

Britford Parish Council
Minutes for Annual Parish Council Meeting
held on Thursday 9th May 2024.

Britford Parish Councillors met on Thursday 9th May 2024 for the Annual Parish Council Meeting held at Britford Memorial & Community Hall, Britford.

The meeting started at 8pm

Present: Cllrs D Finnis (Chairman), J Ranaboldo (Vice Chair), T Bonallack, N Cole, M Sturgeon, J Gould

Also present: Jay McGowan (Clerk), Cllr R Clewer plus 15 members of the Public.

Agenda

24.01.01 To Elect the Chairman for 2024/25

Resolved: Cllr Ranaboldo proposed Cllr D Finnis to be re-elected, seconded by Cllr Bonallack. All Cllrs in agreement. Cllr Finnis confirmed he would be happy to be re-elected as Chairman for 2024/25.

24.01.02 To Elect the Vice Chairman for 2023/2024

Resolved: Cllr Bonallack proposed Cllr Ranaboldo was re-elected as Vice-Chair, Cllr Cole seconded, all Cllrs in agreement. Cllr Ranaboldo confirmed she would be happy to act as Vice-Chair for 2024/25.

24.01.03 Apologies for Absence. To receive and accept apologies for absence.

One. Apologies were received from Cllr Alston. **Resolved:** Apology was considered and accepted by all Cllrs.

24.01.04 Council Policies. To review and accept the following Council Policies for 2024/25:

Standing Orders

Financial Risk Policy

Asset Policy

Resolved: Policies were reviewed and adopted by all Cllrs.

24.01.05 Vacancies in Council Office: One. An application from Jon Gould was received and considered. **Resolved:** Cllrs considered and agreed the co-opting of Jon Gould, the Declaration of Acceptance was signed.

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

24.01.07 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.

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

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24.01.09 To approve and sign as a correct record Minutes of the Ordinary Parish Council meeting held Thursday 28th March 2024.

Resolved: All Cllrs approved the Minutes as an accurate record of the meeting held Thursday 28th March 2024. Minutes signed by Cllr Finnis.

24.01.10 To receive the Internal Audit for year ending 31st March 2024. The Internal Audit was completed with nothing to report back.
The Parish Council would like to thank Adrian Taylor for undertaking task of carrying out the internal audit.

24.01.11 Bank Reconciliation. To note bank reconciliation year ending 31st March 2024. **Resolved:** All Cllrs agreed with the bank reconciliation for financial year ending 31st March 2024.

24.01.12 Certificate of Exemption. To approve and sign the Certificate of Exemption for the Financial Year Ending 31st March 2024. **Resolved:** All Cllrs approved the Certificate of Exemption for the financial year ending 31st March 2024.

24.01.13 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.

24.01.14 Section 2 of the Annual Return for the Financial Year ending 31st March 2024. To approve Section 2 – The Account Statements of the Annual Return and Statement Variances for 2023/24. **Resolved:** All Cllrs agreed Section 2 – The Accounts Statement.

24.01.15 VAT Reclaim: to approve the VAT Claim 1st January 2024 – 31st March 2024. **Resolved:** All Cllrs noted and agreed £329.04 to be claimed back.

24.01.16 Wiltshire Association of Local Council. To consider and approve membership fee of £184.02 for 2024/25. **Resolved:** Cllrs considered and approved membership for 2024/25.

24.01.17 Parish Council Insurance. The renewal date for the insurance is 1st June 2024, to approve the renewal quote of £124.10. **Resolved:** Cllrs approved the renewal for 2024/25.

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

a. Speed Indicator Devices: These have now been installed and data is being collected. Cllr Gould reported the SID devices have had positive results with drivers slowing down through the village. This has had a positive affect for the residents of High Road with slower safer traffic and a reduction on road noise. Cllr Gould will continue to monitor and collate the data.

b. Longford School Parking. Still waiting for an update.

c. Parish Steward: The focus over summer is grass cutting. Worksheets should still be submitted as usual. **Resolved:** A My Wilts App report has been submitted for potholes on Park Lane.