

**DRAFT MINUTES OF THE ANNUAL MEETING OF FOVANT PARISH COUNCIL HELD ON
7th MAY 2018 IN THE VILLAGE HALL.**

Present Cllrs Harris, Havard, Horne, Mrs Mallalieu and Mrs Turner.
In attendance; Mrs C Churchill (Clerk). 1 member of the public.
Apologies Cllrs Dunn and Phillips. Wilts Cllr Mrs Green.

Questions or statements from members of the public.

Mr Cordle spoke in favour of his application for a grant to the Three Towers fete, see appendix 1.

Fovant PC discussed the detail of the grant.

Sutton Mandeville PC will consider the request next week.

Compton Chamberlayne PM has committed to £100 and may increase this to £150.

Cllr Mallalieu opened the meeting at 7.24pm

0424. Election of a Chairman. To elect a Chairman for the municipal year ending May 2020.
Fovant PC resolved to elect Cllr Mrs Mallalieu as Chairman.

0425. Signing of the Declaration of Acceptance of Office. The newly elected Chairman to sign the declaration of acceptance of office.
Cllr Mallalieu signed the declaration.

0426. Apologies for absence were received from Cllrs Dunn (unwell) and Phillips (conflicting social engagement).

Fovant PC resolved to accept the apologies for the reasons given.

Local Government Act 1972 s85(1)

0427. Council meeting minutes - to confirm and sign the minutes of the parish council meeting held on 2nd April 2019.

Fovant PC resolved to approve the previously circulated Minutes which were taken as read and signed by the Chairman.

0428. Council meeting minutes - to confirm and sign the minutes of the extraordinary parish council meeting held on 16th April 2019.

Fovant PC resolved to approve the previously circulated Minutes which were taken as read and signed by the Chairman.

0429. Interests.

- (i) Cllrs to declare any Disclosable Pecuniary Interests related to any matters to be considered in this agenda that do not appear in the Cllr's register of interests.
None declared.
- (ii) In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.
None received.
- (iii) Cllrs to confirm that they have updated their Register on the WC website as required by the Localism Act 2011.
Cllrs confirmed that their registers were up to date.

0430. Exclusion of the press and public. To agree any items to be dealt with after the public, including the press, have been excluded under. Not required.

Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972 ss100

0431. A30 Speed Limit. A petition has been received requesting the reduction of the 50mph speed limit on the A30 east of the current 30mph.

The location previously had a 40mph speed limit but this was increased following the 2009 speed limit review (A and B roads only) when the 30mph was introduced between Pembroke Farm and West Farm. The Speed limit circular has been circulated, Cllrs are requested to read this document. The stretch of road includes Green Drove, concerns for traffic exiting this junction have been raised. There is 560m of road in the current 50mph east of the village. In this section there are two farms, a riding school with RDA plus 19 dwellings (14 of which exit from Green Drove). Fovant PC resolved to support a reduction in the current speed limit. Cllrs Harris and Phillips will draft a proposal for consideration at the June meeting, this will be emailed to the Clerk by 29th May. Cllrs Harris / Phillips

0432. Proposal to reduce the current 30mph in Fovant (excluding the A30) to 20mph.

At the meeting held on 16th April it was agreed to request a reduction to 20mph for all the lanes in the village.

A meeting was held to discuss this prior to the APCM.

Fovant PC resolved to request the 20mph is extended to include the following;

Dinton Road

Moor Hill

Sutton Road

Brook Street

Thus making all the current 30mph reduced to 20mph except for the A30.

Clerk to inform WC

Clerk

0433. Warning sign on A30. The flashing bend sign hasn't been working for several months. To resolve to get this fixed.

Fovant PC resolved that the Clerk should contact WC and request this is fixed as soon as possible.

Clerk

0434. Three Towers Fete. Request from the organiser for a grant of £200. See application previously circulated.

Fovant PC resolved to award a grant of £200 to the Three Towers Fete.

0435. Request for a grant to help cover the cost of churchyard maintenance. A request has been received for £200 (more if possible), the grant application form has been completed.

Fovant PC resolved to award a grant of £400 to help maintain the churchyard.

PLANNING

0436. To consider the following planning application and respond to WC Planning.

19/03059. Springmead, High Street. Erection of new 2-vehicle car-port building, small single-storey rear extension, fenestration changes to existing bungalow.

Fovant PC resolved to support this application.

19/03714. The Cottage, Brook St. Demolish existing single storey rear extension and construction of new two storey extension

Fovant PC resolved to support this application.

0437. To consider how to respond to any planning applications made after the publication of this agenda. There were none.

0438. To consider any requests for tree work in the parish made after the publication of this agenda. There were none.

Finance

0439. Year ending 31st March 2019.

Opening balance	£13,687.85
Total receipts	£ 9,856.33
Total payments	£10,485.66

Closing balance £13,058.52
As at 31st March 2019

(i) To note the report from the Internal Auditor
The Internal Audit had been carried out and no issues were raised.
Fovant PC resolved to note this information.

