

**FROXFIELD PARISH COUNCIL**

<b>Clerk to the Council</b> Lynn Casey-Sturt 2 The Limes, Froxfield, Wiltshire SN8 3LB	<b>Contact Information</b> Telephone Number: 07590 637165 Email: clerk@froxford.org
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**The Minutes of the Annual Meeting**

Froxfield War Memorial Hall, The Green, Froxfield  
 Monday 15 July 2024 at 7.00 pm

<b>Present</b>
Cllr V Body (Chairman), Cllr P Cowans, Cllr S Heppenstall, Cllr A Miles, Cllr E Morton, Cllr R Smith, Cllr C Wilson, Minutes: Mrs L Casey-Sturt (Clerk). <b>The meeting was confirmed as quorate.</b>

Agenda item	Minutes
015/2024	<b>Apologies for Absence, Declarations of Interest</b> None received.
016/2024	<b>Minutes from the previous meeting</b> <ul style="list-style-type: none"> <li>• Annual Electors Meeting: 13 May 2024</li> <li>• Annual Meeting: Monday 13 May 2024</li> </ul> The minutes were <b>approved</b> as a true record.
017/2024	<b>Questions from Members of the Public</b> Discussion pointed to the recent re-surfacing works (1 July 24) carried out on the A4 between Hungerford and Newbury; which included repairing damaged kerbs and replacing over 60 faded road signs. It was questioned as why the long standing 50mph road marker on the A4 leading into Froxfield had not been removed in light of the recent speed limited reduction, which included the erection of new 40 mph signs; the Chair confirmed that this part of the A4 was outside of the Froxfield boundary, and therefore outside of Wiltshire Council authority.
018/2024	<b>Matters Outstanding</b> <u>018.01: Froxfield Speed Limit Survey and Speed Indicator Device (SID) Project</u> The Froxfield speed reduction project is now complete; with new 40 mph signs in place. As part of this project, Wiltshire County Council installed a pole upon which the Speed Indicator Device (SID) is to be installed. <b>Action:</b> Parish Councillors to agree an installation date.

	<p><b>018.02: A new Logo for Froxfield Parish Council</b></p> <p>The design for a new Froxfield Parish Council logo has been agreed by Councillors and will be integrated within the Froxfield Parish Council email account and website.</p> <p><b>Action:</b> Parish Clerk to take this forward with Netwise.</p> <p><b>018.03: 2024 Wiltshire Best Kept Village Competition (May 24)</b></p> <p>As previously report, Froxfield won the first round of the Wiltshire CPRE Best Kept Village competition. The village has now gone forward for a second round of judging where we will be judged against other villages in Wiltshire. This is due to take place sometime in July.</p> <p><b>018.04: Parish Steward Scheme – tasks inside and outside of scope</b></p> <p>The following areas of work are to be submitted to the Parish Steward Scheme:</p> <ol style="list-style-type: none"> <li>1. Cleaning of white gates and the ‘welcome to Froxfield’ sign (re-submission)</li> <li>2. Weeding the footpath along the western end of the village (re-submission)</li> <li>3. Weeding the footpath by the bus stop just off the A4 slip road (new request)</li> <li>4. Pruning of large bush/tree opposite river view, west side of sewage pumping station access (new request)</li> <li>5. Blocked drains in front of ‘Ford Cottages’(new request).</li> </ol> <p><b>Action:</b> In September, the Clerk to submit a request to strim the hedge surrounding the green, as this is encroaching on the slip road.</p>
019/2024	<p><b>New Matters</b></p> <p><b>019.01: Parish Council: Project Mapping</b></p> <p>To assist the Council in mapping future projects for the village, it was agreed that the Parish Council would formulate a short survey, which will seek to obtain the views and future requirements of the village.</p> <p><b>Action:</b> Cllr Morton to action with the assistance of Parish Council members.</p>
020/2024	<p><b>Planning – Weekly Lists</b></p> <p>The following application was <b>noted</b>.</p> <ul style="list-style-type: none"> <li>• PL/2024/05399: 28 Froxfield, Marlborough – Felling of T1 – Juniper: Tree has outgrown its location (Under Consultation).</li> </ul>
021/2024	<p><b>Finance – Budget Report (FY 24/25)</b></p> <p>Councillors received for Approval:</p> <ul style="list-style-type: none"> <li>• 021.01: Budget Report M2(May 24) and M3 (June 24)</li> <li>• 021.02: Expenditure against Income</li> <li>• 021.03: Budget against expenditure 2024/25</li> </ul> <p><b>Approved and signed</b> by the Chairman.</p>
013/2023	<p><b>Any Other Business / Correspondence Received</b></p> <p><b>Emergency Contact List:</b> Members were notified of two Froxfield residents who had agreed to put themselves forward as a contact, in the event of a village emergency.</p> <p>To support the information already available and accessible via the Froxfield Parish Council website: <a href="https://www.froxfieldparishcouncil.gov.uk">Froxfield Parish Council – Wiltshire, England</a>, it was agreed that a one-page emergency contact list is produced and made available to residents.</p> <p><b>Action:</b> The Clerk to draft and take forward for discussion at the 16 September 2024.</p>

Signed by Chair.....

