

**Minutes of the Meeting of  
Heywood Parish Council  
at 7:00 pm, 8 April 2019  
at Heywood and Hawkeridge Village Hall**

Members present: Cllr J Masson    Cllr E Lock    Cllr K Youngs  
                         Cllr F Morland    Cllr S Heron

126. **Apologies for absence:** Wiltshire Cllr J Wickham, Cllr P Thompson and Cllr T Griffin.

127. **Declarations of interest:** none.

128. **Minutes of the last parish council meeting held on 18 March 2019:** the minutes of the last meeting were approved and duly signed by the Chairman.

129. **Updates on items outstanding from last meeting:**

129.1 Draft Emergency & Flood Plan – deferred to next meeting.

129.2 Hawkeridge Park Play Area – grass was cut on 9 April; still awaiting confirmation of inspection of equipment.

130. **Planning Applications:** there were no new applications for consideration.

130.1 Re 19/00002/ENF – 83 Hawkeridge Park, Westbury

Original planning application 13/02066/FUL included permission for 2-storey extension, therefore no need for enforcement.

131. **Highways Issues:**

131.1 Report to Wiltshire Council regarding the blocked footpath HEYW9 on Mill Lane remains unresolved: still awaiting inspection by Rights of Way warden.

131.2 Suggestions for placement of Metro Count equipment in Church Road and Dursley Road, Heywood, have been sent to Wiltshire Council.

131.3 Mr and Mrs A Pillidge have volunteered to assist with Lorry and Speed Watches in Heywood village; Mr Pillidge will contact Wiltshire Council to progress this.

132. Local Government Boundary Commission England (LGBCE): it was resolved to delegate the submission of comments on the draft recommendations for division boundaries in Wiltshire, to the Chairman. To include:

a. Proposed changes would alter the identity of the Ethandune Division, from wholly rural to part urban/part rural; and

b. Conflicts of interest on the part of the Councillor for Ethandune Division would arise from such a change.

133. **Clerk's Report:**

133.1 The Clerk submitted notice of resignation to the Parish Council. While the official period of notice is one month, she agreed to remain until appointment of a new

Clerk. It was resolved to delegate the recruitment process to the Chairman until final interviews by the full Council.

The position will be advertised on the Parish Council and WALC websites, and in the White Horse News, with a deadline of 14 May 2019 for applications.

133.2 Cllr P Thompson will be away on duty with the Army for at least six months; the Clerk will find out how this absence will affect his position as a Councillor.

133.3 Website statistics show 635 visitors to the Parish Council website in March, and 165 in April to date.

133.4 Gooding Accounts Ltd have completed the internal audit of the accounts, and completed their report; there are no matters which require attention. The Chairman will check the accounts and supporting documents on 16 April 2019, to enable the Clerk to prepare the final accounts for 2018/19.

**134. Financial/RFO's Report:**

134.1 The Council noted the current year's financial statement to date.

134.2 Invoices and documents relating to the Payments Schedule were authorised and cheques signed. The Payment Schedule was authorised by the Chairman.

A standing order was also signed for the annual payment of £36.00 to 21<sup>st</sup> Century Business Machines, for the support contract.

134.3 Gooding Accounts Ltd have completed the internal audit of the accounts, and completed their report; there are no matters which require attention. The Chairman will check the accounts and supporting documents on 16 April 2019, to enable the Clerk to prepare the final accounts for 2018/19.

**135. Neighbourhood Plan Steering Group:** the NPSG will meet on Thursday 2 May, venue and time to be confirmed.

**136. Parish Play Areas including Glebe Land:** Wiltshire Council have confirmed that the grass at Hawkeridge Park Play Area was cut on 9 April; information on equipment inspection has yet been received. Cllr J Masson will also invite three potential new members.

**137. Correspondence:** various items of correspondence received by the Clerk were distributed for information.

**138. Date of next meeting:** it was confirmed that the next meeting of the Parish Council will be the Annual Parish Council Meeting, to be held at Heywood & Hawkeridge Village Hall after the Annual Parish Meeting which will be at 7.00 pm on Monday 13 May 2019.

**139. Matters for future consideration:**

139.1 Emergency & Flood Plans;

139.2 Recruitment of new Clerk/RFO.

The meeting was closed at 8:35 pm.