

## HILTON PARISH COUNCIL

### MINUTES of the AGM of the Parish Council held on Tuesday 7th May 2019 in The Club Room of The Old Brewery Hall, Ansty

**PRESENT:** Cllrs J McGuinness (JM - Chairman) R Northover (RN) M Walbridge (MW) A Wyld (AW) C Jones (CJ) & S Jaques (SJ) **IN ATTENDANCE:** Mrs S Smith (Clerk) and 5 members of the public.

- 1. WELCOME & APOLOGIES:** Unitary Councillor Jill Haynes (JH) & Cllr C Langham (CL - Vice Chairman) had both sent their apologies in advance of the meeting. All HPC Cllrs introduced themselves at the meeting. At the recent elections 5 Cllrs were re elected & 2 Cllrs newly elected (Clive Jones & Shulla Jaques)
- 2. REPORTS UNITARY COUNCILLOR:** JH did not attend the meeting or send a report in advance as she had only been elected a few days previous.
- 3. ELECTION OF CHAIRMAN:** JM stated that she would be prepared to continue as PC Chairman for another 12 months. This was agreed and supported by all Cllrs.
- 4. ELECTION OF VICE CHAIRMAN:** CL had stated (via email) that she would be prepared to continue as PC Vice Chairman for another 12 months. This was agreed & supported by all Cllrs.
- 5. APPOINTMENT OF COUNCILLORS TO VARIOUS POSITIONS OF RESPONSIBILITIES:**  
These were agreed as follows –

Cllr C Langham – waste, fly tipping, bank signatory

Cllr R Northover – highways inc grit bins, bank signatory

Cllr M Walbridge – transport & red phone box

Cllr S Jaques – highways, footpaths & bridleways

Cllr A Wyld – trees

Cllr C Jones – defibrillator

All Cllrs – planning

It was agreed that Eddie Bridle & Dick Rowe would be removed as HPC bank signatories and Cllrs Jones & Wyld would be added. The Clerk handed out to Cllrs the Declaration of Acceptance & Register of Member's Interests forms and these need to be completed & returned to the Clerk at the June PC meeting or before.

**End of AGM**

## HILTON PARISH COUNCIL

### MINUTES of the Annual Parish Meeting of the Parish Council held on Tuesday 7th May 2019 in The Club Room of The Old Brewery Hall, Ansty

**PRESENT:** Cllrs J McGuinness (JM - Chairman) R Northover (RN) & M Walbridge (MW)  
A Wyld (AW) S Jaques (SJ) & C Jones (CJ) **IN ATTENDANCE:** Mrs S Smith (Clerk) and no  
members of the public.

1. **WELCOME & APOLOGIES:** Unitary Councilor Jill Haynes (JH) & Cllr C Langham (CL -  
Vice Chairman) had both sent their apologies in advance of the meeting.
2. **A REVIEW OF THE YEAR – CHAIRMAN:** waiting for JMs notes.....

3. **OBJECTIVES FOR THE COMING YEAR – CHAIRMAN:** waiting for JMs notes.....

4. **MATTERS RAISED BY THE COMMUNITY:**

**End of the APM**

**MINUTES of the meeting of the Parish Council held on Tuesday 7th May 2019 at  
The Club Room of The Old Brewery Hall, Ansty**

**PRESENT:** Cllrs J McGuinness (JM - Chairman) R Northover (RN) & M Walbridge (MW) & A Wyld (AW) C Jones (CJ) & S Jaques (SJ) **IN ATTENDANCE:** Mrs S Smith (Clerk) and 5 members of the public.

1. **WELCOME & APOLOGIES:** Unitary Councillor Jill Haynes & Cllr C Langham (CL - Vice Chairman) had both sent their apologies in advance of the meeting.
2. **MINUTES OF THE PREVIOUS MEETING:** The minutes of the previous Parish Council meeting held on the 2<sup>nd</sup> April 2019 had been circulated and were approved unanimously as being a true record and signed by J McGuinness (JM - Chairman).
3. **DECLARATIONS OF INTEREST:** SJ stated that her Mother would be completing the HPC financial internal audit this year.
4. **MATTERS ARISING FROM THE LAST PC MEETING/CLERKS REPORT:** The issues at Hawkesfield Farm are still on going but the owners appear to be working at present with the Environment Agency to comply with current legislation. An issue was raised regarding some confusion over the planning voting process at the April PC meeting. The vote counting system, and how this is recorded was explained & clarified by JM. All Cllrs were requested to submit their election expense forms to the Clerk following the May election.
5. **UNITARY COUNCILLORS REPORT:** As reported in the AGM
6. **OPEN FORUM:** The Fox Pub will close on the 1<sup>st</sup> June 2019 for approx 3 weeks to allow the new owners to prepare for re-opening. The pub has been taken over by the owners at Brewery Farm. An issue was raised with regards to the PC voting process and the publication of the PCs Standing Orders & Code of Conduct. These will need to be updated following the recent election and then published on the PC website.
7. **PLANNING APPLICATIONS & DECISIONS: 2/2019/0483/FUL Foxfield, Cothayes Drove DT2 7PJ – Erect 1 no 2 storey dwelling & carport/store (demolish existing dwelling & stable block)** Cllrs asked that the Clerk request an extension date from DC planning to enable PC Cllrs the time to arrange a site visit. If an extension is not possible then PC comments will be submitted by the Clerk to DC via email. **2/2018/1840/HOUSE Old Post Office, Duck Street, Dt11 0DQ – Erect timber fence & trellis** – the applicants attended the meeting and spoke of their plans. All Cllrs agreed that they had no objections to the proposed fence & trellis.
8. **FINANCIAL REPORT:**

**8.1 CHEQUES TO BE AUTHORISED:** The following cheques were signed –

<b>£259.22</b>	S Smith - Clerks wages & expenses for April 2019
<b>£164.89</b>	DAPTC annual subs membership 2019/20

The Clerks annual pay rise for 2019/20 was agreed and approved by all Cllrs as recommended by the NALC Employment briefing 2018 -2019 National Salary Award document.

**8.2 THE ANNUAL PC AUDIT 2018/19:** - the Clerk will seek approval of the 2018/19 PC accounts at the June PC meeting. The Clerk will arrange for the accounts to be internally audited by Pamela Rees-Boughton before the June meeting.

**9. MATTERS ARISING:**

**9.1 TRAINING FOR NEW PC COUNCILLORS:** Both CJ & SJ stated that they would like to attend the new Councilor training arranged by DAPTC on the 29<sup>th</sup> June 10am at Durweston Village Hall. The Clerk will make the bookings.

**9.2 BUS SHELTER:** AW presented an approx quote of the cost for a wooden, temporary structure to be sited at Higher Ansty for the children to shelter under when waiting for the school bus. This cost was estimated at around £750. It was agreed at the next meeting to discuss if this project should go ahead, and from where the £750 would be sourced. Ownership of the land where the bus stop will be sited still needs to be ascertained.

**9.3 DEFIBRILLATOR:** It was discussed that a further £500 is needed to fund the defibrillator. CJ agreed to write a piece for the Village News asking if any residents would like to donate towards the fund.

**10. CORRESPONDANCE:** All correspondence had been emailed to Councillors ahead of the meeting for consideration.

**11. ITEMS FOR THE NEXT AGENDA:** 2019/20 PC Annual Return, Hilton road signs, bus shelter, defibrillator, transport for the elderly.

**DATE OF THE NEXT MEETING** – Tuesday 4<sup>th</sup> June 2019 @ 7.00pm, The Old Brewery Hall, Ansty.

**End of ordinary business**

Signed .....(Chairman) Date .....