

## HAM PARISH COUNCIL

### MINUTES OF ANNUAL PARISH MEETING

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The Annual Meeting of the Parish of Ham took place on Wednesday 11<sup>th</sup> May 2022 in Ham Village Hall at 7pm.

**Present:** Mr. C Dean (Chairman), Lady Walker (Vice-chairman), and Mr. A Taylor, and 9 members of public.

**1. Apologies:** Mr. J Marriage, Mr. M Humphreys.

#### **2. Election of a Chairman and Vice-Chairman**

Mr. Charles Dean was proposed as Chairman by Lady Walker and seconded by Mr. Taylor. Lady Walker was proposed as Vice-Chairman by Mr. Dean and seconded by Mr. Taylor.

#### **3. To confirm the minutes of the Quarterly Meeting held on 2<sup>nd</sup> March 2022**

The Minutes of the quarterly meeting held on 2<sup>nd</sup> March 2022 were confirmed, and signed by the Chairman.

#### **4. Matters Arising**

None.

#### **5. Finances**

##### **5a. To confirm the Annual Governance Statement.**

The annual governance statement was approved by the council.

##### **5b. To approve the Parish Council accounts for the year ended 31 March 2022.**

Mr Buchanan-Dunlop presented the Financial Statement and reported that the parish council accounts were in good shape. Only two exceptional items of expenditure, a new flag and new Christmas lights. At the end of the last financial year the accounts had a balance of £6,847. This year we have a precept of £1,500, and to date have spent £362, which was for the council's share of the new gates at the Old Rectory. Resulting in a balance of just under £8000. Mr. Buchanan Dunlop confirmed that Mr. Hawley had signed off on the accounts and asked the council to do the same.

The council extended their thanks for Mr. Hawley's continued help and approved the accounts for the year ended 31 March 2022.

#### **5c. To approve the submission of a Certificate of Exemption for external audit.**

As our turnover is below the £25k limit Mr. Buchanan Dunlop explained that we can apply for an exemption from external audit. The council approved this, and Mr. Buchanan Dunlop agreed to send on the required forms.

#### **5d. To approve a change in the system of payment mandate with Barclays Bank.**

Mr. Buchanan Dunlop explained that it was possible for us to shift to an online banking system which the council unanimously agreed was an excellent idea. Currently two signatures are required for every cheque. The council agreed to shift to a single signatory with the rule that email, or verbal authorisation was required by two council members for any transaction below £750, and if above, a full Parish Council meeting was required.

#### **5e. To confirm appointment of Responsible Financial Officer.**

The council unanimously agreed to renew Mr Buchanan-Dunlop's role as Responsible Finance Officer and offered their continued thanks for his assistance in managing the financial affairs of the council.

The Chairman raised one additional item under finance, to ask permission to shift the email system "HAMnet" to a Microsoft solution at a cost of £54 net per year, which the council agreed to.

### **6. Roads, Signs and Speed Limits**

The Chairman reported on a conversation with Mark Stansby, a senior traffic engineer with Wiltshire council which as he explained was extremely helpful. The first suggestion was to look at existing signage, improve and supplement where sensible. On the subject of chicanes, definitely possible but expensive and some safety issues. Speed bumps were now frowned on and in most circumstances requires street lighting. Speed indicators were not funded by the council but were effective, although some mixed feelings due to the numbers now in use. Changes from 30 to 20mph were definitely possible, with a total budget of £5-£7k and a time scale of around 18 months. Extensions of 30mph were also possible although it was important to consider the percentage of frontage that was made up of buildings. Applications can be made to the Local Transport Group which can cover up to 70% of the costs of any remedial works, except speed indicators.

There followed a long conversation covering the main topics of 20 mph limits, extending 30mph up Cutting Hill, speed indicators and signage.

**During this conversation various key points were noted:**

- The success of the individual approach to companies with vehicles that sped through the village.
- There had been two head on collisions on the bend just south of the Village Hall within the proceeding week.
- Mr. Taylor reported on discussions with a company that makes speed indicator signs, that could be monitored via the mobile network and recorded speeds in both directions, albeit with anonymised data. At a cost to the village of £2,700 net plus installation.

**The following decisions were made:**

- To tidy up the existing signage and investigate adding additional and more prominent warning signs in particular locations, notably the bends just south of the Village Hall and the north entrance to the village just south of the turning to Shalbourne.
- Mr. Taylor agreed to go back to the company that manufactured speed indicator signs for information on their effectiveness.
- It was felt that changing from 30mph to 20mph in the village was not worth considering at this stage.
- To look into extending the northern 30mph limit up Cutting Hill to the Prosperous crossroads.

Finally The Chairman raised the issue of the yellow bin at the top of Cutting Hill which has been extensively damaged. Mr. Taylor explained that they were a legal obligation and would raise with Wiltshire.

## **7. Flooding**

The Chairman explained on behalf of Mr. Humphries that no issues had been reported.

## **8. Bridleways and Footpaths**

The Chairman reported on behalf of Mr. Marriage the excellent news that the work on Field Lane would take place on Saturday 28<sup>th</sup> May. Mr. Bird has kindly agreed to lend some earth moving equipment to help move the 100 tonnes of scalpings. The council extended their huge thanks to Mr. Bird and all involved in getting to this stage.

## **9. Platinum Jubilee Village Party**

The Chairman reported that he had purchased significant quantities of decorations. It was agreed to ask for people to RSVP to help with numbers.

## **10. Correspondence**

The Chairman explained that he had received a letter from the Shalbourne Cricket Club and asked Mr. Daking if he would like to speak. Mr. Daking explained that due to recent equipment maintenance and upgrade costs the Shalbourne Cricket Club was asking for a donation from Ham Parish Council to help cover some of the costs. He explained that the Shalbourne PC had themselves pledged £500. The Council agreed unanimously to donate £500, and the Chairman asked Mr. Buchanan Dunlop to prepare a cheque.

## **11. Any Other Business**

The Chairman thanked all those involved in the delivery of the Parish Magazine, both old and new for their efforts in distributing the magazine throughout Ham.

## **12. Date of Next Meeting**

The Chairman agreed to circulate potential dates via email.

The meeting closed at 8pm