(ii) To approve the Annual Governance Statement.
Fovant PC resolved to approve the Annual Governance Statement.
The form was signed by the Chairman and the Clerk / RFO.

(iii) To approve the Annual return.
Fovant PC resolved to approve the Annual Governance Statement.
The form was signed by the Chairman and the Clerk / RFO.

(iv) To resolve to certify that the council is exempt from a limited assurance review by the external auditor and that they meet the qualifying criteria.

Total income £9,856.33
Total expenditure £10,485.66

Fovant PC resolved that it met the qualifying criteria as both the total income and the total expenditure were less than £25,000.

The certificate was signed by the Chairman and Clerk.

Clerk to return certificate to the External Auditor.

Clerk

Clerk to send documents to Cllr Havard for the website.

Clerk

Local Government Act 1972 s150(5)

0440. Year ending 31st March 2020.

(i) To note the balance of the accounts.
Opening balance £13,058.52
Total receipts £ 9,850.56
Total payments £ 277.57
Closing balance £22,631.51

(ii) To confirm the insurance schedule.
Fovant PC resolved to take out insurance on a yearly basis rather than commit to the 3 years with the same company.

(iii) To authorise payments due.
Fovant PC resolved to authorise payments totalling £1213.33.

(iv) To confirm bank signatories.
Cllrs Dunn, Havard, Horne and Turner. Also Mr Holmes.
Fovant PC resolved to remove Mr Holmes and add Cllr Mallalieu.

Clerk

Local Government Act 1972 s150(5). Account and Audit Regulations 2011

0441. Finger Post opposite the Village Hall. This finger post is reportedly beyond repair and a replacement is required. To agree to apply for a grant from SWWAB once quotes have been obtained.
Fovant PC has requested a quote. Ongoing
Fovant PC resolved that the fingers should have the following villages/locations;

- Dinton / Teffont
- Tisbury
- Salisbury / Shaftesbury

0442. Co-option of Councillor. There are currently two vacancies on Fovant PC.
One may be filled by co-option.
One is currently being advertised.

There was no one present to co-opt.

0443. Three Towers Fete. To consider having a stall / stand at this event to promote the parish council.

Fovant PC resolved to have a stall but due to Cllr commitments the only Cllr available was Cllr Harris. It was resolved to request a stand in the corner of the tea tent with a map of the parish.

A request for an easel was made.

All Cllrs

People will be asked to state what they do / don't like about the parish.

0444. Meeting dates for Fovant PC. To confirm the following meeting dates;

11th June 2019 – 1 week later to avoid clashing with SWWAB.

9th July 2019 – second week as no meeting in August and June meeting is only 3 weeks before.

3rd September 2019

1st October 2019

12th November 2019. 2nd week to ensure precept information is available.

7th January 2020.

4th February 2020

3rd March 2020

6th April 2020. Easter weekend 10-13 April.

5th May 2020

Fovant PC resolved to meet on the dates listed.

Clerk to confirm bookings with the village hall.

Clerk

0445. Update of actions from the Minutes dated 6th March 2019.

1. (0391) WC has been informed of the co-option.

2. (0395) The planning response was submitted, the application has been approved.

3. (0394) The response was submitted, the application has been approved.

4. (0393) Clerk had misread the information, the examination related to the site allocation plan.

Fovant PC noted the updates.

0446. Update of actions from the Minutes dated 2nd April 2019.

1. (0417) The litter pick took place, it was agreed this needs to be held earlier although circumstances prevented this in 2019..

January 2020 agenda, Litter Pick.

Clerk

0447. Update of actions from the Minutes dated 16th April 2019.

1. (0422) The public meeting is scheduled for 6pm prior to the Annual PC meeting. A notice was sent to the Three Towers.

0448. Trees to commemorate 1918. Mrs Morley (Tree Warden) has identified a grant but the deadline is soon so this needs to be finalised.

Clerk requires a map showing the exact location of the trees.

[Tree Council - Grants](#)

To establish a working party to progress this grant application as the deadline for grant applications is imminent.

To authorise the Working Party to submit the grant application.

Fovant PC resolved that Cllr Harris will contact Mrs Morley and sort out the grant paperwork.

Fovant PC resolved that the grant application should be submitted.

0449. To receive an update on the Recreation Ground and to consider the following;

(i) Replacement fence – two quotes have been received.

Fovant PC considered the quotes;

Quote 1 £740.00 plus VAT

Quote 2 £385.00 with no VAT

Fovant PC resolved to accept Quote 2.

Cllr Havard abstained from voting on this item.

Clerk to authorise contractor to commence replacement fence.

Clerk

(ii) Installation of bird spikes on top of the swings. These stop birds roosting there and therefore reduce the amount of bird mess on the swing seats.
This was deferred until the painting had been completed.

