

**Minutes of the Annual General Meeting of Priston Parish Council  
held on Monday 15<sup>th</sup> May 2017 in the Village Hall, Priston**

1. **Present:** Cllrs Doug Pattison (Chair), Peter Hopwood, Claire Lawton, John Lippiatt, Fiona Hassard, Robert Davies, John Whybrow, Louise Callan (Clerk).
2. **Apologies:** None
3. **Minutes of the 2016 Annual General Meeting:** Approved and signed. There were no matters arising.
4. **Chairman's Report for the year ending 31<sup>st</sup> March 2017**

**Parish Council** - The Council has remained the same as last year, but at our AGM last year in May, Christine Hunt, after a long and most valuable time as our Clerk, was replaced by Louise Callan.

**Village Design Statement** - BANES has stated that our VDS now has the status of a 'material consideration' in planning matters.

**Finance** - There has been a slight increase in the precept this year to allow for inflation.

**Planning** - This has again been a quiet year with the following noted:

Responses have been sent in support of the following applications:

- The Milking Parlour, Church Farm Lane, Priston.
- Trout Cottage, 9 High Street, Priston.
- A request for prior approval for a change of use agricultural building to a dwelling house at Village Farm

The steel shed high on the ridge at Parcel 5856, High Street, appears to have been installed without permission, and BANES have been informed accordingly.

Our proposal to change the Housing Development Boundary to exclude the garden between the apple store at Church Farm and the Village Hall has been included in BANES' draft Placemaking Plan.

**Highways and footpaths** - BANES has carried out drainage work by the dairy on Farmborough Lane, and have contributed, with the Parish Council, and our District Councillor David Veale, to the purchase of larger pipes to lead flood water away across the fields. It is now planned to install the pipe when the crops have been harvested in late summer.

**Defibrillator** - Thanks to John Wilkinson for his continuing support to this project.

**Priston Website** - A change in the law affecting the transparency of Parish Council business has meant that the ownership of the Priston website has been transferred to the Council. Once again thanks to Richard Bottle for his sterling efforts on our behalf.

**Broadband** - Truespeed's superfast broadband is now in use in the village.

**Thanks** - Finally thank you to our Parish Clerks, Christine Hunt and Louise Callan, and all of our Councillors for their good work and support over the past year.

5. **Financial Report for the year ending 31<sup>st</sup> March 2017**

The Parish Council's financial year runs from April 1st – March 31st. We started the year with £5,742 and this amount was topped up with a precept of £6,000, a VAT refund of £523.71 and

council tax support grant of £30. The precept will rise to £6,120 for the coming year. The year ended with a balance of £5,838.33 in the bank.

The council spends money on maintaining the village green, providing a water supply to the trough and fountain and the defibrillators. We also fund grit bins, although those haven't been needed over this winter. We support costs for the website, The Christmas Procession, the Dial-a-Ride service, Cam Valley Wildlife and The Link.

During this financial year, a £600 contribution was made towards the purchase of the pipes to prevent the Farmborough Road flooding and we have spent some of our income on producing the Village Design Statement. The remainder of the precept is spent on administration. As a small parish, we rely on BANES to provide most of the services we require. A financial report is published on the website prior to each Parish Council Meeting and the full accounts are audited and reported in an Annual Return once a year in June. All this information is publicly available on the website or via the clerk in paper format.

6. **Election of Chairman** – Cllr Pattison vacated the position of Chair which was taken by Cllr Hopwood. Cllr Pattison was the only nomination for the role. Cllr Pattison was formally proposed by Cllr Hassard and seconded Cllr Lawton. Cllr Pattison was elected unanimously to the position.
7. **Declaration of Acceptance of Office – Chairman** – Cllr Pattison verbally accepted the position and it was agreed that the Acceptance of Office would be signed after the meeting and witnessed by the Clerk.
8. **Election of Vice Chairman** – Councillor Hopwood was formally proposed by Cllr Lippiatt, seconded by Cllr Pattison and agreed unanimously.
9. **Election of Internal Auditor** – Cllr Pattison proposed and Cllr Hopwood seconded the nomination of Robin Anderson as internal auditor. Agreed unanimously.
10. **Appointment of Footpath Representative** – Councillor Whybrow agreed to continue in this capacity. His nomination was proposed by Cllr Hopwood, seconded by Cllr Lawton and agreed unanimously.
11. **Appointment of Village Hall Representative** – Councillor Hassard was proposed for this role by Cllr Hopwood, seconded Councillor Pattison and agreed unanimously.
12. **Appointment of Roads and Highways Representative** – Councillor Lippiatt was formally proposed by Cllr Lawton, seconded Cllr Pattison and agreed.
13. **Appointment of Representative for Management of the Defibrillators** – Proposed by Councillor Pattison, seconded Councillor Hopwood and agreed that John Wilkinson would act in this capacity.

Signed .....

Position.....

Date .....