



## BRATTON PARISH COUNCIL

**Chair** Jeff Ligo, 2 Grange Court, Bratton, Wiltshire, BA13 4TU 01380 831237

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**Clerk** Nicola Duke, 6 Shetland Close, Westbury, Wiltshire, BA13 2GN 01373 864127

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Minutes of the Annual General Meeting of the Parish Council  
held on **Tuesday 8<sup>th</sup> May 2018** in the Jubilee Hall, Bratton at 7.00 pm.

**Present:** Cllr Ligo, Cllr Morris, Cllr Goode, Cllr Forsyth, Cllr Ridley, Cllr Bolt and Cllr Whittaker.

**In attendance:** Nicola Duke (Parish Clerk) and 12 members of the public.

### **Open Forum to hear from members of the public**

Mr Mackintosh – spoke in respect of planning application 19/02940/FUL – 10 Court Lane, Bratton, BA13 4RE, registering his objection to the plans.

	<b>AGENDA ITEM</b>
2018/01	<b>Election of Chair</b> In accordance with the Local Government Act 1972 ss 15 (2) and 34 (2) members considered the election of a Chair of the Parish Council for the municipal year 2018/2019.  It was proposed by Cllr Forsyth, seconded by Cllr Morris and resolved to elect Cllr Ligo as Chair of the Parish Council.
2018/02	<b>Declaration of acceptance of office</b> Cllr Ligo duly declared his acceptance of office as Chair.
2018/03	<b>Apologies for Absence and to consider the reasons given</b> Cllr Callard and Cllr Sims had presented apologies for absence due to holiday, which were accepted.
2018/04	<b>Election of Vice-Chair</b> In accordance with the Local Government Act 1972 ss 15 (6) and 34 (6) members considered the election of a Vice-Chair of the Parish Council for the municipal year 2018/2019.

	It was proposed by Cllr Forsyth, seconded by Cllr Ridley and resolved to elect Cllr Morris as Chair of the Parish Council.
2018/05	<b>Declaration of Acceptance of Office</b> Cllr Morris duly declared his acceptance of office as Vice-Chair.
2018/06	<b>Declarations of Interest and Dispensations to Participate</b> None.
2018/07	<b>Minutes of Council Meetings</b> The minutes of the <b>Annual General Meeting held on 16<sup>th</sup> May 2017</b> were approved for accuracy and adopted (proposed Cllr Morris, seconded Cllr Goode).
2018/08	<b>Parish Councillor Representatives</b> Members agreed the member portfolios and representation to outside bodies for 2018/2019 as: <ul style="list-style-type: none"> <li>• Highways and Parish Steward – Cllr Goode</li> <li>• Jubilee Hall – Cllr Forsyth</li> <li>• Area Board – Cllr Ridley</li> <li>• Allotments – Cllr Sims</li> <li>• Reeves Orchard – Cllr Callard</li> <li>• Neighbourhood Plan - Cllrs Morris, Callard and Whittaker</li> </ul>
2018/09	<b>Parish Council Committees</b> Members agreed the parish council committees and memberships for the municipal year 2018/19 as: <ol style="list-style-type: none"> <li>a) Staffing Committee – Cllrs Ligo (ex-officio), Morris, Callard, Forsyth and Goode.</li> <li>b) Bratton Recreation Ground – Cllrs Ligo (ex-officio), Morris and Sims.</li> </ol>
2018/10	<b>Parish Council Insurance 2018/2019</b> The insurance arrangements for 2018/2019 were considered and it was proposed by Cllr Morris, seconded by Cllr Ridley and resolved to continue insurance provision with Zurich Insurance via a three year long term undertaking at an annual cost of £1,690.33. Members noted that this represented a saving of £89.00 per year.  The insurance was duly paid under cheque number 2524.  <i>At this point Cllr Whittaker joined the meeting.</i>
2018/11	<b>Parish Council administration arrangements 2018/2019</b> <ol style="list-style-type: none"> <li>a) The bank signatories for 2018/2019 were confirmed as Cllrs Ligo, Morris and Callard.</li> <li>b) Members considered the draft procedure for the adoption and use of on line banking, which was adopted (proposed Cllr Morris, seconded Cllr Ridley).</li> <li>c) Members considered the arrangements for the payment of the Clerk's salary and associated PAYE payments. It was resolved that these payments would be</li> </ol>

