

**Britford Parish Council
Minutes for Annual Parish Council Meeting
held on Thursday 4th May 2023**

Britford Parish Councillors met on Thursday 4th May 2023 for the Annual Parish Council Meeting held at Britford Memorial & Community Hall, Britford.

The meeting started at 8pm

Present: Cllrs D Finnis, J Ranaboldo, E Alston, T Bonallack, N Cole, M Sturgeon, B Wheeler.

Also present: Jay McGowan (Clerk), Cllr R Clewer.

Agenda

23.01.01 To Elect the Chairman for 2023/2024

Resolved: Cllr D Finnis was re-elected as Chairman for 2023/24, the Declaration of Acceptance of Office was signed.

23.01.02 To Elect the Vice Chairman for 2023/2024

Resolved: Cllr Ranaboldo was re-elected as Vice-Chair.

23.01.03 Apologies for Absence. To receive and accept apologies for absence. None.

23.01.04 Council Policies. To review and accept the following Council Policies for 2023/2024:

Standing Orders
Financial Risk Policy
Asset Policy

Resolved: Policies were reviewed and adopted by all Cllrs.

23.01.05 Vacancies in Council Office: None.

23.01.06 Declaration of Interest: Councillors to disclose their interests in matters to be discussed and to decide requests for dispensation. None.

23.01.07 To consider any urgent matters raised in the public session, and any other urgent matters or items from councillors. (For discussions only, no decisions can be taken) None.

23.01.08 To agree any items on the agenda that are to be dealt with following the exclusion of the press & public. N/A

23.01.09 To approve and sign as a correct record Minutes of the Ordinary Parish Council meeting held Thursday 2nd March 2023

Resolved: All Cllrs approved the Minutes as an accurate record of the meeting held Thursday 2nd March 2023. Minutes signed by Cllr Finnis.

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23.01.10 To receive the Internal Audit for year ending 31st March 2023.

The Internal Audit was completed with nothing to report back.

23.01.11 Bank Reconciliation. To note bank reconciliation year ending 31st March 2023

Resolved: All Cllrs agreed with the bank reconciliation for financial year ending 31st March 2023.

23.01.12 Certificate of Exemption. To approve and sign the Certificate of Exemption for the Financial Year Ending 31st March 2023.

Resolved: All Cllrs approved the Certificate of Exemption for the financial year ending 31st March 2023.

23.01.13 Section 1 of Annual Return for the Financial Year ending 31st March 2023. To approve Section 1 – Annual Governance Statement of the Annual Return submission.

Resolved: All Cllrs agreed Section 1, Annual Governance Statement.

23.01.14 Section 2 of the Annual Return for the Financial Year ending 31st March 2023. To approve Section 2 – The Account Statements of the Annual Return and Statement Variances for 2022/2023.

Resolved: All Cllrs agreed Section 2 – The Accounts Statement.

23.01.15 VAT Reclaim: to approve the VAT Claim 1st April 2021 – 31st March 2023.

Resolved: All Cllrs noted and agreed with the sum of £63.32 to be claimed back for 01.11.22 – 31.03.23.

23.01.16 Clerk's Report/Items following on from previous meeting.

a). Speed Indicator Devices: The traffic surveys have now been completed. Results have been circulated to Members.

Resolved: Cllrs agreed to purchase and fit the SIDs as soon as possible. Mr M Hitchings was asked to help advise on the location of the devices.

b). Britford Lane By Way: waiting for further information.

Resolved: Cllrs agreed with the proposal to convert this back to a Footpath.

c). Parish Steward: The focus over summer is grass cutting. Worksheets should still be submitted as usual.

d) King's Coronation: The Big Lunch event will take place on Sunday 7th May 2023 on The Village Green.

The Parish Council would like to thank the Coronation Event Committee for organising the event.

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23.01.17 Beech Trees Solar Farm. To consider the correspondence received regarding the proposal of a new solar farm.

