

## LUCKINGTON & ALDERTON PARISH COUNCIL

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### Minutes of the Meeting of Luckington and Alderton Parish Council Held on Wednesday 10<sup>th</sup> May 2023 at 7.30pm in Alderton Village Hall

#### Present

#### Chair

Mr Richard McCraith (RMC)

#### Councillors

Mr John Buckley (JB)

Councillor Martin Smith (MS)

Ms Sue Godwin (SG)

Mr Nic Johnson-Greening (NJG)

**Parish Clerk:** Dr Sheona Beaumont (SB)

Members of the public: Victoria Lippiatt

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#### 1979. Apologies for Absence

Nigel Neale (NN).

#### 1980. Declaration of interests

There were none.

#### 1981. Members of the public are invited to address the Council on agenda items

There were no discussions.

#### 1982. Public Question Time

There were no questions.

#### 1983. To confirm the Minutes of the meeting held on 19<sup>th</sup> April 2023

The Minutes were approved by all and signed by RMC. SB confirmed cemetery fees have been updated on the website and that funeral directors/stonemasons will be advised as and when they contact her.

#### 1984. Matters arising from the Minutes

There were none.

#### 1985. Correspondence received

- a) Sophie Francis, Alderton (23/04/23), requesting information about and/or support to buy litter-picking equipment for Alderton. JB and SB confirmed advice given for central Wiltshire Council contact and recent IdVerde communication about available equipment.
- b) Letter from Chris Manuel, Community Resilience Officer, Wiltshire and Swindon Prepared (26/04/23), requesting details of 3 contacts from the community willing to be emergency contacts for Wiltshire Council's new Emergency Community Contact scheme. JB and SG willing to put their contact details forward, SB to respond.

#### 1986. Update on Financial Issues

- a) To agree payments as follows:
  - £730 (JB Decorating – phonebox)
  - £352 (JD Estate & Garden Management – April grass cutting)
  - £266.51 (WALC membership)

The payments were approved. RMC and JB to action.

b) Barclays update.

RMC reported that access to the Council's bank accounts online was restricted on 03/05/23 without reason. SB confirmed that the requested response to their Know Your Customer team was given by email on 17<sup>th</sup> April, and no further communication had been received. RMC reported email and phonecall exchanges with the team, and SB and NN have supplied updated details. SB to wait for further forms in order to be allowed online access.

c) Audit update.

Chris Hackett (Auditing Solutions) has raised the following questions following SB's submission of audit materials (29/04/23): 'Did the Council consider its risk assessment during 2022/23? And regarding the purchase of the laptop and hard drive, was this considered given to you or does it need to go on the fixed asset register?' SB confirmed that the Risk Assessment on the Council website was not formally considered last year, and that it has not changed since approval in May 2021. JB proposed the Risk Assessment be accepted, SG seconded, all approved. Council suggested that the laptop as a new item needs to be included in the existing 'Office contents', SB to update. JB suggested that the following agenda items should be fixed for April annually: the risk assessment, the asset register, and insurance. SB to implement.

**1987. Luckington phonebox**

RMC expressed thanks for the successful repainting of the phonebox. SB requested permission to look after the return of the books to the phonebox, and to manage the bookswap as an ongoing concern, the Council approved. NJG to reinstall bookshelf. At present the Council consider the Alderton phonebox and bookswap to be in good condition and under adequate local management.

**1988. Highways update**

JB reported that 15 potholes across the area are in the process of being attended to. Abandoned car near Sopworth has now been cleared. MyWilts app can be used to report both of these, using the MyWilts app: [www.wiltshire.gov.uk/mywilts-online-reporting](http://www.wiltshire.gov.uk/mywilts-online-reporting). Church Road drain on the list too. RMC signpost request still outstanding, MS to nudge Rebecca Chivers.

**1989. Report from Outside Meetings**

There were none.

**1990. Items for next meeting Agenda and any other business, for information only**

SB raised insurance renewal notification, which had come in 9<sup>th</sup> May. As the Council had previously approved the 3-year agreement (exp. 31/05/24), this was approved as a recurring payment.

The meeting closed at 7.45pm.