



## **CASTLE EATON PARISH COUNCIL**

### **Minutes of the Annual Parish Council Meeting**

**23<sup>rd</sup> May 2022**

#### **Present**

#### **Outgoing Councillors**

CLr D Naidu - Chair

CLr D Sainsbury – Vice Chair

CLr A Keate

CLr L Saunders

CLr R Wilkins

#### **Incoming Councillors**

CLr C Williams - Chair

CLr S Cooper Caine – Vice Chair

CLr P Hall

CLr L McVey

CLr M Patrick

T. Whyborn (Clerk)

Seven residents and two Councillors from Kempford

**1. Apologies for absence**

None

**2. Minutes of previous Meeting – 21<sup>st</sup> February 2022**

Minutes agreed no outstanding matters, signed by D Naidu Chair, passed to Clerk

**3. Finance – Annual Return (sign off by outgoing Chair)**

**a. Internal Auditors Report 2021/2022**

Agreed, signed by D Naidu Chair, passed to Clerk

**b. Accounting Statement 2021/2022**

Agreed, signed by D Naidu Chair, passed to Clerk

**c. Annual Governance Statement 2021/2022**

Agreed, signed by D Naidu Chair, passed to Clerk

**d. Certificate of exemption 2021/2022**

Agreed, signed by D Naidu Chair, passed to Clerk

**e. Approval of payments**

Castle Eaton Parish Council					
Transaction List by Date					
18 February - 18 May, 2022					
Treasurers Account					
Date	Transaction Type	Memo/Description	Split	Amount	
<b>Opening Balance 18th Feb 2022</b>					<b>9,975.12</b>
18/02/2022	Expenditure	Quickbooks Feb	IT. Costs	-20.40	
28/02/2022	Expenditure	T M WHYBORN	Payroll Expenses:Wages	-621.23	
01/03/2022	Expenditure	VILLAGE HALL 20000000893190987 CEV/H-PC1Q2022 301335 10 01MAR22 09:59	Village Hall booking	-28.00	
02/03/2022	Expenditure	COMM HEARTBEAT 40000000902483953 CAS006 205269 10 02MAR22 09:52	Equipment rental	-55.20	
09/03/2022	Transfer	PARISH COUNCIL OF 301335 71707268	Golden Jubilee	323.64	
10/03/2022	Expenditure	MRS SHEILA THEOBALD 30000000905174594 GOLDEN JUBILEE 1 301335 10 10MAR22 16:52	Golden Jubilee	-323.64	
18/03/2022	Expenditure	Quickbooks March	IT. Costs	-20.40	
28/03/2022	Expenditure	T M WHYBORN	Payroll Expenses:Wages	-752.27	
20/04/2022	Expenditure	Quickbooks April	IT. Costs	-20.40	
20/04/2022	Expenditure	MRS SHEILA THEOBALD GOLDEN JUBILEE 2 301335 10 20APR22 10:12	Golden Jubilee	-368.73	
21/04/2022	Expenditure	EMMA JOHNSON CASTLE EATON AUDIT 040004 10 21APR22 12:05	Internal Audit	-150.00	
22/04/2022	Deposit	SWINDON BC PAYMENT PRECEPT	Precept Payment	8,707.35	
27/04/2022	Expenditure	WALC 2022 2023 Subscription	Annual Council Memberships	-105.37	
28/04/2022	Expenditure	T M WHYBORN	Payroll Expenses:Wages	-632.15	
29/04/2022	Expenditure	MRS SHEILA THEOBALD GOLDEN JUBILEE 3 301335 10 29APR22 09:18	Golden Jubilee	-379.70	
03/05/2022	Expenditure	DAVID NEWMAN GRASS CUTTING 308095 10 03MAY22 09:43	Grass Cutting	-1,742.40	
<b>Closing Balance 18th May 2022</b>					<b>13,786.22</b>
<b>CBF Account</b>					
<b>Opening Balance 18th Feb 2022</b>					<b>36,917.88</b>
09/03/2022	Transfer	PARISH COUNCIL OF 301335 71707268	Golden Jubilee	-323.64	
09/03/2022	Deposit	INTEREST (GROSS)	Bank Interest	0.28	
11/04/2022	Deposit	INTEREST (GROSS)	Bank Interest	0.33	
09/05/2022	Deposit	INTEREST (GROSS)	Bank Interest	0.28	
<b>Closing Balance 18th May 2022</b>					<b>36,595.13</b>

