

Fovant Parish Council

Minutes of May Meeting 1

Held at 8.20pm Friday 20th May 2022

at Fovant Village Hall, Tisbury Road, Fovant

Questions or Statements from Members of the Public:

No questions were raised or comments made.

Report from Wiltshire Councillor

Wiltshire Councillor Nabil Najjar made comments at the Annual Parish Meeting and was unable to remain for this meeting. He particularly noted the inception of South West Wiltshire Local Highways and Footpaths Improvement Group (LHFIG), and potential funding changes arising.

MEETING MINUTES

Those present:

Parish Councillors T. Phillips (Chairman), D. Horne (Vice-Chairman), S. Barr, A. Harvard, W.Hobbs-5.

Also in attendance: Martin Wallis, Andrew Cousley (prospective co-optees), and Tim Culver-James (Clerk).

No Declarations of Interest were made. Minutes from the last meeting, April 4th 2022 were resolved.

1.Both Martin Wallis and Andrew Cousley made brief statements, and it was resolved unanimously that both be co-opted as Councillors.(S. Barr/AH). Both then signed the Declaration of Acceptance of Office.

2.A number of ongoing projects were noted by TP, notably the website contribution by Derryn Hinks and Councillor WH. Suggested that in due course the Clerk also be involved in the management of FPC online presence.

TP will report following the meeting of LFHIG on 8th June with regards to highways issues and related (SID data, increased uniformed police activity, speeding etc) and suggest any further actions.

The lack of public response to proposed training in the use of the AED was noted. Suggested that the Clerk asks Tisbury Parish Council if spaces can be made for Fovant residents on an upcoming first aid course to be held in Tisbury.

3.WH raised the continued maintenance of the village planters, including an element of “rewilding”. Consideration to be given to possibility of involvement of Youth Club in this.

SB highlighted access to resilience equipment to be resolved.

4.Chairman’s items largely covered in previous comments, and further considered at **8** below.

5.Clerk to review current Standing Orders and Financial Regulations to incorporate a Scheme of Delegation for any urgent expenditure in conjunction with Chair and Vice-Chair, such payments to be presented for resolution as retrospective payments at the next meeting of the Council. Agreed unanimously by Councillors.

6.Clerk to review the Asset Register, noting any changes affecting insurance requirements. May also impact end of year accounts.

7.Clerk to speak with existing insurance brokers. Policy renewal date is 17th July, and any changes for risk coverage to be notified by 17th June.

8.Discussion regarding ongoing support for 3 Towers magazine to be continued at the next meeting. Various matters touched on regarding funding (charging, online etc.) The value of the contribution to Fovant and surrounding areas of 3 Towers **Community magazine** was highlighted. **The magazine had been discussed by the public in the Open Forum of the Annual Parish Meeting (see meeting report on Fovant Village Website)**

9.DRAFT EXPENDITURE ITEMS FOR APPROVAL

10.DRAFT SUMMARY OF ACCOUNTS 14THMAY

11.HR matters, including Clerk appraisal to be overseen by Councillors Barr and Cousley.

12.Resolved unanimously that Mrs. Marie Hedley be retained to administer Clerk’s salary and calculation of any NI and PAYE arising **therefrom**.

13.Following discussion, it was resolved that Mrs. Hedley assist the Clerk in instituting the establishment of the accounting package Xero to develop the Councils financial oversight and reporting.

14. Clerk to seek prospective Internal Auditor as a matter of urgency to ensure compliance.

Date of next meeting-TBC

Meeting closed at 10.10pm