	made via standing order for 2018/19 (proposed Cllr Morris and Ridley). The Clerk was asked to investigate the options for pension contribution.																																												
2018/12	<p><b>Financial reports</b></p> <p>a) Members had received the NJC pay scales for 2018/19 and resolved the adjustment of the Clerk's salary at SCP 27 from £24,174 to £24,657 per annum (pro rata); including payment of wages and PAYE for April 2018 at £688.83 and £200.02 respectively (cheques 2515 / 2516) (proposed Cllr Morris, seconded Cllr Ridley).</p> <p>b) Members confirmed payments as listed below (proposed Cllr Morris, seconded Cllr Goode):</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Detail</th> <th>Amount</th> <th>Chq no</th> </tr> </thead> <tbody> <tr> <td>Mr Eddie Cole</td> <td>Expenses – road sign repair</td> <td>£22.16</td> <td>2517</td> </tr> <tr> <td>Cllr Steve Ridley</td> <td>Expenses – website admin</td> <td>£3.99</td> <td>2518</td> </tr> <tr> <td>Mr Steve Lloyd</td> <td>Expenses Rec Ground</td> <td>£69.83</td> <td>2519</td> </tr> <tr> <td>British Gas</td> <td>Electricity Pavilion</td> <td>£139.72</td> <td>2520</td> </tr> <tr> <td>Jubilee Hall</td> <td>Refreshments APM</td> <td>£50.00</td> <td>2521</td> </tr> <tr> <td>Mr Steve Lloyd</td> <td>Expenses Rec Ground</td> <td>£50.13</td> <td>2519</td> </tr> <tr> <td>Mr Mike Manson</td> <td>Fuel Rec Ground</td> <td>£48.24</td> <td>2522</td> </tr> <tr> <td>Mr Peter Lankester</td> <td>Fuel Rec Ground</td> <td>£107.02</td> <td>2523</td> </tr> <tr> <td>Mr Peter Lankester</td> <td>War memorial expenses</td> <td>£81.51</td> <td>2525</td> </tr> <tr> <td>Mr R Jordan</td> <td>Parish maintenance</td> <td>78.30</td> <td>2526</td> </tr> </tbody> </table>	Payee	Detail	Amount	Chq no	Mr Eddie Cole	Expenses – road sign repair	£22.16	2517	Cllr Steve Ridley	Expenses – website admin	£3.99	2518	Mr Steve Lloyd	Expenses Rec Ground	£69.83	2519	British Gas	Electricity Pavilion	£139.72	2520	Jubilee Hall	Refreshments APM	£50.00	2521	Mr Steve Lloyd	Expenses Rec Ground	£50.13	2519	Mr Mike Manson	Fuel Rec Ground	£48.24	2522	Mr Peter Lankester	Fuel Rec Ground	£107.02	2523	Mr Peter Lankester	War memorial expenses	£81.51	2525	Mr R Jordan	Parish maintenance	78.30	2526
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2018/13	<p><b>Parish Council Accounts year ending 31<sup>st</sup> March 2018</b></p> <p>It was noted that these had been deferred until the June meeting.</p>																																												
2018/14	<p><b>Planning applications, decisions and appeals</b></p> <p>Members considered the parish council's response to the below listed planning applications:</p> <p><b>18/02940/FUL</b> – Land opposite 10 Court Lane, Bratton, BA13 4RE – proposed one bedroom split level cottage built into the bank of a detached parcel of land with an existing detached single garage on the opposite side of the road and belonging to the application address – Objection (proposed Cllr Morris, seconded Cllr Forsyth) on the below listed grounds:</p> <ul style="list-style-type: none"> <li>• Over development of the site</li> <li>• Parking and highway safety</li> <li>• Design, character and visual impact</li> <li>• Impact on local amenity and conservation area</li> </ul> <p><b>18/03555/TCA</b> – 1 The Ball, Bratton, BA13 4SB – Felling of eucalyptus, 3 x Norway spruce and monkey puzzle – Leave to Tree Officer</p> <p><b>18/03884/TCA</b> – Little Stoke, 2 Port Way, Bratton, BA13 4SW – coppice 1 multi-stemmed sycamore tree and fell 1 ash tree - No plans were available on the Wiltshire Council website. The Clerk would raise this with the relevant department.</p> <p><b>18/04071/TCA</b> – 3 Bury Lane, Bratton, BA13 4RD – works to trees in a conservation area – schedule of works available on line – Leave to Tree Officer</p> <p>Members noted the decisions of the Local Planning Authority as listed:</p>																																												

	<p><b>18/02114/TCA</b> – 4 Southay, Bratton, BA13 4RT – works to trees in a conservation area – No objection</p> <p><b>18/02391/TCA</b> – 23 Lower Road, Bratton, BA13 4RG – work to trees in a conservation area – No objection</p> <p><b>18/02524/TPO</b> – Oxford House, 12 The Butts, Bratton, BA13 4SW – work to TPO trees – Approve with conditions</p> <p><b>17/07736/FUL</b> – Oxford House, 12 The Butts, Bratton, BA13 4SW – demolition of existing dwelling and erection of 3 new dwellings with associated works including creation of a new vehicular access and landscaping – Approve with conditions</p> <p><b>18/01867/FUL</b> – 15 Southay, Bratton, BA13 4RT – opening of the secondary garden entrance, erection of two sets of garden gates and associated posts and widening of the kerbs – Approve with conditions</p>												
2018/15	<p><b>Calendar of meetings</b> Members noted the Calendar of Meetings for the 2018/19 municipal year (previously agreed):</p> <table border="1" data-bbox="328 869 1362 1167"> <tr> <td data-bbox="328 869 847 943">12 June 2018</td> <td data-bbox="847 869 1362 943">Ordinary Meeting Year end accounts</td> </tr> <tr> <td data-bbox="328 943 847 981">10 July 2018</td> <td data-bbox="847 943 1362 981">Ordinary Meeting</td> </tr> <tr> <td data-bbox="328 981 847 1019">11 September 2018</td> <td data-bbox="847 981 1362 1019">Ordinary Meeting</td> </tr> <tr> <td data-bbox="328 1019 847 1057">13 November 2018</td> <td data-bbox="847 1019 1362 1057">Ordinary Meeting – Budget setting</td> </tr> <tr> <td data-bbox="328 1057 847 1131">9 January 2019</td> <td data-bbox="847 1057 1362 1131">Ordinary Meeting – setting of Parish Precept</td> </tr> <tr> <td data-bbox="328 1131 847 1167">3 March 2019</td> <td data-bbox="847 1131 1362 1167">Ordinary Meeting</td> </tr> </table>	12 June 2018	Ordinary Meeting Year end accounts	10 July 2018	Ordinary Meeting	11 September 2018	Ordinary Meeting	13 November 2018	Ordinary Meeting – Budget setting	9 January 2019	Ordinary Meeting – setting of Parish Precept	3 March 2019	Ordinary Meeting
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There being no further business the meeting was closed at 7.35 pm.