

**COLLINGBOURNE DUCIS PARISH COUNCIL**

**MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL  
HELD AT COLLINGBOURNE DUCIS VILLAGE HALL  
ON THURSDAY 4 MAY 2006**

**Present:** Cllr P Shields (Chairman)

Cllrs Carter, Chandler, Cogdell, Cox, Price, Robinson, Still, Stone and Whinton

1. **Apologies:** Cllr Bale
2. **25.06 Election of the Chairman of the Parish Council:** Cllr Shields confirmed his intention to resign the Chair and said that the Vice Chairman had indicated his willingness to take over this position. Cllr Mike Cox was duly elected.  
Proposed by Cllr Shields seconded by Cllr Robinson. Vote 9 for 1 abstention. Carried.  
Cllr Cox accepted the office and signed the formal Declaration of Acceptance at the end of the meeting.
3. **26.06 Election of the Vice Chairman:** Cllr James Robinson  
Proposed by Cllr Cogdell seconded by Cllr Shields. Vote 8 for 2 abstentions. Carried.
4. **Minutes of last meeting** held on 6 April 2006.  
The minutes were agreed as a true record.  
Proposed by Cllr Price seconded by Cllr Cogdell. Agreed nem con.  
**27.06 Matters arising:** Cllr Shields updated the meeting on the lack of communication from Wiltshire County Council regarding traffic calming.
5. **28.06 Appointment of Committee Members:**  
Chairman and Vice Chairman are on all committees.  
**Finance:** Cllrs Carter, Price and Stone.  
**Planning:** Cllrs Bale, Carter, Chandler, Cogdell, Still, Price and Whinton.  
**Property:** Cllrs Bale, Chandler, Cogdell, Still, Stone and Whinton.  
Proposed by Cllr Stone seconded by Cllr Price. Agreed nem con.
6. **29.06 Election of Committee Chairmen:**  
**Finance:** Cllr Robinson  
**Planning:** Cllr Price  
Both proposed by Cllr Carter seconded by Cllr Cogdell. Agreed nem con.  
**Property:** Cllr Bale.  
Proposed by Cllr Stone seconded by Cllr Chandler. Vote 7 for 3 abstentions. Carried.
7. **30.06 Appointment of Representatives:**  
Member for Village Hall Management Committee: Cllr Robinson.  
Proposed by Cllr Carter seconded by Cllr Price. Agreed nem con.  
Member for Paths and Rights of Way: Cllr Whinton.  
Proposed by Cllr Cox seconded by Cllr Robinson. Agreed nem con.  
Police Liaison representative: Cllr Cogdell  
Proposed by Cllr Stone seconded by Cllr Price. Agreed nem con.  
Transport representative: Dist Cllr Still  
Proposed by Cllr Carter seconded by Cllr Robinson. Agreed nem con.  
S E Kennet Area Councillors' Forum representative: Cllr Cox  
Proposed by Cllr Shields seconded by Cllr Carter. Agreed nem con.  
Community Emergency Committee representative: Cllr Stone  
Proposed by Cllr Cogdell seconded by Cllr Price. Agreed nem con.  
No representative was appointed to the Bypass Action Group which has ceased.
8. **Disclosure(s) of Interest:**  
None.

9. **Adjournment for public comments/questions – 8.44 pm.**

The meeting reconvened at 8.45 pm.

10. **Committee Reports:**

**31.06 Finance Committee Report:**

**Letters of thanks:** Letters have been received from Collingbourne Ducis & Everleigh PCC and Wiltshire Air Ambulance thanking the Parish Council for its donations.

**Request for donation:** Cllr Shields reported on his discussion with Mr David Paterson, Chairman of Collingbourne Cricket Club. After Cllr Robinson reread the Club's original letter requesting a grant it was agreed that a one-off donation of £50 be made to Collingbourne Cricket Club towards the unexpected expense it has incurred for the new posts and ropes around the square.

Proposed by Cllr Cogdell seconded by Cllr Robinson. Vote 9 for 1 abstention. Carried.

**Appointment of Internal Auditor:** It was agreed that Mr Basil Frost be appointed Internal Auditor for the Parish Council to replace Mrs Margaret Harrison who has left the village. He has indicated his willingness to accept the position.

Proposed by Cllr Robinson seconded by Cllr Shields. Agreed nem con.

**Litter Patrol:** Cllr Cox reported on his on-site meeting earlier in the day with representatives of Tidworth Trust and indicated that it was the recommendation of the Property Committee following its meeting on 27 April that the litter patrol continue on a more permanent basis. It was agreed that the Parish Council goes ahead with an annual contract based on the operative working 4 hours per week at a rate of £34 per week. Based on a 49 week year this will work out at £1,666 pa. Cllr Cox to arrange the contract with Tidworth Trust.

Proposed by Cllr Robinson seconded by Cllr Price. Agreed nem con.

**Review of Clerk's salary and conditions of service:** Cllr Shields said that the Clerk had not had time to review the proposed new Contract since her recent return from Australia. It was agreed that this matter be deferred until the next meeting.

Proposed by Cllr Robinson seconded by Cllr Shields. Agreed nem con.

**The following cheques were authorised:**

Wiltshire Assoc of Local Councils £233.87 (annual subscription).

Wiltshire Assoc of Local Councils £29.38

Proposed by Cllr J W Robinson seconded by Cllr Still. Agreed nem con.

**32.06 Planning Committee Report:**

Cllr Price submitted the report for April – attached. (Also to be displayed upon the notice board).

**33.06 Property Committee Report:**

Cllr Cox submitted the report for April and reported on the committee meeting which took place on 27 April.

**Burial Ground:** Of the three quotes received that of Fence Care (Mr Gary Lister) for £142.44 had been accepted and the repairs to the fencing will take place shortly. Quotes are also being obtained for spraying the weeds on the new grassed area if it proves necessary (subject to approval of the council which was given).

**Village Benches:** Cllr Cox will obtain quotes for repairing or replacing the two vandalised benches. If the damage is irreparable he is considering replacing them with recycled plastic ones.

**Recreation Ground:**

**Pitch repairs and readying for summer:** Quotes are to be obtained for repairs to the playing surface of the football pitch and the old long jump pit.

**Health and Safety:** The joint health and safety walk round the recreation ground is still to be arranged.

**Bus shelters:** Cllr Cox reported that the Property Committee is considering replacement of the bus shelters which are in need of repairs such as re-roofing.

**Teenage Provision Working Group:** Cllr Cox said it was his intention to call a meeting of this group. The bus service to Bluez 'n Zoos monthly disco in TLC is now running and another disco is planned for Collingbourne Ducis (the last one was successful). Tidworth Trust is making sure Ducis is a venue for its hiring plans for a skateboard park though this will need an area of hardstanding.

11. 34.06 **Highway matters:**  
**Annual Highways Meeting:** Cllr Bale will attend Wiltshire County Highways Partnership Annual Highways meeting for Kennet Parishes which will be held on Tuesday May 9 at the Bouverie Hall, Pewsey at 2.00 pm.  
**Responsibility for Highway matters:** Cllr Shields said that Cllr Bale has offered to take over Highway matters from him and to report at Council meetings. He will try to resolve the traffic calming situation in the next few weeks and will report back at the June Council meeting.  
  
**Proposed closure of Chicks Lane:** Cllr Shields said he had received three representations including ones from Everleigh and Collingbourne Kingston PCs all of which were strongly against WCC's proposal. No-one has indicated they are in favour.
12. **Date of next meeting:** 1 June 2006 at 7.30 pm.

The meeting closed at 9.20 pm.