(iii) Update on the painting of the equipment.
Fovant PC resolved to request quotes for this work. Clerk
Clerk to get quotes for more rubber mulch by the slide. Clerk

(iv) To note any other matters of concern.
The seesaw squeaks.

0450. General Power of Competence. Fovant PC no longer meets the criteria as less than two thirds of the council stood for election.
Fovant PC noted this information.

0451. Election of a Vice Chairman To elect a Vice Chairman for the municipal year ending May 2020. Fovant PC resolved to elect Cllr Phillips as Vice Chairman, Cllr Phillips had emailed to confirm he was happy to stand as Vice Chairman.

0452. Signing of the Declaration of Acceptance of Office. The newly elected Vice Chairman to sign the declaration of acceptance of office. This item was deferred due to the absence of Cllr Phillips..

0453. To appoint the following representatives for Fovant;

Highways / Parish Steward	Cllr Phillips
Play Area	Cllr Horne
Rights of Way	Cllr Mrs Mallalieu
Community Safety Group	Cllr Harris
Website	Cllr Havard
Village Hall liaison	Cllr Mrs Mallalieu
Flood Warden	Vacant. It was questioned whether this role is required.
Dementia Champion.	Cllr Mrs Turner
Civil Emergency Volunteer	Vacant.
Tree Warden	Mrs J Morley

0454. Parish Steward List. To agree items to be added to the Parish Steward list.
Junction of Mill Lane / Mary Barter Lane
Church Lane / Tisbury rd, the island needs tidying up.

0455. To receive brief reports from Cllrs. Please note that these reports are for information only and no decisions or resolutions may be made on any items not clearly stated on the agenda, to include;

- Parking at The Elms. No update.
- CATG held on 1st May. The 20mph request was agreed.
- SWWAB held on 20th March. Cllr Mallalieu attended and gave a brief report on a grant application in a local parish.

0456. Website. It was noted that the Three Towers section needed updating. Cllr Havard

0457. Best Kept Village competition. To receive an update on the entry for this competition. The entry has been sent, judging will take place in May / June. A notice has been received to display on the noticeboard and on the website.

0458. Clerk's Report.

The vacancy created following the resignation of William Holmes is being advertised.
Best Kept Village entry submitted
Insurance docs received

CATG on 1st May
SWWAB on 4th June (rescheduled date)
Highways briefing 8th May (other dates are available)
WC networking day on 9th May – Cllr Mallalieu is attending
Community Safety Group meeting on 4th June
CATG on 24th July
SWWAB on 17th July

0459. To note items for the agenda of the next meeting. The next PC meeting will be held on Tuesday 11th June 2019 at 7.00pm. Any items for the agenda should be sent to the Clerk before Wednesday 29th May 2019.
Cllrs are reminded that agenda items should include a title, brief background and a proposal.

Cllr Mallalieu closed the meeting at 9.12pm.

Appendix 1.

Three Towers Fete Grant Application

Statement to Fovant Parish Council by Paul Cordle – 7th May 2019

Chairman – thank you and your colleagues for giving time to the Three Towers Fete application.

Intro

The fete is the culmination of work stemming from focus groups held in Autumn 2017.

Plans are well advanced for this new inclusive event – inclusive of five communities, of all ages and of the four schools which nurture our children. We are planning for about 700 people – perhaps more and 400 plus cars.

I shall speak about two aspects of the Fete

Its Purpose – its Finances

3 Fold Purpose

1. to create a memorable day of fun for everyone
2. to give children an experience to be shared with family, friends and neighbours. I emphasise this – 4 local schools have been canvassed to participate, provide a stall and promote the event to parents – we hope for many.
3. to give individuals an opportunity to do something new for their community, encourage local small businesses to help their local community and to develop a collaborative – a co-operative spirit between communities.

We have succeeded already in the latter purpose and now look forward to full success on 15th June

Financially

We are not setting out aggressively to make money as a prime motivator BUT having started with no money, no equipment – I'm confident the Fete will wash its face - a creditable achievement in itself in its first year - and that all being well will make a surplus – however small - to go towards 2020 fete.

Difficulty with any new event – there is no way of knowing the turnout, individual spend – nor what the weather will hold for us.

Figures attached to the application were estimated 2 months ago when the future was less clear than now. I stress that the figures were ultra conservative – to have presented over ambitious figures would, in my view, have been misleading and wrong. They do not include any grant which you or the Council may decide to vote.

Whatever the outcome the current figures are based on achieving £5000 donation from local companies and individual donors – this is not assured although we are well on the way. That said, having started with nothing, I emphasise that every penny will count towards the capital cost of equipment and materials needed to stage this years and future fetes.

I ask please for your financial support - not only would it be a much appreciated contribution to the fete's profitability but, as importantly, it will demonstrate to SWWAB that there is a swell of local support when considering the Fete's application for £2000.