)

Location: Land Adjacent Coronation Hall, Alton Barnes, SN8 4LB

Proposal: Erection of New Dwelling and Garage

Response: No Objection - The Parish Council supports the application for this home to be built. However, the Council remains disappointed that there have not been more detailed plans to provide the Council the opportunity to better form a judgment on the visual impact, bearing in mind the concerns raised by numerous people on the height of the roof.

FC23/24/009 To Consider Planning Applications

Application: [PL/2023/03618](#)

Location: Alton Priors/Alton Barnes/Honeystreet

Proposal: Notification of proposed works to trees in a conservation area

Response: No Objections - The Council would highly recommend and be supportive of seeing a formal replanting plan for the area and the loss of trees.

- FC23/24/010 **TO RECEIVE FOR INFORMATION, THE CLERK'S REPORT**
The precept has been received from Wiltshire Council. EM is still working to close the banking with Lloyds. Further documentation has been provided to Lloyds to complete the process. The Council has been asked to consider a list of projects for the community that might be possible to achieve this financial year. EM will email an updated budget to outline financial resources for consideration.
- FC23/24/011 **FINANCE MATTERS**
- FC23/24/012 **To Receive For Information, Disbursements Made Since The Last Meeting**
Moved to July 2023 Meeting
- FC23/24/013 **To Consider And Approve The Schedule Of Forthcoming Payments**
None.
- FC23/24/014 **To Consider And Approve Setting Up A Direct Debit To Charlton Baker For Purposes Of Payroll Management Of £14.17 ex VAT Per Month**
Proposed PC. Seconded MS. Passed
IT WAS RESOLVED THAT Setting Up A Direct Debit To Charlton Baker For Purposes Of Payroll Management Of £14.17 ex VAT Per Month Be Agreed
- FC23/24/015 **To Receive And Approve The Annual Insurance Renewal of £423.58 ex VAT for 2023-2024 (Policy Expiration June 2024)**
Proposed MG. Seconded HK. Passed
IT WAS RESOLVED To Approve The Annual Insurance Renewal As Presented Be Agreed
- FC23/24/016 **GOVERNANCE REVIEW**
- FC23/24/017 **To Review And Approve The Councils Standing Orders**
No Changes Proposed
Proposed MS. Seconded KT. Passed
IT WAS RESOLVED THAT The Council's Standing Orders Remain Unchanged.
- FC23/24/018 **To Review And Approve The Councils Financial Regulations**
No Changes Proposed
Proposed PC. Seconded MS. Passed
IT WAS RESOLVED THAT The Council's Financial Regulations Remain Unchanged.

FC23/24/019 To Review And Approve The Council's Asset Register

Proposed KT. Seconded MG. Passed

IT WAS RESOLVED TO Accept Minor Alterations To The Council's Asset Register.

The revised register is attached to these minutes.

FC23/24/020 TO CONFIRM MEMBERS FOR THE FOLLOWING GROUPS

FC23/24/021 Traffic Initiative Working Group

Proposed MG. Seconded KT. Passed

Members for the Traffic Initiative Working Group remain as HK, MS, and EM

IT WAS RESOLVED THAT THE Traffic Initiative Working Group Would Remain Unchanged.

FC23/24/022 Local Highway And Footway Improvement Group (LHFIG)

Proposed MG. Seconded MS. Passed

Member for the LHFIG will be PC

IT WAS RESOLVED THAT Cllr PC Will Represent The Council On The LHFIG.

FC23/24/023 Pewsey Area Board

Proposed MG. Seconded KT. Passed

EM (Elizabeth Martin) will attend the Pewsey Area Board on behalf of the Alton Parish Council

IT WAS RESOLVED THAT EM Will Represent The Council On The Pewsey Area Board.

FC23/24/024 TO RECEIVE FOR INFORMATION, CORRESPONDENCE AND CIRCULARS RECEIVED

No additional to those already presented at the meeting.

FC23/24/025 TO CONSIDER ITEMS OF MAINTENANCE

- Noticeboards need varnishing to help maintain. Lawn mowing has been started.
- EM to ask EM for the frequency for cutting schedule.

- Bakers Corner review. Wiltshire came to Alton and carried out a review of the Bakers Corner work completed last year in the area. The work carried out is considered good and viable but there does need to be further work carried out to the bank to re-establish it and to protect the large oak tree that is being affected by the condition of the area. It was also accepted that there are issues with the drain just past the bridge, which appears to go nowhere. Wiltshire Council will be undertaking some investigations of where that drain leads to as it fills with water and debris. The Parish Council has been asked to identify who owns the ditch in the area as it requires clearing. MS to send W3W's (What3words) to EM to identify ownership. MS to write to Wiltshire regarding ownership.

FC23/24/026 **KEY MESSAGES.**

Alton Parish Council wishes to introduce the New Chair Michael Golden and Vice Chair Mike Spencer to the Council.

FC23/24/027 **NEXT MEETING.**

The next meeting date will be on the 20th July 2023 at 7:00pm at the Coronation Hall.

Meeting Closed 20:55

These minutes are accepted as a true and accurate record: -

Signed _____ Date _____

Opened at 19:05

Summary Of Public Participation Section

I. To Receive a report from the Unitary Councillor Paul Oatway.

Apologies accepted from Cllr Oatway.

II. Report from Community Police Officer, PCSO

Not in attendance and no report circulated.

III. Comments from members of the public to be considered by the Council regarding items on the Agenda.

No queries received, no members of the public in attendance.

DRAFT