

**Minutes of the Meeting of
Heywood Parish Council
at 7:00 pm, 9 April 2018
at Heywood and Hawkeridge Village Hall**

Members present: Cllr J Masson Cllr K Youngs Cllr E Lock
 Cllr F Morland Cllr P Thompson
 Wiltshire Cllr D Jenkins
 Wiltshire Cllr J Wickham

Public forum: none.

158. Apologies for absence: Cllr T Griffin.

159. Declarations of interest: none.

160. Minutes of Parish Council meeting held on 12 March 2018: these were agreed and duly signed by the Vice Chairman, Cllr K Youngs, as he was Chair at that meeting.

161. Update on items outstanding from last meeting:

161.1 Westbury Area Board are to consider the application for a grant towards the cost of a new noticeboard in Heywood, at their meeting on 12 April. Cllr F Morland will attend on behalf of the Parish Council.

161.2 The new noticeboard should be delivered to the Parish Clerk during week ending 20 April.

162. Co-option of Councillor: there were no applicants for consideration.

163. Planning Applications:

163.1 18/02017/CLE Fullingbridge Farm, Heywood: application for lawful development certificate – resolved no objection.

163.2 18/02813/FUL 19a Washington Road, WWTE: application for retrospective change of use – resolved no objection.

163.3 17/12342/OUT Land at Storridge Road, Westbury: noted that Gladman Developments have submitted a response to the s52 agreement. Also noted that Cllr Morland's correspondence about this has not been uploaded to the Wiltshire Council website; Cllrs Jenkins and Wickham will investigate.

164. Highways issues:

164.1 Cllr Jenkins will look into the negative response of Wiltshire Council regarding the missing dog waste bin at Hawkeridge Park.

164.2 The Parish Steward program is due to restart in mid-April, but Highways have advised that this will be delayed due to work being carried out on potholes. The Clerk has received a list of work that the Parish Steward is able to do and asked for any priority tasks to be sent to her.

165. Clerk's report:

165.1 There were 595 visitors to the Parish Council website in March.

165.2 The contract with GoDaddy for the website builder expires in August 2019, and for the domain name in June 2021. There is therefore no urgency in seeking quotes for alternative providers.

165.3 The Parish Council resolved to accept the Financial Regulations proposed by the Clerk. As new template Standing Orders have been issued by NALC, the Council resolved to defer the decision on other documentation until the meeting in June.

166. RFO's report:

166.1 The current year's financial statement was noted.

166.2 The following payments were approved and cheques signed:

	Details	Chq no	Amount
166.2.1	Administration to Parish Council	000824	247.64
166.2.2	WALC membership 2018/19	000825	330.50

166.3 As the final bank statement from Lloyds Bank for the year ended 31 March 2018 has not yet been received, the accounts for 2017/18 will be finalised at the next meeting.

166.4 Approval of the Risk Assessment to be deferred to the next meeting.

166.5 Approval of the Asset Register as at 31 March 2018 to be deferred to the next meeting.

166.6 The Council resolved to approve the purchase of an external hard drive for use by the Parish Clerk/RFO.

167. The Council resolved to register with ICO. Production of a Council Data Policy and Privacy Statement will be done once GDPR 2018 becomes law.

168. The Council agreed that to offer advertising on the Council's main noticeboard and website was likely to be an excessive burden but recognised that it would serve as a useful source of additional revenue for the Parish, to be possibly reconsidered in the future.

169. The Council resolved not to respond to the Review on Local Government Ethical Standards.

170. The Council resolved to decline to comment on the National Planning Policy Framework consultation.

171. Neighbourhood Plan Steering Group (NPSG):

171.1 Revised Terms of Reference as suggested by NPSG were approved.

171.2 The Council resolved to approve the Expression of Interest in a grant as offered by Locality, in support of the Neighbourhood Plan.

171.3 The Council resolved to approve the allocation of £1,000 from Council reserves to cover NPSG costs in the initial stages.

172. Annual Parish Meeting: this will be held on Monday 14 May 2018 at 7:00 pm, in the Heywood & Hawkeridge Village Hall.
The Annual Parish Council Meeting will take place immediately afterwards.

173. Correspondence and publications:

173.1 Email received from Ms Valerie Bias of West Lodge, Heywood with various concerns about roads, rubbish collection and traffic. The Clerk was asked to forward this to the Highways department of Wiltshire Council.

173.2 Bobby Van News has been forwarded to all Councillors and will be published on the website.

174. Date of next meeting: it was confirmed that the next meeting of the Parish Council will be held at Heywood & Hawkeridge Village Hall at 7:30 pm on Monday 14 May 2018, after the Annual Parish Meeting.

175. Matters for future consideration: none.

There being no further business, the meeting was closed at 8:40 pm.