

FROXFIELD PARISH COUNCIL

<p>Clerk to the Council Lynn Casey-Sturt 2 The Limes, Froxfield, Wiltshire SN8 3LB</p>	<p style="text-align: right;">Contact Information Telephone Number: 07590 637165 Email: clerk@froxford.org</p>
---	---

The Minutes of the Meeting

Froxfield War Memorial Hall, The Green, Froxfield
Monday, 17 July 2023 at 7.00 pm

Present
<p>Cllr V Body (Chairman), Cllr S Heppenstall, Cllr A Miles, Cllr E Morton Cllr R Smith, Cllr C Wilson, and Mrs L Casey-Sturt (Clerk). Guest: Cllr Sturt Wheeler, Pewsey Vale East (Wiltshire Council).</p> <p style="text-align: center;">The meeting was confirmed as quorate.</p>

Agenda item	Minutes
019/2023	<p>Apologies for Absence, Declarations of Interest and Dispensations Apologies received from: Cllr T Till. No declarations made.</p>
020/2023	<p>Minutes from the previous meeting(s)</p> <ul style="list-style-type: none"> • Monday 15 May 2023 (Annual Meeting) • Monday 12 June 2023 (Extraordinary) <p>The minutes of both the 15 May and 12 June were approved and signed as a true record.</p>
021/2023	<p>Questions from Members of the Public None.</p>
022/2023	<p>Chairman's Report The Chairman's update has been incorporated within the following agenda items.</p>
023/2023	<p>Matters Outstanding</p> <p><u>023.01: Froxfield Speed Limit Survey and Speed Indicator Device (SID) Project</u> <u>Traffic Survey:</u> The Chairman summarised the results of the Wiltshire Council Traffic Survey. The survey recorded 85th percentage speed for each vehicle and was used to determine if the site enters the thresholds for intervention. The survey results demonstrated that the combined 85%ile was 43.1mph, an improvement on the figures reported in a previous year (49mph). In conclusion, the site no longer meets the eligibility criteria for Community Speed Watch, nor the threshold for intervention.</p>

	<p><i>(The full report can be found on the Froxfield Parish Council website: Froxfield Parish Council – Wiltshire, England)</i></p> <p>SID Project: Cllr S Heppenstall, attended a meeting of the Police and Crime Commissioners office on the 2 June 2023 to review the mechanisms available to Parish Council’s in making our roads safer using a Speed Indicator Device (SID).</p> <p>In facilitation of this, the parish council will be looking to purchase an Evolis device and supporting structure; and which will capture both west and east bound traffic speeds.</p> <p>Resolution: Agreed in principle, and subject to expected and budgeted costs.</p> <p>023.02: A new Logo for Froxfield Parish Council</p> <p>Cllr R Smith presented for review a range of Parish Council Logo options for consideration.</p> <p>Action: Following initial review, it was agreed that Cllrs would put forward their preference to the Clerk for collation, before responding to Cllr Smith on consensus.</p> <p>Resolution: A parish council logo to be produced in both colour and black and white; and is to be incorporated within Councillor and Clerk email signatures going forward.</p> <p>023.03: New on demand local bus service</p> <p>A revised target date of the 30 October has been put forward for the inauguration of the on-demand bus service.</p> <p>Action: Cllr Wheeler to confirm expected date nearer the time.</p> <p>023.04: Play area, village green and water meadow: monthly checks</p> <p>Play Area: No further update. It is considered that work on installing the play equipment (swings) will commence in September 2023.</p> <p>Water Meadow: Further consideration is to be given to the future maintenance and upkeep (including finances) of the water meadow.</p> <p>Action: Cllr Body to organise a meadow ‘tidy-up work day’ – publicising and enlisting volunteers.</p> <p>Action: Cllr Smith, Cllr Morton, and Cllr Willson, to review current procedures, with a view to updating and putting in place a revised ‘Risk Assessment’.</p> <p>Action: Clerk to investigate the Wiltshire Council ‘Parish Stewards Programme’ and establish contact details.</p> <p>023.05: Merging of FPC bank accounts: To be facilitated once Clerk’s online bank access has been confirmed.</p>
024/2023	<p>New Matters</p> <p>024.01: Verge Cutting in Froxfield: Correspondence has taken place with Wiltshire Council (Highways) over the maintaining of the grass verges along the A4 to the east of the village, as scheduled work to cut away the growth impeding public pathways, has not taken place. Correspondence is ongoing to find a resolution.</p> <p>Action: Cllr Wheeler to contact Angela Begent, Wiltshire Council.</p> <p>024.02: Froxfield Flex mail for Councillors: As not currently required, this item has been deferred.</p> <p>024.03: Provision of a Boules Court: This item to be taken forward for discussion following the completion of the play area.</p> <p>024.04: Fly Tipping: Members were asked to advise of any fly-tipping in the Parish – none reported.</p>

