

**DRAFT MINUTES OF THE ANNUAL MEETING OF FOVANT PARISH COUNCIL HELD ON
3rd MAY 2015 IN THE VILLAGE HALL.**

Present Cllrs Dunn, Havard, Holmes (Chairman), Mrs Jones, Swift and Mrs Turner.
In attendance; Mrs C Churchill (Clerk). and 3 members of the public.
Apologies Cllr Phillips, Wiltshire Cllr Mrs Green and PCSO Huntley

Questions or statements from members of the public on any matter concerning the village.
Simon Davies – member of the informal group, other members include;
Nigel Knowles, David Swift, Tony Phillips and Mark Hayter. An advert was placed in the Three Towers but no submissions were received. The group has submitted 4 sites to WC for consideration for affordable housing; 3 are currently owned by WC and one is privately owned. The sites are
Old playground in Sutton Rd
Land adjacent to Clays Orchard in Sutton Rd
Land adjacent to Clays Orchard in Tisbury Rd.
Land at the Cross Keys.

A parishioner spoke against the planning application for Moor Cottage. A letter has been sent to WC. The cottage is not listed but sits just outside the conservation area.
Concern about the proximity of the new dwelling to the existing property in Wyatts Orchard, particular concern re the woodburner.
Parking is a concern as it is not possible to park along the road, the road is used by large vehicles (tractors, school bus) and it is tight for two cars to pass.

Cllr Holmes opened the meeting at 7.17pm

16/001. Election of Chairman. To elect a Chairman for the council year ending May 2017.
Fovant PC resolved to elect Cllr Holmes to the office of Chairman.
Local Government Act 1972 ss15

16/002. Declaration of acceptance of Office.
Cllr Holmes signed the Declaration.
Local Government Act 1972 s83(4)

16/003. Apologies for absence were received from Cllr Phillips (personal reasons).
Fovant PC resolved to accept the apology for the reason given.
Local Government Act 1972 s85(1)

16/004. Election of Vice Chairman. To elect a Vice Chairman for the council year ending May 2017.
Fovant PC resolved to elect Cllr Havard to the office of Vice Chairman.
Local Government Act 1972 ss34

16/005. Chairman's announcements. There were none.

16/006. 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 received.
(ii) In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.
None received.

Cllrs are reminded that it is their responsibility to ensure their register of interests on the WC website is kept up to date.

Clerk was asked to recirculate the login details.

Clerk

16/007. Exclusion of the press and public. To agree any items to be dealt with after the public, including the press, have been excluded under. None required.

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

16/008. Council meeting minutes - to confirm and sign the minutes of the parish council meeting held on 5th April 2016.

Fovant PC resolved to approve the previously circulated Minutes without amendment and they were signed by the Chairman.

16/009. To receive brief reports from Cllrs.

Flood Warden. Cllr Holmes reported

At the Warminster meeting of Flood Wardens, which lasted all day, we were able to discuss our various problems and consider possible solutions.

We introduced and distributed our log in form, and showed detail of our laminated local plans which will probably be adopted throughout the area.

There appeared to be a reluctance from either WC or the Environment Agency for the group to share contact details which would, I believe help if mutual aid is required, and not forthcoming from WC. I will pursue this point at future meetings.

It was suggested the Clerk could email clerks in the Nadder Valley and set up an informal group. Clerk

Neighbourhood Watch. Cllr Holmes reported

At the Warminster meeting of NHW Coordinators, Wiltshire Constabulary presented their current position in the area, and advised that with a vibrant NHW they will undertake to provide current requests for information.

Wiltshire is now to run it's area NHW, and will shortly be able to distribute new area signage, to replace the old damaged signs.

Currently only one post code area of Fovant is registered, which will be updated this week.

Village Hall. Cllr Mrs Jones reported

The kitchen will be done.

Suggestion from the hall / village was to have an online calendar listing all the village events. Cllr Havard confirmed this is currently available.

16/010. Co-option of Cllr. A vacancy for a Parish Councillor has been advertised and maybe filled by co-option.

To co-opt a Cllr onto Fovant Parish Council.

There was no standing for co-option.

16/011. To confirm Cllr responsibilities for the Council Year 2016 / 2017.

Fovant PC resolved that the Cllrs currently responsible would continue for the forthcoming year.

Cllr Mrs Jones will continue as Highways rep for the immediate future.

Cllr Phillips was nominated as Emergency Volunteer

The role of link cllr for the youth club is not required as the youth club has temporarily closed.

Highways Cllr Mrs Jones

Rights of Way Cllr Mrs Turner

Flood Warden Cllr Holmes

Play area Cllr Swift

Village Hall Cllr Mrs Jones

NHW Cllr Homes

Website	Cllr Havard
SWWAB	All Cllrs
Emergency volunteer	Cllr Phillips
Tree Warden	Mrs Bickerton
Youth link	?

16/012. To confirm dates for parish council meetings for the forthcoming year.

7th June
5th July
6th September
4th October
1st November
3rd January 2017
7th February
7th March
4th April (Annual Parish Meeting)
9th May

Fovant PC confirmed the dates of meetings as listed.

16/013 Affordable Housing. To receive an update on the proposal from WC re the provision of affordable housing at Sutton Rd.

Other possible sites have been submitted, some in confidence.

