

The Annual Parish meeting of the **North Wraxall Parish Council** took place at the Community Hall, North Wraxall, SN14 7AF on Monday 11th May 2015 at 7.30pm followed by an ordinary meeting of the Council. The following members were present:

IN THE CHAIR: R Dicks (RD)

PRESENT: L.Barnes (LB) A Godwin (AG), W.Holder (WH), J King (JK), S.Williams (SW)

In attendance: G.A,Gill Clerk , Jane Scott (District Cllr) & Members of the Upper Wraxall Village Pond Trust

1	To Receive Nominations and Elect Chairman – R Dicks was proposed by JK and duly elected as Chairman.	
2	To Receive Nominations and Elect Vice Chairman – J King was nominated by SW and duly elected as Vice Chairman.	
3	To Receive Nominations and Appoint Representatives to the following:	
3.1	Friends of the Bybrook - JK	
3.2	Chippenham Area Board – JK & SW	
3.3	Chippenham Area Transport Group -LB	
3.1	Neighbourhood Watch - SW	
3.5	Community Hall, North Wraxall – AG	
3.6	Rural Forum - MHT	
4	To Receive and Adopt North Wraxall Parish Council Inventory and Assets Register - ADOPTED	Addendum #1
5	To Receive and Adopt Parish Council Risk Schedule – ADOPTED	Addendum #2
6	To Receive and Approve Calendar of Meetings for 2014/15 - APPROVED	
7	To Review and Adopt Existing Corporate Plan, Policies and Procedures - ADOPTED	
8	To Receive & Adopt Power of General Competence - ADOPTED	
9	To Receive and Approve: Internal Audit Reports – APPROVED	Addendum #3
10	To Receive and Approve Governance Statement for Adoption: External Audit - APPROVED	
11	To Receive and Approve: Year End Accounts 2014/15 – APPROVED	Addendum #4
12	To Received Quotes for Parish Council Insurance and Approve 2014/15 Insurer. – Zurich Insurance plc were APPROVED as North Wraxall Parish Council’s insurer.	
	The AGM was followed by meeting of the new Council.	
13	There was Public Question Time prior to the Parish Council meeting at the chairman’s discretion where the case for the replacement of the Upper Wraxall Pond liner was discussed and a grant application for £4,000 was APPROVED. Funds to be taken from the earmarked reserves.	
14	To Receive & Approve Apologies for Absence: M. Horrocks Taylor (MHT)	
15	Declaration of Interests - None	
16	To Approve the Minutes of the Parish Council Meeting held on 9 th March 2015- Proposed as a true record by LB and APPROVED	
17	To Receive & Act Upon Rolling Action List Wiltshire Council Highways List – The Clerk explained that she had only received the outstanding list at gone 5pm on the day of the meeting and that the listing showed all outstanding work completed which was inaccurate the list was also incomplete. Clerk to contact R Dobson	GG

