

HAM PARISH COUNCIL

MINUTES OF ANNUAL PARISH MEETING

The Annual Meeting of the Parish of Ham took place on Wednesday 17th May 2023 in Ham Village Hall at 7pm.

Present: Mr. C Dean (Chairman), Lady Walker (Vice-chairman), Mr. J Marriage, Mr. M Humphreys and Mr. A Taylor, and 12 members of public.

1. Apologies:

Councillor Stuart Wheeler

2. Election of a Chairman and Vice-Chairman

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

3. To confirm the minutes of the Quarterly Meeting held on 27th February 2023

The Minutes of the Quarterly meeting held on 27th February 2023 and the minutes from the Annual Parish Meeting on the 11th May 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 2023.

The Chairman reported on the accounts kindly provided by Mr. Buchanan-Dunlop which show that the parish council accounts were in good shape, with funds totalling £4,521 as at 31 March 2023.

One item of exceptional expenditure was the Jubilee lunch at £1,980.

The council approved the accounts for the year ended 31 March 2023.

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

The submission of a Certificate of Exemption for external audit was approved by the council.

5d. 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 reported that Mr Buchanan Dunlop had agreed to do one further year but wished the council to know that at this point he would like to step down. The Chairman explained that the Parish Council required an RFO and that the role could not be filled by a councillor.

The council extended their huge thanks for Mr. Hawley's continued help as external auditor.

The Chairman discussed the position of the accounts going forward and explained that taking into account the 2023/24 precept of £1,500, expected expenditure of £1,554, and the new notice board at £1,723, the forecast reserve for the year ending March 2024 was £2,744.86.

The Chairman noted that this was just under the usual target for reserves of £3,000.

It was noted that the CIL grant of £2,027 in April 2020 covered the cost of the new noticeboard at £1,723 and footpath gate at the Old Rectory, of £362. The council agreed this was an appropriate use of the grant.

The Chairman asked the council to approve £71 subscription fee for WALC, £64.80 for HAMnet covering the period 1st June 2022 to 31st May 2023, £15.49 for balloons for the coronation lunch, and £2,067.52 for the new notice board. The council agreed to all items of expenditure.

Lady Walker explained that there was a profit of £122.50 from the Platinum Jubilee mugs.

6. Roads, Signs and Speed Limits

Mr. Taylor reported that nothing has changed and there was nothing new to report. Some potholes had been filled in by the Parish Steward which was a start.

The Chairman explained that the best thing to do is to use the My Wilts app to report the potholes and that it was a numbers game.

Mr. Taylor confirmed we were still waiting for feedback from the police with regard to speed signs.

7. Flooding

Mr. Humphries reported that the pipes underneath the entrance to the Crown and Anchor were cleaned last week. However there was still an issue with the ditch further up outside Porch Cottages.

8. Bridleways and Footpaths

Mr. Marriage reported that the footpaths were all in good condition. Some reports of issues on the footpath through the nature reserve on Ham Hill which were in hand.

There was a discussion about the improvements to Field Lane which whilst extremely welcome were slowly being eroded away. The Chairman explained that it was unlikely further works would happen for several years.

9. Correspondence

The Chairman reported that he had received the Annual Town and Parish Council report from Stuart Wheeler which was available to anyone interested.

10. Any Other Business

The Chairman thanked everyone involved in the Coronation lunch, and in particular Mr. Daking and Mr. Bicknell who manned the barbeque, and Ben at the pub who procured and pre-cooked all the food. The council agreed it had been an excellent event helped enormously by the warm weather.

The council agreed that there would not be a Parish summer party.

12. Date of Next Meeting

The Chairman agreed to circulate potential dates via email.

The meeting closed at 7:30pm