	<p><u>Section 96 Licence.</u></p> <p>Members discussed the pending S96 license which is to be awarded to Froxfield Parish Council, subject to the required terms and conditions.</p> <p><b>Action:</b> The Chair to confirm compliance of the S96 with the Highways Department, Wiltshire Council.</p> <p><u>Best Shelter (Opposite Ford Cottage)</u></p> <p>It was agreed that a new lockable notice board is procured to replace the water damaged noticed board situated in the bus shelter. This will enable the parish, and the community, to display notices. All requests to be made via the <a href="mailto:clerk@froxfied.org">clerk@froxfied.org</a>.</p>
014/2023	<p><b>Date for next meeting</b></p> <p>16 September 2023</p>

For Approval - 16 September 2024

**Financial Statements.**

<b>Financial Statement 1 May - 31 May 2024 (Q1 - FY2024/25)</b>			
<b>* Opening Balances from 1 May 2024</b>			
Business Reserve Account (Community fund) - 20612095		£5,747.38	
Business Account - 79249299		£10,393.25	
Business Reserve Account - 20612109 (CLOSED)		£0.30	
<b>Total</b>		<b>£16,140.93</b>	<b>£16,140.93</b>
<b>Income</b>	<b>Business Account - 79249299</b>		
		-	<b>£0.00</b>
<b>Income</b>	<b>Business Reserve Account (Community Fund) - 20612095</b>		
30.5.24	Interest	£6.90	<b>£6.90</b>
<b>Total</b>			<b>£16,147.83</b>
<b>Expenditure</b>	<b>Business Account - 79249299</b>		
03.05.24	Mr Andrew Ross (Accountant)	250.00	
14.05.24	DGM Landscaping	85.00	
28.05.24	DGM Landscaping	85.00	
<b>Expenditure</b>	<b>Business Reserve Account - 20612095</b>		
16.05.24	Brunel Engraving (Dday)	£246.02	
16.05.24	Penwood Nurseries (Dday)	£48.00	
		<b>£666.02</b>	<b>£15,481.81</b>
<b>Closing Balances at 31.05.2024</b>			
Business Reserve Account - 20612095 (Community Fund)		£5,460.26	
Business Account - 79249299		£9,973.25	
Business Reserve Account - 20612109 (CLOSED)		£0.30	
<b>Total Balances</b>		<b>£15,433.81</b>	

<b>Financial Statement 1 June - 31 June 2024 (Q1 - FY2024/25)</b>			
<b>* Opening Balances from 1 June 2024</b>			
Business Reserve Account (Community fund) - 20612095		£5,460.26	
Business Account - 79249299		£9,973.25	
Business Reserve Account - 20612109 (CLOSED)		£0.30	
<b>Total</b>		<b>£15,433.81</b>	<b>£15,433.81</b>
<b>Income</b>	<b>Business Account - 79249299</b>		
		-	<b>£0.00</b>
<b>Income</b>	<b>Business Reserve Account (Community Fund) - 20612095</b>		
28.6.24	Interest		<b>£6.07</b>
<b>Total</b>			<b>£15,439.88</b>
<b>Expenditure</b>	<b>Business Account - 79249299</b>		
11.06.24	DGM Landscaping	170.00	
18.06.24	CAS Ltd (Froxfield Parish Council Insurance)	378.20	
24.6.24	FPC Clerks Pay (By Quarter)	666.85	
24.6.24	HMRC Tax Payment	424.00	
<b>Expenditure</b>	<b>Business Reserve Account - 20612095</b>		
		£0.00	<b>£0.00</b>
		<b>£1,639.05</b>	<b>£13,800.83</b>
<b>Closing Balances at 31.06.2024</b>			
Business Reserve Account - 20612095 (Community Fund)		£5,466.33	
Business Account - 79249299		£8,334.20	
Business Reserve Account - 20612109 (CLOSED)		£0.30	
<b>Total Balances</b>		<b>£13,800.83</b>	