

# ERLESTOKE PARISH COUNCIL

## Parish Clerk

Mrs Linda Roberts  
44 Westlands Lane  
Beanacre  
Wiltshire  
SN12 7QE

## Chairman

Mr Stan Jonik  
55 High Street  
Erlestoke  
Wiltshire  
SN10 5UA

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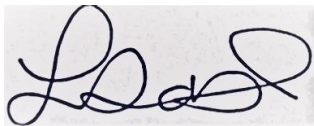
**To:** Councillor J S F Jonik – (Chairman)  
Councillor M R D Barton  
Councillor N J M Barton  
Councillor J B R Durham  
Councillor J J R Hunt-Davis  
Councillor K Lewcock  
Councillor F Morgan-Frise

17 May 2018

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12 paras 10 (2) (b) you are summoned to attend the **Annual Meeting (AGM) of Erlestoke Parish Council**. The meeting will be held **in the Parish Church on Wednesday 23<sup>rd</sup> May 2018 at 7.15pm**. (LGA 1972 sch.12 para 10(2)(a)). A period of public participation will take place prior to the formal opening of the meeting. The Press and Public are welcome to attend the meeting. In accordance with the parish Council's Standing Order No. 60.

Yours sincerely



Mrs L A Roberts BA (Hons) PGCAP FHEA, Fellow ILCM  
**Parish Clerk**

## ERLESTOKE PARISH COUNCIL

Wednesday 23<sup>rd</sup> May 2018

**Public Participation** – To receive questions from members of the public.

### AGENDA

#### 1. Election of Chairman for 2018/2019

Once elected the Chairman will sign a Declaration of Acceptance of Office

#### 2. Election of Vice-Chairman for 2018/2019

#### 3. Apologies

#### 4. Declarations of Interest

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Parish Council.

Members are reminded that, in accordance with the Parish Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.

#### 5. Minutes

To confirm as a correct record the Minutes of the Parish Council Meeting held on Wednesday 11<sup>th</sup> April 2018.

#### 6. Report from Councillor Richard Gamble - Wiltshire Council

To report on any matters affecting Erlestoke which have been discussed at Wiltshire Council Meetings and or the Area Board.

#### 7. External Audit 2017/2018

##### 7.1 Certificate of Exemption

The gross income and gross expenditure of the Parish Council does not exceed £25,000 in the account year ended 31 March 2018. The Parish Council can therefore exempt itself from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

Members are requested to resolve to exempt the Parish Council from a limited assurance review and complete page 3 of the Annual Return, accordingly.

## **7.2 Approval of the Annual Return and Annual Governance Statement**

Members are requested to approve the Annual Governance statement 2017/18 as detailed in Section 1 of the Annual Return by a formal resolution.

Members are requested to approve and sign the Annual Return and Year End Accounts for 2017/18, by formal resolution.

## **8. Finance**

### **8.1 Bank Balances**

Treasurers Account	£6842.72
Business Bank Instant	£8,501.31
<b>Total</b>	<b>£15,344.03</b>

### **8.2 Updated Cash Book 2018/19**

For noting.

### **8.3 VAT Return**

For approval.

## **9. Power of General Competence**

Erlestoke Parish Council is eligible, to resolve and adopt the Power of General Competence. Report of the Parish Clerk circulated with the agenda.

- The general power of competence is a statutory power of first resort that enables Local Councils to do anything that individuals generally may do and is found in the Localism Act 2011.
- To be eligible two criteria must be met:
- Have an electoral mandate of at least two thirds.
- Have an appropriately qualified clerk.

Once eligible the Council may adopt the power at any meeting of its full council. The council must confirm and minute it remains eligible at a relevant Annual Parish Meeting.

## **10. The Electric Sub Station in Erlestoke**

The Heads of Terms for the Lease in respect of the Electricity Sub Station are standard and allow SSE to access the Parish Council's land to carry out works and maintenance. However before signing the Heads of Terms the Parish Clerk has asked that the matter in relation to outstanding wayleave payments is settled before signing.

## **11. Parish Council Website**

Members are to discuss the contents of the website and agree a plan of action to populate the website.

## **12. General Data Protection Regulations**

The House of Commons has accepted a Government amendment to the Data Protection Bill which, once the Bill has been enacted, will exempt all town, parish and community councils from the requirement to appoint a Data Protection Officer. All other requirements of the GDPR will apply and will come into force on 25<sup>th</sup> May 2018.

## **13. Water House Building**

Verbal report from Councillor Jonik.

## **14. Manor Farm, Lower Road**

Councillor Lewcock to report to the meeting on the offer to use the bar at Manor Farm for community events.

## **15. Parking on the pavement outside George and Dragon Public House**

Councillor Lewcock to report to the meeting on the issue.