At the APM, a parishioner suggested relocating the play area at Sutton Rd to a more central location. No suitable site was put forward and no suggestion re the current site's use.

Six sites have been submitted to Andy Mead at WC, 4 by the group and 2 in confidence by the landowners concerned.

Affordable housing prices are £225k for a 2 bed and £330k for a 3 bed. Fovant PC asked if this was affordable?

Fovant PC resolved that they would not proceed with any exception site for affordable housing as the data (provided by WC) shows affordable housing in the area has not been for local people or affordable.

16/014. Neighbourhood Plan. Following the presentation at the Annual Parish Meeting to consider the next steps regarding a NHP. A steering committee would be required which should be formed from both members of the council and interested parishioners.

Fovant PC resolved to put this on hold until WC respond re classifying Fovant as a larger village.

16/015. Parish Notice Boards. To consider replacing or repairing the existing parish notice boards;

Outside the village hall (right hand side).

Fovant PC resolved that this notice board does not require repair or replacing. Cllr Holmes will place a sign in the notice board stating it is for Parish Council notices only. Cllr Holmes

Pembroke Arms wall on High St

Fovant PC resolved to replace the notice board on the wall of the Pembroke Arms.

Cllr Holmes will remove the existing notice board as soon as possible Cllr Holmes

Clerk to get quotes for a notice board. Clerk

Cllr Mrs Jones will also obtain a quote. Cllr Mrs Jones

16/016 Request from Fovant Stores to place two information signs on the A30 informing drivers that Fovant has a shop and post office. WC have responded and as the existing signs are directional they can not be moved. No further action.

16/017 Rights of Way. To discuss the work required on rights of way in the parish. No work may be undertaken on private land without the landowner's permission. Fovant PC resolved that a meeting should be arranged with landowners, Cllrs Mrs Turner and Mr . Clerk

16/018 Fovant Parish Council website. Cllr Havard to report on a new website. Ongoing

PLANNING

16/019 To respond to WC on the following planning applications. If any member of the public wishes to view the plans, please contact the Parish Clerk. All planning applications are available on the Wiltshire Council website.

16/01954. Moor Cottage, Moor Hill. Demolition of existing property and construction of two new cottages.

16/020 To consider how to respond to any planning applications made after the publication of this agenda. There were none.

16/021 Tree applications. To consider any requests for tree work in the parish made after the publication of this agenda. There were none.

Finance

16/022 Year ending 31st March 2016.

(i) To note the report from the Internal Auditor Internal Audit yet to be completed. Ongoing

(ii) To approve the Annual Governance Statement. To be completed after the Internal Audit. Ongoing

(iii) To approve the Annual return. Ongoing

(iv) To approve the asset register. Fovant PC went through the asset register.

Fovant PC resolved to adopt the asset register and increase assets value from £16,500 to £27,070.. This is following a complete review and listing items at cost price.

Local Government Act 1972 s150(5)

Account and Audit Regulations 2003 reg 4

16/023 Year ending 31st March 2017.

(i) To note the balance of the accounts Fovant PC resolved to note the balance of the accounts stands at £17,917.58. The annual precept has been received.

(ii) To authorise payments due. Fovant PC resolved to authorise payments totalling £912.73

(iii) To confirm the insurance schedule

(iv) To confirm bank signatories.

Fovant PC noted that the bank signatories are Cllrs Dunn, Havard, Holmes and Mrs Turner.

Local Government Act 1972 s150(5)

Account and Audit Regulations 2003 reg 4

16/024 Update of actions from the meeting dated 1st March 2016.

1. (15/197.1) The work is scheduled for the play area in May.
2. (15/197.5) Clerk laminated the maps and dropped off to Cllr Holmes.

3. (15/198) Planning response for Fovant Badges was sent to WC, it has been approved by WC.
 4. (15/199) Planning response was sent and it has been approved by WC.
 5. (15/206) The grant was sent to the Three Towers and a thank you received.
 6. (15/208) The entry for the Best Kept Village competition has been sent and received by CPRE.
 7. (15/209) Dinton CC will discuss the cricket equipment available.
- All other actions appear as agenda items.

16/025 Update of actions from the meeting dated 5th April 2016.

1. (15/219) Planning responses were sent to Wiltshire Council.
2. (15/225) The grant of £350 was sent to Fovant Youth Club with a covering letter informing the Youth Club that grants are available from SWWAB and money for outdoor recreation available from R2 funds.

16/026 Training. To consider training for both Cllrs and Clerk.. No training courses currently available.

16/027 Clerk's Report.

CATG meeting on 18th May

SWWAB meeting on 25th May at Charlton

Clerk attended the Highways briefing, the new contractor has started and it all seems very positive. The Parish Steward scheme commences in Sept.

Clerk attended an audit briefing with the External Auditor run by WALC.

16/028 To note items for the agenda of the next meeting. The next PC meeting will be held on Tuesday 7th June 2016 at 7.00pm. Any items for the agenda should be sent to the Clerk before Friday 27th May 2016

Cllr Holmes closed the meeting at 9.51pm.

FUTURE MEETINGS: Fovant Parish Council will meet on the following Tuesdays;
7th June, 5th July, 6th September.

All meetings will commence at 7.00pm unless stated otherwise on the notice boards.

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