

LUCKINGTON AND ALDERTON PARISH COUNCIL

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Minutes of the Meeting of Luckington and Alderton Parish Council Held on Wednesday 14th May 2025 at 7.30pm in Luckington Village Hall

Present:

Chair: John Buckley (JB)

Vice Chair: Sue Godwin (SG)

Councillors:

Nic Johnson-Greening (SJG)

Councillor Martin Smith (MS)

Jackie Muggleton (JM)

Roger Phillips (RP)

Parish Clerk: Carol Rogers (CR)

Members of the Public: 5

2302. Vote for new Vice Chair

This item was brought forward from Agenda item 2 on the Annual Meeting of the Parish Council held at 7pm on 14th May 2025. SG was willing to stand as Vice Chair for the year. JM proposed and JB seconded. This was voted for unanimously.

Rental of The Paddock (land next to Luckington Parish Cemetery)

Agenda item 12/2313 was brought forward. See below for details.

1/2303. Apologies for absence

None.

2/2304. Declaration of interests

There were none.

3/2305. Members of the public are invited to address the Council on agenda items

There was no discussion.

4/2306. Public Question Time

- a. A member of the public provided details of new subsidence on a footpath, which is getting worse and posing a H&S issue for local residents. Reporting has been carried out, including via the mywilts app, without any outcome to date. It was agreed that the following actions should be taken: members of the public should continue to raise the issue; details should be sent to the Clerk for LAPC to raise with Wiltshire Highways ; MS to escalate.
- b. MS has received a complaint regarding parking on Bell Field, causing visibility issues at the junction. This land is part private and part public. Action to include raising the issue at the next police community consultation event at the Old Ship pub on Tuesday 20th May and for the Council to put a communication out on their Facebook page.

5/2307. To confirm the Minutes of the meeting held on 9th April 2025

The Minutes were approved by all and signed by JB.

6/2308. Matters arising from the 9th April Minutes

There were none.

7/2309. To confirm the Minutes of the EPCM meeting held on 17th April 2025

The Minutes were approved by all and signed by JB.

8/2310. Matters arising from the 17th April Minutes

There were none.

9/2311. The following planning applications were considered:

There were no planning applications this month.

10/2312. Update on financial issues

- a. There was a discussion to agree payments as follows:
Ryan Russell (grass cutting March and April): £760
Alderton Village Hall hire: £80
Auditing Solutions Ltd: £312
Community First Insurance: £549.25

These were **approved** and signed off by JB and NJG. Cheques were prepared for issue.

- b. CR confirmed that the first instalment of £6307.50 for the 2024/25 **Precept** was received on 23rd April.
- c. **Internal Audit 2024/25.** The audit report had previously been circulated to Council members. The following recommendations were discussed:
R1. The Notice of Public Rights to examine the Council's financial records needs to refer to precisely 30 working days' notice (31 and 33 days' given in the previous 2 years). **Action:** Clerk
R2. The value of formal tender action should be amended and aligned in the Council's Financial Regulations and Standing Orders, potentially to a lower value of between £10,000 and £15,000 (currently £25,000). Council agreed lower value of £15,000. **Action:** Clerk to amend in Standing Orders and Financial Regulations.
R3. Allocation of sequential reference numbers to invoices/cashbook entries to enable effective cross-referencing. **Action:** Clerk
R4. The Council should review the level of its retained ringfenced reserves. Councillors discussed the reserves and no change is proposed at this time.
R5. The entries at Boxes 4 & 6, Section 2 of the year's AGAR should be amended, increasing Box 4 by £57 and reducing Box 6 by the same amount. Completed in the meeting by Chair and Clerk.
- d. Barclays update. Access and authorisation issues should now be resolved pending final actions by SG and NJG.

11/2313. Elections Update

Councillors (apart from JB) need to submit their completed Election Spending Return forms to the Clerk or Electoral Commission (these are due by 29th May).

Note: LAPC currently has vacancies for 2 councillors. Parish Councillors are vital to local democracy and without Parish Councils, many important local tasks would simply not be done. If any parish residents are interested in becoming a Parish Councillor, please contact the Parish Clerk on 01666 800850 or clerk@luckington.org.uk, and she will arrange for one of the current serving Councillors to discuss the role and provide more details.

12/2314. Rental of The Paddock (land next to Luckington Parish Cemetery)

The rental contract has been finalised as previously agreed by Council and this has now been signed by all parties. The contract will be published on the LAPC website.

13/2315. Telephone box maintenance

As noted at the April Council meeting, reports have been received from residents of both villages that the telephone boxes require maintenance to return them to serviceable condition.

- a. Luckington. The Council approved a cost of £100 for work to waterproof the phone box (2:1 in favour).
- b. Alderton. Various options have been considered and it was agreed by a majority that the Council is unable to fund this substantial work at present. It will however be re-visited in September, based on budget status at that time.

14/2316. Litter/poo bins

As discussed at the April Council meeting, littering has been posing a problem, and there is currently no budget for new bins. However, thanks to local efforts this has improved recently. No further action.

15/2317. Clerk vacancy

It was confirmed that the Clerk vacancy has now been advertised via the LAPC website and social media, public notice boards, WALC website, email distribution to Wiltshire Parish Clerks and Malmesbury Area Board. 4 enquiries have been received. Interviews will be held on Tuesday 10th June starting at 7pm.

16/2318. Lime Down update

The statutory consultation has now closed and responses are being considered. The next stage will be the submission to the Planning Inspectorate. In the meantime, Lime Down have offered to provide a briefing to LAPC – no information is yet available on this.

17/2319. Cemetery update

The interment of Mrs Gladys Southgate took place on Monday 12th May.

18/2320. Highways update

- The Wiltshire Council Land Drainage Team has identified that the discharge of water from the inspection chamber on the verge in Church Road has been caused by an outflow blockage on private land. LAPC has issued an explanatory letter to the landowner, following which the necessary action appears to have been completed. We are awaiting confirmation of status from the Wiltshire Drainage Team.
- Tree replacement in Hollis Gardens – to be taken up with Wiltshire Council, who own the land.
- Reporting on issues should continue to be made to Wiltshire Highways via www.wiltshire.gov.uk/mywilts-online-reporting.

19/2321. Report from Outside Meetings

There has been nothing to report.

20/2322. Items for next meeting Agenda and any other business, for information only

An email has been received regarding a missing stone slab on a bridge on a footpath between Luckington and Acton Turville. This was discussed by Council and will be further reviewed.

The meeting closed at 21.08pm.