## **16. Exchange of Information and on-going matters – Please note no decisions can be made on any items discussed under this agenda item.**

- Safety of school children crossing the B3098
- Erlestoke House Gates
- Fracking
- Broadband
- Play Area
- Erlestoke Lakes
- Erlestoke Woods

## **17. To receive reports from EPC Representatives**

### **17.1 Footpaths**

### **17.2 Police**

**18. Correspondence circulated via clerk's email for noting**

- 8.5.18 Rural Services Network – Weekly Email News Digest 8.5.18
- 8.5.18 Wiltshire Council – Housing Site Allocations
- 16.5.18 Wiltshire Council – Proposed temporary closure of C40 High Street (part)  
Green Lane and Hill Corner, Cheverall Magna (Great Cheverall) – Soap Derby 26.8.18
- 17.5.18 Briefing 355 Wiltshire Housing Site Allocations, Deferral of  
Decision

**The next meeting of the Parish Council will be on Wednesday 4<sup>th</sup> July 2018**

**ERLESTOKE PARISH COUNCIL**

**Minutes of the Meeting held on Wednesday 11<sup>th</sup> April 2018  
in the Parish Church**

**Present:** Councillor J S F Jonik – (Chairman)  
Councillor M R D Barton  
Councillor J B R Durham  
Councillor K Lewcock  
Councillor F Morgan-Frise

**Public Participation** – To receive questions from members of the public.

**318/17 APOLOGIES**

Apologies for absence were received from Councillor Mrs Barton and Councillor Hunt-Davis.

**319/17 DECLARTIONS OF INTEREST**

None

**320/17 MINUTES**

The minutes of the Parish Council Meeting held on Wednesday 7<sup>th</sup> March 2018 having previously been circulated were signed by the Chairman, Councillor Jonik as a correct record.

**321/17 Report from Councillor Richard Gamble - Wiltshire Council**

To report on any matters affecting Erlestoke which have been discussed at Wiltshire Council Meetings and or the Area Board.

**322/17 FINANCE**

**322.17/1 BANK BALANCES**

Treasurers Account	£ 677.95
Business Bank Instant	£8,501.31
<u>Total</u>	<u>£9,179.26</u>

The bank balances were noted.

**322.17/2 UPDATED CASH BOOK**

The cashbook was noted.

**322.17/3      CLERKS SALARY FOR APPROVA**

It was proposed by Councillor Lewcock, seconded by Councillor Durham and

**UNANIMOUSLY RESOLVED** to approve the clerk's salary for February and March 2018.

**323.17            PEDESRIAN FOOTWAY – ERELESTOKE PRISON TO THE SCHOOL**

Members discussed the feasibility of the proposal. Concern was expressed that it may not be utilised fully although it was acknowledged that it was important to encourage walking and to make it a safe route to school. It was agreed to make some tentative enquires at Wiltshire Council.

**324/17            THE ELECTRIC SUB STATION**

Where the figure of £100 came from should be linked to the RPI. Payments back dated to when the land became in the ownership of the parish council. It was agreed that the Parish Clerk should continue the negotiations and bring it back to the next meeting.

**325/17            COMMUNITY IDENTIFY, LOGO AND LETTERHEAD**

Still a work in progress.

**326/17            GENERAL DATA PROTECTION REGULATIONS – INFORMATION SESSION  
20.4.18**

The Chairman Councillor Jonik and Councillor Durham agreed to attend.

**327/17            GEORGE AND DRAGON PUB**

Communications are still taking place.

**328/17            EXCHANGE OF INFORMATION AND ON-GOING MATTERS**

- Safety of school children crossing the B3098
- Erlestoke House Gates
- Fracking
- Broadband – Fibre speeds are still not available in the village although Open Reach suggest Fibre has been installed.
- Play Area – Consult with village about ideas for new equipment
- Erlestoke Lakes – SJ met with MOD and would like to attend a meeting to advise the community about their plans. Work has been held up at the lakes as otters have been identified in the lake. They also need to undertake some

soil tests for explosive material and make some soil tests tree roots haven't damaged the dam.

- Erlestoke Woods – Some burning of all the brash needs to be done when the wind is in the right direction.
- Website – Parish Council should have a data base and this could be collated in accordance with the recent GDPR legislation to ensure that all data held is in compliance with the regulations and that the Parish Council has permission to hold their contact details.

### **329/17            REPORTS FORM EPC REPRESENTATIVES**

#### **329/17.1        FOOTPATHS**

#### **329/17.2        POLICE**

### **330/17            CORRESPONDENCE CIRCULATED VIA CLERK'S EMAIL**

- 8.3.18            Wiltshire Council – Parish Newsletter
- 8.3.18            Richard Gamble – TTRN B3098 (Part) Cheverall Parva 11 Mar 1 day
- 12.3.18          Wiltshire Council – Waste Services Update
- 4.4.18            Wiltshire Council – General Data Protection Regulations
- 4.4.18            Wiltshire Council – Briefing Note 345 General Data Protection Regulations
- 4.4.18            Wiltshire Council – Briefing Note 347 Outdoor Education
- 4.4.18            Wiltshire Council – Parish Newsletter
- 4.4.18            Wiltshire Council – Briefing Note 346 – Ofsted March 2018
- 4.4.18            Wiltshire Council – Councillor Wayman's April 2018 Highways Newsletter
- 4.4.18            Wiltshire Council – Minutes Devizes Area Board
- 4.4.18            Wiltshire Council – Minutes, Eastern Area Planning Committee

### **331/17            ANNUAL PARISH MEETING**

It was agreed that the Annual Parish Meeting will be held on Tuesday 24 April 2018.

Need to do a leaflet drop flyers to be prepared with a tear off slip for information for the data base and permission from residents for the pc to hold their details. SJ to do a flyer FMF and SJ would deliver the flyers to residents.

**Date of Annual Meeting (AGM) - 23 May 2018**

**The Meeting closed at 9.55pm**