	<p><u>024.05: Winter Preparations 2023/24 (Audit of Salt Bins):</u></p> <p>Action: Cllr Heppenstall agreed to carry out an audit of Parish salt bins and report on stock levels to: MyWilts.</p>
025/2023	<p>Planning – Weekly Lists</p> <p>Councillors received notification of proposed works to trees in conservation area: Hill House, Brewhouse hill, Froxfield. No action to be taken.</p>
026/2023	<p>Finance – Q1 (May-June) FY 2022/23</p> <p><i>(All papers circulated in advance of this meeting)</i></p> <p>Councillors received for Approval:</p> <ul style="list-style-type: none"> • Budget Report – M2 (Appendix 1) • Budget Report - M2 (Appendix 2) • Forecast spend against budget (Actual) Report. <p>Approved and signed by the Chairman.</p>
013/2023	<p>Any Other Business / Correspondence Received</p> <ul style="list-style-type: none"> • Beating the Bounds event – 6 August 2023 • Green Open Homes event – 14/15 October <p>Agreed: That both events are publicised on the Froxfield Parish Council website.</p>
014/2023	<p>Date of next meeting</p> <p>Monday, 18 September 2023</p>

(Appendix 1)

Financial Statement 1 May - 31 May 2023 (Q1 - FY2023/24)			
*Opening Balances from 1 May 2023			
Business Reserve Account - 20612095		£1,971.23	
Business Account - 79249299		£10,310.55	
Business Reserve Account - 20612109		£627.65	
Total		£12,909.43	£12,909.43
Income	Business Account - 79249299		
3.5.23	HMRC VTR	£1,191.13	£1,191.13
Income	Business Reserve Account - 20612109		
31.5.23	GRS 20612109 - Interest	£0.61	£0.61
Income	Business Reserve Account - 20612095		
5.5.23	Coronation - HEPPENSTALL JANET - MUGS	£48.00	
9.5.23	Coronation - Edmund Sturt - Cushions	90.00	
15.5.23	Coronation - PATRTICIA ADAMS - Bar Takings	160.00	
15.5.23	Coronation - MARY TILL - MUGS	8.00	
17.5.23	BK GRAIN - Donation (swngs)	3500.00	
31.5.23	Interest	£3.58	
Total		£3,809.58	£14,101.17
Expenditure	Business Account - 79249299		
3.5.23	Coronation - My Little Blue Duck - MUGS	£28.50	
4.5.23	Coronation - N J BULL ENGRAVING	£36.00	
9.5.23	DGM Landscape/GRD	£85.00	
26.5.23	WALC yearly subscription	£158.36	
26.5.23	DGM Landscape/GRD	£85.00	
		£392.86	£392.86
Total			£392.86
Closing Balances at 31.5.2023			
Business Reserve Account - 20612095		£5,780.81	
Business Account - 79249299		£11,108.82	
Business Reserve Account - 20612109		£628.26	
Total Balances		£17,517.89	

(Appendix 2)

Financial Statement 1 June - 3 July 2023 (Q1 - FY2023/24)			
* Opening Balances from 1 June 2023			
Business Reserve Account - 20612095		£5,780.81	
Business Account - 79249299		£11,108.82	
Business Reserve Account - 20612109		£628.26	
Total		£17,517.89	£17,517.89
Income	Business Account - 79249299		
2.6.23	Main Grants - National Lottery	£9,590.00	£9,590.00
Income	Business Reserve Account - 20612109		
30.6.23	GRS 20612109 - Interest	£0.59	£0.59
Income	Business Reserve Account - 20612095		
31.5.23	GRS 20612095 - Interest	£5.14	£5.14
Total		£5.14	£27,113.62
Expenditure	Business Account - 79249299		
13.6.23	DGM Landscaping - grass cutting	£85.00	
20.6.23	DGM Landscaping - grass cutting	£85.00	
21.6.23	FPC Insurance (Renewal)	£340.99	
30.6.23	Auditor - Andrew Ross	£250.00	
3.7.23	Parish Clerk	£1,288.56	
3.7.23	HMRC Tax payment	£314.40	
3.7.23	DGM Landscaping - grass cutting	£85.00	
		£2,448.95	£2,448.95
Expenditure	Business Reserve Account - 20612095		
13.6.23	CPT Eqpt - Shire Garden Centre	£599.98	
		£599.98	£599.98
Total			£3,048.93
Closing Balances at 3.7.2023			
Business Reserve Account - 20612095		£5,185.97	
Business Account - 79249299		£18,249.87	
Business Reserve Account - 20612109		£628.85	
Total Balances		£24,064.69	