	(Wiltshire Council) for an accurate and up to date list. Tree & Hedges @ The Deane, Ford – The Clerk explained that Green Square had advised her that the residents of the Dene were responsible for the hedge. Green Square tenants should have a handbook from the Housing Association which outlines their responsibilities. The Clerk felt this was not a matter for the Parish Council but one that should be resolved between the Housing Association and their tenants. WH a resident himself said that he had purchased his property and that his boundary stopped at the edge of the footpath, the hedge being beyond the path and therefore not his responsibility.																										
18	Finance																										
18.1	To Receive Statement of Accounts – APPROVED	Addendum #5																									
18.2	To Receive Grant Application from The Wiltshire Bobby Van - £50 was proposed by WH and APPROVED																										
18.3	To Receive and Approve cheques for payment:																										
	<table border="1"> <tr> <td>S Rowsell</td> <td>Noticeboards</td> <td>1</td> <td>344</td> <td>1059.00</td> </tr> <tr> <td>WALC</td> <td>Subscription</td> <td>2</td> <td>345</td> <td>143.34</td> </tr> <tr> <td>Karen Sayer Ltd</td> <td>Internal Audit</td> <td>3</td> <td>346</td> <td>30.00</td> </tr> <tr> <td>Zurich Insurance</td> <td>Insurance</td> <td>4</td> <td>347</td> <td>230.04</td> </tr> <tr> <td>U.W Village Pond Fund</td> <td>Grant</td> <td>5</td> <td>349</td> <td>4000.00</td> </tr> </table>	S Rowsell	Noticeboards	1	344	1059.00	WALC	Subscription	2	345	143.34	Karen Sayer Ltd	Internal Audit	3	346	30.00	Zurich Insurance	Insurance	4	347	230.04	U.W Village Pond Fund	Grant	5	349	4000.00	
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19	Staff Appraisal: - Due to the absence of MHT this item was deferred to the July meeting.																										
20	To Receive Notification of Planning Refusal: None received																										
21	To Receive Notification of Planning Permission:																										
21.1	N15/00554/TCA Southwood Cottage, Lower North Wraxall SN14 7AA Proposal: Crown Lift to 1 Ash & 2 Sycamores to 8 metre's Above Ground Level No Objections																										
21.2	N15/01402/TCA Village Green, Upper Wraxall SN14 7AG Proposal: Crown Lift Reduction to Maple Tree No Objections																										
22	To Receive Notification of Planning Applications:																										
22.1	N15/03762/FUL & N15/03797 The White Hart Inn, Ford, SN14 8RP Proposal: New Outdoor Pizza Oven/Prep Area No Objections																										
23	Planning Updates on:																										
23.1	N14/11556/FUL Land to the A350 West Cepen Way, Chippenham, SN14 6YG																										
23.2	South Gloucestershire PK14/4532/F Shire Hill Farm, North Wraxall Proposal: Two 6kW wind turbines (15m hub height and 17.8m tip height) with associated works																										
23.2	Former BT Exchange A420 Ford, Chippenham – Change of Use to Furniture Restoration Workshop. The Clerk had nothing further to report on the above three applications.																										
24	Parish Council Website – As of 19 th April 2015 every Parish Council is required, by law, to have a Parish Council Website. Central Government has agreed to fund £4 million to enable small parish councils to undergo training to set up a website, the cost of the website and the purchase of a laptop. These funds will be available on application to the National Association of Local Councils. SW volunteered to set up the parish council website. The North Wraxall Parish Website is up and running and will contain a link to the Parish Council website once it has been established.	GG/ SW																									
25	Clerks Report (for information only)																										
25.1	Audit Seminar – GG had attended this seminar in April to update herself on the new audit legislation for small council and asset registration and risk assessment.																										
25.2	Wiltshire Council Highways Services Meeting – GG attended this meeting in Chippenham in April and reported that more services will need to be devolved to the parishes due to cuts in government funding to the local authority, these might cover: road sweeping, weed killing, litter																										

25.3	picking and waste collection. This will mean that the precept will need to be more robust. The Pensions Regulator – Again due to legislation every parish council must be registered with the Pensions Regulator even though their employee(s) might be over pensionable age. GG has registered North Wraxall PC.	ALL
25.4	Governance Assessment – It is important that all councillors undertake Governance Assessment training and understand the responsibilities they have, through their election to the council, agreed to carry out. GG suggested that each month two councillors spot check a number of these responsibilities so that the procedure and outcome is duly monitored and the parish council complies with the required accountability and transparency as outlined in the Localism Act 2013.	JK
25.5	Youth in the Community Meeting – SW had been unable to attend this April meeting.	
25.6	Informal Parish Councils Meeting - next meeting will be at the Old School, Colerne on 3 rd June 2.30pm	ALL
25.7	Annual Parish Meeting – reminder that help was needed to set out the hall for the APM which takes place at 7.30pm, Monday, 18 th May. Chairman’s Report and the Parish Accounts and Policies will be available for inspection.	
	There being no further business the meeting ended at 9.25pm	