

**DRAFT Minutes of Grafton Parish Council Meeting held at the Coronation Hall**

**Monday 9 May 2016 at 2020 hours**

Item	Topic and Actions
1	<b>Attendees:</b> Mr Lemon (Chair), Ms Bullock, Mr Hosier, Mr Hyslop, Mr Morris , Mrs Parkin (Clerk) <b>Members of the Public:</b> Mr and Mrs Beale, Mr and Mrs Beazley, Mrs Brew, Mr Challen, Mrs Comyn, Mrs Walsh
2	<b>Apologies:</b> Mrs Dudney, Mrs Whitcher, Mr Herrod-Taylor
3	<b>Matters arising from Minutes of Annual Parish Meeting held on 18 May 2015</b> – No matters arising. Minutes proposed by Mr Hosier and seconded by Mr Hyslop, signed off by Mr Lemon. <b>Matters arising from Minutes of Parish Council Meeting held on 14 March 2016</b> – No matters arising. Minutes proposed by Mr Hyslop, seconded by Mr Hosier, signed off by Mr Lemon.
4	<b>Public Forum under adjournment</b> – Mr Beale questioned why the draft minutes of meetings were not available on the website, particularly as the glass in the noticeboard in East Grafton was dirty making it difficult to read. He also queried, with regard to the grant bid for the half-pipe, why the organisation noted as making the bid was the Coronation Hall (CH) and not the Parish Council (PC). Mrs Brew was able to explain that this was a common problem across parishes and other organisations, there being a problem with Wiltshire Council’s online application which meant any individual making grant applications for more than one cause was unable to change the name of the grant organisation. Mr Lemon advised that he would make Mrs Whitcher aware of this. Mr Beale enquired of the plan to follow up on the meeting held on 11 April regarding the playing fields project. Mr Lemon advised that the PC was very aware of the concerns of some residents and that the next phase following the outcome of the grant bid (which was confirmed as successful at the end of the meeting), would be to arrange a site visit for residents so that views could be discussed and a way forward agreed. A Code of Conduct was in draft and would be shared for input. Mr Lemon’s comments regarding consultation were positively received by attendees.  Mrs Walsh raised the issue of potholes in the road running up to the Church and Sunflowers. The topic of speeding was again discussed (following the Annual Parish Meeting) and various suggestions made. It was noted that potholes did at least encourage drivers to slow down. <b>Actions:</b> Mr Lemon to advise Mrs Whitcher of the organisation named on the grant bid. Mrs Parkin to provide Mr Lemon with email contacts for Mr Beale and Mrs Walsh in relation to consultation regarding the playing fields
5	<b>Annual Audit 2015/16 -</b> Approval of Governance Statement - Mrs Parkin advised that Mrs Comyn had undertaken an independent audit of the processes and finances of the parish council, as was required by the external auditor Grant Thornton. The Governance Statement had been previously circulated and was duly approved by the PC, proposed by Mr Hyslop, seconded by Mr Hosier, signed off by Mr Lemon ( <b>Minute reference 5.1 0016</b> ). Approval of Accounting Statements - The Accounting Statements had been previously circulated and were duly approved by the PC, proposed by Mr Hosier, seconded by Mr Hyslop, signed off by Mr Lemon ( <b>Minute reference 5.2 0016</b> ). Timetable to submission - Mrs Parkin advised that the deadline for submission to Grant Thornton was 30 June 2016. The exercise of public rights would commence on Friday 3 June through until Thursday 14 July (30 working days). Mrs Parkin advised that from 2016 the PC was required to publish various information on its website which it would be doing.

6	<p><b>Financial Review – Projects and Budgets –</b></p> <p>Playing Fields – It was agreed that this topic had been covered in the public forum under adjournment.</p> <p>Traffic calming measures – Mr Hyslop reported that the Community Area Transport Group (CATG) was reviewing its criteria for 30mph decisions following pressure from parish representatives. He continued to push for 40mph restriction in Marten as an alternative to the rejected 30mph request. Sharing a Speed Indicator Device (SID) with other parishes is still under discussion.</p> <p>Young People initiatives - Mrs Whitcher had circulated the latest newsletter and in her absence Mrs Parkin advised on upcoming activities – 31 May Extreme Trampoline Park in Swindon; 8 July Pizza Making and Clay Modelling at the Coronation Hall. In the summer holidays two activities were planned where Spice Time Credits could be used – Clay Shooting and Archery and a visit to Thorpe Park. Volunteering opportunities to earn Spice Time Credits were available for the parish Queen’s Birthday Celebrations on 12 June. More parents had joined the team to support the activities and trips, but more were needed.</p>
7	<p><b>Coronation Hall update</b> – Mrs Whitcher had circulated information prior to the meeting, but had proposed a separate meeting be arranged between the Hall Committee and the PC to ensure all representatives could attend. This was agreed.</p> <p><b>Action: Mrs Whitcher to arrange a meeting</b></p>
8	<p><b>Planning and Development Housing Needs survey update</b> – Mr Hosier advised that the questionnaire would be circulated to parish residents on 12 May. Posters were being put up around the parish and there would be an item in the upcoming Community News.</p>
9	<p><b>Speed Watch campaign update</b> – Ms Bullock enquired whether in addition to the three agreed sites (along the A338) a location on the Wilton Road in East Grafton opposite Lynden Close should be requested for consideration by the Wiltshire Police Speed Watch team. This was agreed and it was also requested that the Swan carpark in Wilton be similarly proposed. Mrs Brew advised that if the parish wanted more Police speed checks to be undertaken this could be put forward as a request to be considered and that she could advise further.</p> <p><b>Actions: Ms Bullock to liaise with Wiltshire Police Speed Watch team regarding the two additional sites</b>  <b>Mrs Parkin to liaise with Mrs Brew in the first instance</b></p>
10	<p><b>Request for donations</b> – Mrs Parkin advised that Victim Support Wiltshire and Swan Advocacy Wilshire dementia project had confirmed that they had not, as yet, supported any local resident. In line with the PC policy on donations Mrs Parkin had advised them that their request could not be supported on this occasion. It was agreed to support Bedwyns’ Link Scheme with a donation of £150.00 proposed by Mr Lemon, seconded by Mr Morris.</p> <p><b>Action: Mrs Parkin to organise payment to Bedwyns’ Link Scheme</b></p>
11	<p><b>Outstanding actions from prior meetings -</b></p> <p>18/1/16 – Playing Fields maintenance cost increase and competitive quotes – Mr Hosier advised that he had obtained a quote from another supplier which was 10% more expensive than the current supplier (G Smith). G Smith are holding 2016 costs at the same rate as for 2015. Mrs Parkin had provided Mr Hosier with an approach from another grounds maintenance organisation, which Mr Hosier would follow up.</p> <p><b>Action: Mr Hosier to organise a further comparative quote for the playing fields grounds maintenance</b></p>

Meeting closed at 2105 hours

Date of next meeting Monday 11 July 2016 at 1915 hours

Please visit [www.graftonparish.com](http://www.graftonparish.com) to view agendas, minutes, Community News and other information