

DINTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held on Tuesday 28 June 2022 at 19.00
at the Village Hall, Dinton

Present: Parish Councillors: B Wayman, P Church, N Najjar.

Members of Public: 4

Minutes: Mrs Clare Cotterell (Locum Clerk/RFO)

Meeting started at 19.01

Item Minute

- 1. Chairman's Welcome and Public Participation** *(for a period of a maximum of 15 minutes at the discretion of the Chairman)*
The Chairman welcomed all to the meeting and advised that the meeting was being audio recorded for the purposes of the minutes.
A resident advised that a complaint had been made about overgrown hedges belonging to the National Trust. The Chairman agreed to write to the National Trust.
- 2. Apologies for Absence** – None.
- 3. Declarations of Interest**
To declare an interest in any items of business on this agenda – None.
- 4. To agree the accuracy of the Parish Council Minutes:**
a) 21st March 2022 – this item **deferred** and advice being sought from Democratic Services as to whether the minutes can be approved.
b) 31st May 2022 – Annual Council Meeting – **Resolved** – Proposed Cllr Church, seconded Cllr Najjar, all agreed.
- 5. Wiltshire County Councillor Report**
To receive County Cllr report –

 - Cllr Wayman attended meeting with Cranborne Chase AONB re light spill and international dark sky reserve status. Street lights now meet the dark sky reserve lighting requirements.
 - Celebrating 40th anniversary of AONB by introducing 40 walks.
 - WCC Energy rebates available for eligible households
 - Garden waste collection need to be renewed by 30th June
 - Financial rewards available for reporting fly tipping rewards
 - Waste collections may be delayed due to staff shortages
 - Free meals available for eligible families during summer holidays
- 6. Asset Register**
To review and approve any amendments required to the Asset Register and any subsequent amendment to the Insurance policy
The Asset Register was reviewed and approved with minor amendments. It was **resolved** to remove the laptop (as no longer working) the printer, mouse and keyboard (as no record of existence) and lawnmower (as confirmed not PC property) – Proposed Cllr Najjar, seconded Cllr Church, all agreed. It was agreed to send a copy of the updated Asset Register to the insurance company to ensure cover is adequate.
- 7. Risk Assessments**
To review and adopt Risk Assessments
Cllrs **resolved** to adopt a Financial Risk Assessment with minor amendments and a Risk Assessment for Council Assets with minor amendments including the addition of the salt spreader operation – Proposed Cllr Church, seconded Cllr Najjar, all agreed.

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8. Annual Governance and Accountability Return (AGAR)

- a) To approve the Annual Governance Statement for 2021/22 – Cllrs **resolved** to approve responses to statements 1 – 7 of the Annual Governance Statement for 2021/22. Statement 8 response to be resolved under Item 12 of the agenda – Proposed Cllr Church, seconded Cllr Wayman, all agreed.
- b) To approve any explanations and actions required for the Annual Governance Statement 2021/22. – Cllrs **resolved** the explanations and action plan for “No” responses to statements 1-7 – Proposed Cllr Church, seconded Cllr Wayman, all agreed. (Document published on DPC website with the unaudited Annual Governance and Accountability Return).
- c) To approve the Accounting Statements for 2021/22 – Cllrs **resolved** to approve the Accounting Statements for 2021/22 – Proposed Cllr Church, seconded Cllr Najjar, all agreed.
- d) To agree the dates for the period for the exercise of public rights. Cllrs agreed the dates as 1st July to 11th August 2022 – Proposed Cllr Wayman, seconded Cllr Najjar, all agreed.

9. Finance

- a) To propose acceptance of the financial statement for the period 1st to 31st May 2022 – **Resolved** - Proposed Cllr Church, seconded Cllr Najjar, all agreed.
- b) To approve the following Schedule of Payments – **Resolved** – Proposed Cllr Church, seconded Cllr Najjar, all agreed.

<u>Payee</u>	<u>Amount</u>	<u>Cheque No</u>
SLCC Enterprises (Locum Services)	£1170.00	1302
Vision ICT (email hosting)	£86.40	1301

Bank Closing Balance at 31st May 2022 - £33,823.18

10. CIL Monies

To receive a report on CIL monies received – The report of CIL monies received during 2021/22 was noted and confirmed that it needed to be submitted to WCC.

11. Parish Councillor Vacancies/Co-options

Two applications were received for co-option.

Cllrs **resolved** to co-opt Mr Michael Glover – Proposed Cllr Wayman, seconded Cllr Najjar, all agreed. Mr Glover signed the Declaration of Acceptance of Office.

Cllrs **resolved** to co-opt Mr Stuart Telling - Proposed Cllr Wayman, seconded Cllr Church, all agreed. As Mr Telling was not present arrangement would be made for him to sign the Declaration of Acceptance of Office.

12. To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion relating to employment matters. – Proposed Cllr Wayman, seconded Cllr Church.

Item 8a – Cllrs **resolved** a “Yes” to Statement 8 of the Annual Governance Statement for 2021/22 – Proposed Cllr Wayman, seconded Cllr Najjar, all agreed.

Cllrs discussed the breach of contract claim and agreed the Chairman to write to the claimant to advise there is no evidence to substantiate an offer of employment with DPC – Action: Chairman.

13. Next Meeting

Full Council Meeting – Tuesday 19th July 2022 at 19.00 at the Village Hall, Dinton.

Meeting closed at 20.40

These minutes were approved and signed at the meeting held on 19th July 2022