**f. Bank statement Reconciliation 2021/2022**

Agreed, signed by D Naidu Chair, passed to Clerk

**4. CBF Funding Application**

Resident B Wicks confirmed the CBF is looking at two applications.

**a. Water Pump Lids**

An initial order to the manufacturer was put in to have them made without the paperwork and approval of the Parish Council. The lids produced were the incorrect size, therefore this application has been withdrawn until all the details are clarified.

**b. Trestle Tables**

In preparation for the Jubilee celebration, it has highlighted that the current tables used in the village are in a bad state of repair and it would be a suitable time to replace them.

## **5. Planning Applications**

### **a. S/LBC/22/0614**

Castle Eaton Parish Council has submitted their concerns regarding the above planning application.

### **b. S/HOU/22/0667**

Castle Eaton Parish Council has submitted no objections to the above planning application.

## **6. Results of Traffic Survey**

Cllr R Wilkins went through the results of the traffic survey that was circulated around the village. Cllr Wilkins has displayed the results on the Parish Noticeboard and emailed them to the new Parish Councillors for further actions.

The most popular ideas from the survey for resolution of the issue of the junction of The Street and School Lane were:-

20mph Speed Limit – Nationwide Village implementation

Mirror opposite The Street

Repainted lines – These have been repainted

Clear Signage – Signage is confirmed as clear

Other options to investigate included the electronic signs on the entrance to the village which are not working, this needs to be reported to SBC. Cllr L McVey confirmed that they are very effective in Meysey Hampton as they are much clearer.

Moving signage further up the C114 towards A419.

Cllr D Sainsbury expressed his concern regarding passing the unfinished project over to the new team and urged them to take time deliberating the results and not rushing in any solutions.

## **7. Resignation of Current Councillors.**

Cllr D Naidu, Cllr D Sainsbury, Cllr L Saunders, Cllr A Keate and Cllr R Wilkins resigned from Castle Eaton Parish Council

## **8. Welcome New Councillors**

### **a. Declarations of Acceptance**

Cllr C Williams, Cllr S Cooper Caine, Cllr L McVey, Cllr P Hall and Cllr M Patrick submitted their Declarations of acceptance which were witnessed by the Clerk.

**b. Handovers**

The handover of the Traffic Survey was completed earlier, see Point 6

**9. Appointment of Chair and Vice Chair**

Cllr C Williams was proposed by Cllr M Patrick and seconded by Cllr L McVey as Chair, Cllr C Williams accepted the role as Chair.

Cllr S Cooper Caine was proposed by Cllr M Patrick and seconded by Cllr L McVey as Vice Chair, Cllr S Cooper Caine accepted the role as Vice Chair.

**10. Declarations of Interest**

All Councillors submitted their declarations of interest to the Clerk

**11. AOB**

The next actions would be to get at least two signatories on the Parish Council Bank Accounts, the Chair and at least one other. This would be organised by the Clerk.

The Clerk will provide information on AGAR and Budget to the Chair.

Councillors from Kempford requested support on the issues that they are currently having with excessive quarrying in the local area. Cllr C Williams confirmed that we would provide support as needed.

**12. Date of next Meeting**

The dates of the next meetings were agreed as:-

1<sup>st</sup> August 2022

12<sup>th</sup> September 2022

7<sup>th</sup> November 2022

5<sup>th</sup> December 2022

Meeting was adjourned at 8.15pm by Cllr Colin Williams – Chair

Minutes submitted by: Teresa Whyborn - Parish Clerk

Approved by: Cllr Colin Williams - Chair