

Coulston Parish Council

Parish Clerk - Mrs. Tekla Hicks

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Minutes of the Meeting of Coulston Parish Council (CPC) held at Coulston Village Hall, Coulston, Westbury, BA13 4NY on 7th November 2023 at 7.30pm

Membership: Cllr McClymont (Chair), Cllr Markes (Vice Chair), Cllr Fisher, Cllr Suter, Cllr Vize

Present: Cllr McClymont, Cllr Fisher, Cllr Suter, Cllr Markes, Cllr Reay

Officer: T Hicks

DRAFT MINUTES

No.	Item	Action
1.	<p>Apologies – to receive and accept apologies.</p> <p>Apologies received from Cllr. Vize.</p>	
2.	<p>Declarations of Interest</p> <p>None.</p>	
3.	<p>Minutes of the previous meeting</p> <p>(i) To consider and approve as a correct record the minutes of the meeting held on 5th September 2023. The Parish Council considered and approved (without amendment) the minutes of the Coulston Parish Council meeting held on 5th September 2023 and which were signed by the Chairman, Cllr McClymont as a correct record.</p>	
4.	<p>Questions from the public</p> <p>None.</p>	
5.	<p>Reports from:</p> <p>(i) Cllr Reay updated the meeting regarding</p> <ul style="list-style-type: none"> • Weather & flooding update. She encouraged residents to use myWilts App & Parish Steward to notify of any issues in the village. • Area Board Grant Funding – will support projects that support older and vulnerable people. New groups also supported. The next meeting is 20th Nov Devizes Area Board. • Highways matters in Feb. • Local Plan concludes 22nd Nov. • Church Lane flooding. Wessex water fixed but now big hole. Chair to email Wiltshire Council. Leak at corner of allotment. Chair to visit site and email Wiltshire Council. <p>(ii) The Chair updated the meeting.</p> <ul style="list-style-type: none"> • Contribution to The News proposed £60 each year grant. Resolved. • Ownership documents now in electronic format of allotment land. Clerk to check insurance for this and for phone box. • Chair to check on new village phone list/welcome pack for new residents. 	

6.	Matters arising: <ul style="list-style-type: none"> (i) Update on the removal of 20mph repeater sign in Dark Lane. No update. Carry forward. Clerk to send Chair Parish Steward number. (ii) Update to Watch Keeper. Matter closed. (iii) Drain Leak in Church Lane. Matter closed. 	Clerk
7.	Finance <ul style="list-style-type: none"> (i) To agree and approve the CPC September and October banking financial statement with accounts listed up to and including 31st October 2023 along with financial summary sheet. The Council agreed without amendment. (ii) To agree Budget Planning – agreed timetable and to agree in January 2024. (iii) To note future election costs. Noted. (iv) To discuss and agree Precept amount for 2024-25. Agreed to carry forward to January meeting with budget. Contingency and historical HMRC PAYE Ringfenced. (v) To discuss and agree Lloyds Bank set up. Clerk and Cllr Suter to be other signatories. Resolved. (vi) Clerk’s expenses - agreed. Cllr Suter expenses £51.95 – agreed. Chair expenses £33.99 – agreed. 	All All Clerk
8	Governance <ul style="list-style-type: none"> (i) Discussion on proposed Standing Orders – Agreed to carry forward in January to approve policies. (ii) Discussion on proposed policies. Agreed to carry forward to next meeting (iii) Discuss adopting new Councillor Code of Conduct. Agreed to carry forward to next meeting (iv) To agree dates of meetings in 2024. Agreed to move first meeting to be 9th January 24, then all the same as proposed. Resolved. (iv) To discuss Parish Council Chair future planning. Chair updated the meeting. Carry forward. 	Cllr Fisher Cllr Fisher Cllr Fisher Clerk
10.	Correspondence None	
10.	Confirmation of date of next meeting: 9 th January 2024	
11.	To close the meeting – Meeting closed at 8.38pm	