

EASTON ROYAL PARISH COUNCIL
ANNUAL MEETING OF EASTON ROYAL PARISH COUNCIL

Held in the Village Hall on
Monday 19th May 2025
At 19:00

MINUTES

Present: Ben COOPER, Rachel EDWARDS, Barbara FRODSHAM, Anna PATTERSON, Beverley TURTON, Peta PUYO (Clerk), Jerry KUNKLER (WCC)

The Clerk opened and chaired the meeting pending items 2 and 3

1. Apologies for absence: **NONE**
2. Election of Chair: Anna Patterson proposed by BT, seconded by all **AGREED**
3. Election of Vice Chair: Beverley Turton proposed by BC, seconded by all **AGREED**
4. Sign Declaration of Acceptance of Office Chair/Vice Chair
Signed Declaration of Office by Chair and Vice Chair
5. Declaration of Interests **NONE**
6. Approval of the Minutes of the PC meeting Tuesday 4th February 2025. **APPROVED**
7. Report from Jerry Kunkler (Wiltshire Council)

JK reported that, following the local elections, there was no majority party. The new council leader would be elected on 20th as well as the chairs of Area Board and other groups.

JK informed us that works were scheduled for the upcoming week on the Burbage Road. The PC reiterated concerns and complaints about the lack of work carried out by our Parish Steward. JK suggested we write a complaint to Sam Howell (Highways) and also contact Andy Cadwaller asking to arrange a visit to the village with a councillor to assess required remedial work and solutions. JK asked to be told when Steward next due.

Next Area Board meeting is on 9th June. The PC enquired as to whether we could put an application in to cover the cost of replacement defibrillator batteries due to their high cost. He suggested that this was acceptable. Too late for next meeting, but should be done following meeting. **ACTION PP.**

With regards to the area in front of the church, JK suggests that we contact LHFIG to discuss.

The PC complained that the street cleaner had not been to the village for a long time. JK said to contact Dave Thomas at Highways directly by email.

8. Allocation of roles to councillors and reminder of obligations
The Parish Council has two seats available to be filled. It was agreed that another email be sent out to remind the villagers of these vacant positions. The council is aware that there is an urgent need for volunteers for the Village Hall committee so potential candidates should be aware of all these positions and the need for people to step forward.
The new councillors were welcomed to the PC. All members have been given an email address to be used specifically for PC work. Those of previous councillors, no longer on the PC, have been inactivated. RE, BF and BT are hoping to attend a New Councillor training provided by WALC. The following leads were discussed. The councillors were reminded that all matters are to be shared and discussed with the whole council and no decisions can be made unilaterally:
AP (Chair) - Employees, Area Board
BT (Vice Chair) - Employees, PCAP, Parish Steward

EASTON ROYAL PARISH COUNCIL
ANNUAL MEETING OF EASTON ROYAL PARISH COUNCIL

BC - Highways, Open Spaces, Playground

RE - ROW, Adopt a Footpath

BF - Area Board, Defibrillators,

Clerk - Defibrillators, Highways, LHFIG

9. Additional signatory for Lloyds account – BT will be added as a signatory to the Lloyds account. This will be in addition to AP and BC. **ACTION PP**
10. Matters arising from previous meeting
Preparation of area for shed – this will be carried out shortly **ACTION BC**
11. Clerks report
PP reminded everyone that all business should be shared with the clerk. Prompt responses to emails from the clerk to councillors is much appreciated.
The purchase of a new Mud Kitchen for the playground was approved with funds being used from the original playground fundraising.
The renewal details of the PC Community First insurance have been viewed and **APPROVED** by all councillors. This is year 2 of a 3 year contract.
Thanks were expressed to Phil Bates who has acted as the PC Internal Auditor for this past year.
12. Adoption of Policies **APPROVED**
13. Approval of Assets Register **APPROVED**
The brushcutters are now located at BC's property. The Register is to be amended to show this.
ACTION PP
14. Annual Governance and Accountability Return (AGAR 2024/25) – Clerk
 - a. Certificate of Exemption
Signed and Approved
 - b. Internal Audit Report
Reported to Councillors. No comments or issues
 - c. Section 1 Approval of the Annual Governance Statement 2024/25
Signed and Approved
 - d. Section 2 Approval of the Accounting Statements 2024/25
Signed and Approved
15. Notice of public rights and publication of Annual Governance and Accountability Return from 3rd June to 14th July
APPROVED date of announcement 26th May 2025
16. Items from the general public – repair requested to Coronation bench by the post box.
The village group of volunteers will be contacted to see if it possible to repair both this and the fence at the front of the village hall. **ACTION PP**
17. Planning- see overleaf
18. Finance – Approval of payments – see overleaf
19. Dates of next meetings:
PC Meeting - Tuesday 2nd September 2025, 7pm
PC Meeting - Thursday 27th November 2025, 7pm

The meeting ended at 9.10pm

**EASTON ROYAL PARISH COUNCIL
ANNUAL MEETING OF EASTON ROYAL PARISH COUNCIL**

PLANNING:

New Applications since last meeting:

NONE

FINANCE:

Payments made:

14.04.25	HUGO FOX (MONTHLY SUBSCRIPTION)	11.99
16.04.25	WALC ANNUAL SUBSCRIPTION	39.17
22.04.25	LLOYDS SERVICE CHARGES	4.25
27.04.25	R&M PALLET ART (50% MUD KITCHEN)	65.00
27.04.25	CLERK SALARY (APRIL 2025)	292.75

Payments to approve:

NONE	
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Payments received:

16.04.25	WAYLEAVE - SSE NETWORKS (SUBSTATION REC)	123.40
23.04.25	WILTSHIRE COUNTY COUNCIL 50% PRECEPT	5675.00