

MINUTES of the Annual & Ordinary ROWDE PARISH COUNCIL MEETING
Held on Wednesday 19th May 2021, 7.30pm, at Rowdefield Farm & by zoom

PRESENT: P Bryant (Chair), L Wills (Vice-Chair), P Brown (from item 3), W Cherry, J Dalley, S Green, D Pullen, C Stevens, J Wills

Apologies: A Humphreys

	The new Parish Council was welcomed.	
1.	Election of Chair It was proposed that P Bryant would remain as Chair of the Parish Council, nominated by J Dalley, seconded by C Stevens. All councilors, except one, voted in favour. a. P Bryant signed the Declaration of Acceptance of Office.	
2.	Election of Vice-Chair There was a discussion on the need for a Vice-Chair. It was requested that the election of a Vice-Chair was postponed for one month to enable to the new Parish Councillors to stand. There were four votes to have a Vice-Chair, plus the Chair's casting vote. It was agreed that a Vice-Chair would be elected at this meeting. L Wills was nominated for Vice-Chair by D Pullen, seconded by C Stevens. There were five votes for L Wills to become Vice-Chair. L Wills was elected for the post. a. L Wills signed the Declaration of Acceptance of Office	
3.	Co-option P Brown was proposed for co-option by C Stevens, seconded by L Wills. All Councillors were in favour. P Brown joined the meeting as a member of the Parish Council.	
4.	Welcome to new Councillors. <ul style="list-style-type: none"> All Councillors signed their Declaration of Acceptance of Office and Code of Conduct forms. 	
5.	Declaration of business interest <ul style="list-style-type: none"> No new business interests were recorded. All new Councillors were asked to add their business interests to Wiltshire Council's online business register. 	
6.	Discussion on Councillor Responsibilities Councillors will consider the roles they may like to take on and discuss further at the next Parish Council meeting. <ul style="list-style-type: none"> There was discussion on creating a role to link with Rowde Primary School. J Dalley will meet with the Headteacher in the first instance. It is hoped that a working party can be formed to look at issues surrounding the school swimming pool. 	
7.	Finance a. Presentation & approval of draft accounts for year ending 31 March 2021. The draft accounts were presented to the Parish Council. The Clerk explained variances in income and expenditure in this financial year compared to the last financial year. <ul style="list-style-type: none"> No questions were asked at this time. Review of internal auditor's report	

b.	The internal auditors, John Davis Accountants, did not raise any queries relating to the accounts.	
c.	Parish Council approval of the Annual Governance Statement 2020/21 The Parish Council approved the governance statement for the external audit.	
d.	Parish Council approval of the Accounting Statements 2020/21 The Parish Council approved the accounting statements for the external audit.	
e.	Review of bank signatories The Parish Council bank signatories are currently C Stevens & L Wills. P Brown & S Green agreed to become bank signatories.	Clerk
Ordinary Parish Council - meeting		
8.	Public Question time <ul style="list-style-type: none"> Concern was raised about the village's appearance and who will carry out the clean up work in advance of judging for the Best Kept Village competition. A notice will be put on the Facebook page to ask residents to weed/sweep outside of their properties. It was agreed to hire the road sweeper to go through the village in w/c 1st June 2021 (proposed by J Dalley, seconded by L Wills, all Councillors were in favour). 	Clerk
9.	Wiltshire Council Update <ul style="list-style-type: none"> Update was given by Cllr Mayes at the Annual Village meeting which preceded this meeting. 	
10.	Agree the minutes of the Parish Council meeting: 22nd April 2021. <ul style="list-style-type: none"> W Cherry queried item 9 of the minutes and stated that a vote was not taken for the expenditure of money on repairs to Tower View Play area. Three quotes were sought, and the cheapest quote was to be commissioned. The minutes will be annotated accordingly and be brought back to the Parish Council at the meeting in June for approval. 	
11.	Matters arising and actions taken from meeting on 22nd April 2021. <ul style="list-style-type: none"> J Dalley has spoken with the local farmer about harvesting for the bio-digestate. This will start on 2nd June 2021. A notice has been put onto the Parish Council Facebook page to ask residents to weed in front of their house in advance of the Best Kept Village competition. It is not possible to hire a green waste collection for use by the ground's worker. This service is for domestic use only. Residents have been asked not to fill the public litter bins in the village with their household waste. The Clerk has arranged for more village walks leaflets to be printed. These are distributed from the Marsh Lane bridge. J Dalley has begun to gather quotes on installing a metal barrier at the edge of the large playing field to stop vehicular access. The replacement of the concrete with wet pour, under the toddlers' picnic bench in the small playing field, will cost an additional £420. The total cost for this work will be £780 + VAT. It will still cost less than the second closest quote. The 	Clerk