Resolved: Cllrs considered the proposal and would like to be kept informed regarding progress.

23.01.18 Britford Water

a). Following the flooding in January 2023, a subcommittee has been set up to look at the water concerns in Britford. They will meet at regular intervals throughout the year to assess the water situation and decided upon any action required.

b). Report on meeting held on 28th April 2023 with Environmental Agency, Wiltshire Council and Wessex Water.

A meeting with the Environmental Agency, Wessex Water, Wiltshire Council, Longford Estate, John Glen MP and Britford Parish Council was held to discuss the ongoing water issues in Britford. The purpose of the meeting was to try and set up a protocol for enforcing the Riparian Ownership duties and the enforcement of these duties. The Environmental Agency claim not to have powers to enforce the duties and can only act once agreements have been broken.

Wessex Water gave a presentation on the Sewage treatment works and the expansion plans they have to accommodate the new housing. They were unaware of the recent sewage leak in January 2023 and will follow this up. They have asked if any future leaks be reported to them directly so they can respond quickly.

Future meetings with all the agencies will be arranged to continue to try and resolve the issues.

c). Britford Flood Plan:

The draft plan has now been reviewed by Wiltshire Council and adjustments are being made.

23.01.19 Planning

a). To consider a response to any new planning applications received. None.

b). To consider a response to any planning applications received between publishing of the agenda, and date of the meeting. None.

d). To confirm any planning application responses determined email for applications received since last meeting. None.

e). To note any planning application decisions received by Wiltshire Council. None.

23.01.20 Finance.

a). To note bank accounts as of 1st May 2023.

Current Account: £19,031.93

b). CIL Payment report year ending 31st March 2023. Noted

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Resolved: The remaining funds will be allocated to the purchase of the SIDs.

d). To approve the Direct Debit/Standing payments:

- Hill Data Systems: £9.48 - monthly
- 1&1 Ionos: £2.40 - monthly (£3.60pm from 03.05.23)
- Clerk's Salary - £275 – monthly
- ICO Fee: £35.00 - Annual

e). To approve Schedule of Payments.

Resolved: All Payments agreed.

Date	Payee		Amount
26.04.23	ID Verde	Dog Bin Maint.	£37.02
26.04.23	R Parsons	Internal Audit	£47.00
01.05.23	WALC	Membership	£173.75
01.05.23	A Wheeler	Coronation Event	£146.42
15.05.23	Hill Data	Microsoft 365	£9.48
23.05.23	1&1 Internet	Domain	£2.40
31.05.23	J McGowan	Salary	£275.00
01.06.23	Community First	Insurance	£124.10
15.06.23	Hill Data	Microsoft 365	£ 9.48
23.06.23	1&1 Internet	Domain	£2.40
28.06.23	J McGowan	Salary	£275.00
Total			£1,099.82

f). Resolved: Cllr Finnis purchased maps of Britford for meeting on 28th April 2023, it was agreed the cost of these maps would be reimbursed.

23.01.21 Meetings.

Southern Wiltshire Area Board Summer Event: 15th July 2023 – Winterslow

Southern Wiltshire Area Borad Health & Wellbeing Meeting: 24th May 2023.

23.01.22 Correspondence Received.

Briefing Note 23-10: Guidance for Neighbourhood Planning within Wiltshire

Police Crime Commissioner Newsletter

Wiltshire Council have adopted a new Code of Conduct for Councillors

New Area Board Health & Wellbeing Group

Peter Curtis: Proposed Salisbury Police Station

WALC April Newsletter

23.01.23 Items to be carried forward to the next meeting.

Coronation Tree – Cllr Finnis proposed planting a tree to mark the event.

23.01.24 To note date of next meeting.

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Thursday 6th July 2023

Thursday 7th September 2023

Thursday 2nd November 2023

23.01.25 To close the meeting.

With no further business to discuss Cllr Finnis closed the meeting at 9pm.