

An ordinary meeting of Priston Parish Council was held on Monday 22 July 2002 in the Village Hall, Priston.

Mr Hughes presided, Mrs Bowyer, Mr Hopwood, Mr Jones, Miss Nokes, Mr Perriton, Councillor Mrs Todd and Parish Clerk were present. The Chairman welcomed Mr Hopwood to the meeting after recent major surgery and also Mr and Mrs Broomfield.

1. **Apologies** received from Ms Seymour.
2. **Minutes** The minutes of the previous meeting were read, confirmed and signed.
3. **Matters Arising:**
 - (a) **Audit** - The Clerk to write to Mr A Harris to formally appoint him as Internal Auditor.
 - (b) **Water Trough** - Repairs have been carried out.
 - (c) Mr Perriton was thanked for repainting "Summerlea" signs.
 - (d) In reply to a comment from Mr Jones regarding skateboard ramps in the region of the village green, Mr Hughes advised that he had recently removed two pieces of iron from the green. Also noted that stones are being put into the drinking fountain causing it to overflow.
4. **Correspondence** - Noted (I) the renewal of Public Entertainment Licence for the Village Hall. No objections raised. (ii) Booklet regarding Waste Services in B&NES. The Clerk to request 100 copies for distribution in the Parish. (iii) Meeting of Community Health Council on 31 July 2.00pm in Trowbridge; and (iv) request for a grant from Victim Support. The Clerk to reply with regret.
5. **Financial Report** - The Clerk reported a balance at the bank of £741.67 and a petty cash balance of £3.64p. The Village Hall and Link committees had gratefully acknowledged the donations from the Parish Council. Mrs Hunt expressed concern that the precept, which had been calculated in February, may not be sufficient to complete the year's finances due to the change from triennial auditing. A budget of £125 had been estimated to cover three year's audit expenditure. The Clerk reminded the meeting that, prior to the setting of the precept, she had tried - without success - to ascertain the changes to the auditing system. She drew attention to the fact that two years accounts (1999/2000 and 2000/2001) had been audited by District Audit for which charges would be made. The year ending 31 March 2002 would be audited by Mazar, Neville, Russell of Southampton. The Parish Council had been advised that this audit, and subsequent years, would cost £50. The Internal Auditor had also advised that he would be making an annual charge of £50.
6. **District Audit** -
Noted the formal Closure of Audit for the two years ending 31 March 2000 and 2001. Mrs Hunt brought some items of Matters Arising from the Audit to the attention of the meeting as required by the Auditor and, after consideration and confirmation, the relevant documentation was signed by the Chairman prior to return to District Audit. Copies kept on file for future reference.

- 7. Annual Return for the year ending 31 March 2002 -**
The new Annual Return was presented and read to the meeting prior to signing by the Chairman and Clerk. The Internal Auditor would subsequently complete and sign his report as required. Included in the Return was a list of the Parish Council's Assets, ie Village Green, Trough, Drinking Fountain and Well, Copyright to Millennium Book and Priston Website.
Electors' rights were recognised and a notice prepared to advise electors that the accounts would be available for inspection for a period of 14 days, 3 to 16 August 2002.
As part of his Internal Audit, Mr Harris prepared a Risk Assessment, copies of which were distributed to all present.
- 8. Appointment of Internal Auditor -**
The Clerk was authorised to write to Mr A Harris to formally confirm his appointment as Internal Auditor to the Parish Council.
- 9. Code of Conduct -**
The Clerk advised that the originals of the Register of Members' Interests had been forwarded to the Monitoring Officer for B&NES at his instruction. Photocopies retained for local records.
- 10. Priston Website -** No further information available.
- 11. Planning Application: Land Adjacent to Hill Farm House -**
Noted that a meeting had been held in the village on Sunday 21 July at which interested neighbours were able to pass on to the District Councillor information and concerns regarding drainage and access to the site and changes which had been made to the Village Boundary. A site meeting had also been held attended by the Case Officer. Mrs Todd advised that the Case Officer found the documentation relating to the Local Plan and change to the Village Boundary to be confusing and contradictory to the extent that he might have to seek legal advice. Mrs Todd thanked residents who had attended the meeting for the facts which they had been able to provide.
Mr Hughes thanked Councillor Todd for her work on this matter on behalf of the Parish Council.
- 12. Any other business -**
- (I) **Priston Colliery -** The Chairman reminded the meeting of previous discussions regarding the possibility of the site at Tunley, known as "The Batch" being designated as a protected area. Mr Hughes had spoken to Mr Scurlock regarding disposal of tyres and also to Mr John Arnold who had prepared a list of flora and fauna to be found in the area. Mr Hughes undertook to contact the Lord of the Manor, Mr Richard Lovegrove, and also Mr Andrew Scarland the Landscape Architect at B&NES.
- (ii) **Apple Store, Priston -** Concern was expressed at the condition of the Apple Store which is a listed building. The Clerk was authorised to write to both Stephen and Howard Jones pointing out that repairs need to be carried out to the Apple Store to preserve it for future generations. Also noted that the tree at Church Farm, which obscures the Church Clock from view, again needed to be trimmed. Messrs Jones to be reminded that the clock is classified as a public clock and a such should be visible at all times.
- 13. Date of next meeting** Agreed the next meeting be held on Monday 16 September 2002 commencing 7.00pm. Meeting closed at 8.15 pm.