	additional expenditure was proposed by J Dalley, seconded by L Wills. All Councillors were in favour.	
12.	Planning Matters Planning Application <ul style="list-style-type: none"> PL/2021/04319 Temporary double mobile classroom: Silverwood School (Rowde Campus). Plans to host a temporary classroom until 2023. The Parish Council had no objections. 	Clerk
13.	Update on progress of Devizes Neighbourhood Plan <ul style="list-style-type: none"> An external planning consultant has been employed by the Devizes Neighbourhood Plan team. There is work ongoing to look at areas for proposed development. These do not currently affect Rowde. One landowner in Rowde has come forward with land which he may be prepared to develop on. The Parish Council has suggested that the only other suitable land to build on belongs to Wiltshire Council. P Bryant agreed to forward the last notes from the Devizes Neighbourhood Plan meeting to Parish Councillors. A question was asked about when the last Local Housing Needs survey was held. The last survey of Rowde was in 2019. 	P Bryant
14.	Grounds Maintenance <ul style="list-style-type: none"> The new grounds maintenance contract has begun and will run for two years. The feedback on the work being carried out has been positive so far. There is concern about the road surface at the entrance to Maundrell Close, as it forms a pavement for people to walk across. The problem has been reported through the My Wiltshire App. It was also noted that the large pothole near the entrance to the Rowdey Cow café has returned. 	
15.	Social Media & Community update <ul style="list-style-type: none"> There has been a further request to have 30mph repeaters signs on the High Street. The Community Area Transport Group will not provide repeaters signs in a built-up area with streetlights that are close together. There has been a request for the white lines on the A342, High Street to be repainted. Covid-19 support group <ul style="list-style-type: none"> L Wills has proposed hosting a thank you event for the volunteers who were a part of the Covid-support group in Rowde over the past year. There has been an offer to hire the new garden building at the Rowdey Cow. The cost will be £250 for a cream tea for up to 30 volunteers. Funding for this will come from Party in the Barn fundraiser; the fete fund and another money remaining from the VE planned celebrations. This was proposed by P Bryant, seconded by C Stevens. Six Councillors were in favour of the idea. Silverwood School <ul style="list-style-type: none"> J Dalley met with L Mayes on 18th May 2021 to discuss travel into and out of the expanded Silverwood School. There is a possibility that an exit from the site could be created from the back of the Lodge. 	Clerk

	<ul style="list-style-type: none"> There was a further request for all Silverwood School traffic coming from the north or west of the county to approach via Bromham. <p>Car boot sales</p> <ul style="list-style-type: none"> There was an initial discussion about hosting a car boot sale on the large playing field. <p>Allotments</p> <ul style="list-style-type: none"> A new water butt will be installed at the allotments. This has previously been discussed and agreed by the Parish Council. Up to £400 has been allocated for the materials (proposed by L Wills, seconded by P Bryant, all Councillors were in favour). There was a discussion on removing the green waste bin at the allotments. It could be re-instated if there is blight found on the crops later in the year. A preliminary vote was taken for the removal of the green waste bin (proposed by P Bryant, seconded by J Dalley). [Clerk's note: This matter had not been put on the agenda in advance of the meeting and as such will need to be voted on in full at June's Parish Council meeting]. 	
16.	<p>Financial matters & monthly invoices for April (total: £4, 685.24)</p> <p>a. Discussion on payment of donations to the village groups. It was agreed to pay £300 donation towards the printing costs of the Rowde Village News. The Village Hall will receive £200 towards the costs of their five-year electrical inspection. The Clock at St Matthew's Church will receive £500 towards repair costs. The Devizes and District Link will receive £250.00.</p> <p>Payment for the monthly invoices were proposed by L Wills, seconded by C Stevens. All Councillors were in favour.</p> <p>April invoices breakdown Admin costs: £1,474.67 PC insurance & subscriptions: £1, 190.44 Ground's maintenance: £354.19 Donations to village groups (£.137): £1,250 Misc. allotments/training/leaflets: £265.94 Total: £ 4,535.24</p> <p>b. The Parish Council insurance will be renewed in June for the third and final year of its fixed rate term.</p>	
17.	<p>Date of next meeting</p> <p>🚦 Wednesday 9th June 2021 at 7.30pm for the next Parish Council meeting, venue: Rowde Primary Academy School.</p> <p>🚦 Wednesday 14th July 2021 at 7.30pm, venue tbc</p> <p>🚦 NO meeting in August.</p>	

A reminder that all requests for work/or goods should be presented to the relevant Committee first for authorisation.

Signed:

..... Chairman Date: