

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

Thursday, May 19<sup>th</sup> 2022

Easton Royal Village Hall

at 6:00pm

**DRAFT MINUTES**

**PRESENT:**

Margaret HOLDEN (Chair), Anna PATTERSON (Vice Chair), Ben COOPER, Tom DOYLE, Paul NARIZZANO, James de PASS and Peta PUYO (Clerk)

**1. APOLOGIES FOR ABSENCE**

Beverley HELPS

**2. ELECTION OF CHAIRMAN**

In order to maintain continuity following the recent changes within the council, Margaret Holden was proposed as Chair by Ben Cooper and seconded by Paul Narizzano. **APPROVED** by all present.

**3. ELECTION OF VICE CHAIRMAN**

For the same reason as the Chair, Anna Patterson was proposed as Vice-Chair by Margaret Holden and seconded by Tom Doyle. **APPROVED** by all present.

**4. SIGN DECLARATION OF ACCEPTANCE OF OFFICE**

Declaration of Acceptance of Office signed by Chair and Vice-Chair

**5. APPROVAL OF MINUTES**

The Minutes of the Parish Council Meeting held on 28<sup>th</sup> April 2022, having been circulated prior to this meeting, were approved and signed by the Chair.

**6. STANDING ORDERS**

Standing orders following the NALC Model Standing Orders ((2018) and revised 2021) were **ADOPTED**. These will be looked into in more detail before the next meeting and revised accordingly. **ACTION** Clerk

**7. ASSETS REGISTER**

The Asset Register has been revised and **APPROVED** by the council. An update and revision were required so as to reflect the true assets that the council hold and in particular the new playground equipment.

**8. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR 2021/22)**

- a. Internal Audit Report duly completed and signed by Roger Tilbrook, Internal Auditor
- b. Section 1 Annual Governance Statement 2021/22 **APPROVED**
- c. Section 2 Accounting Statements 2021/22 **APPROVED**

**9. NOTICE OF PUBLIC RIGHTS OF AGAR**

Agreed publication from 13<sup>th</sup> June – 22<sup>nd</sup> July

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**10. TREE MAINTENANCE ON THE REC**

Ben Cooper and Rob Mead (tree surgeon) carried out an informal inspection of the trees on the Rec.. No immediate threat was reported however the tree that split during the storm was deemed sufficiently damaged as to require being felled completely. It was agreed that three quotes would be obtained for this work which should cost around £1000. **ACTION CLERK**

Further works were reported by Rob Mead that would require work and it was agreed that this could be done over the next two or three years. BC suggested that £1000 should be included in the budget for tree maintenance for the next three years and to be revised following that term. **APPROVED** by the council.

**11. ROAD SIGNS AROUND THE VILLAGE**

Tom Doyle reported that he has looked at all of the signs in the village. He feels that some of these need either replacing, repairing or cleaning. A list of these signs is to be made and reported to Matt Perrott (Wiltshire Council Area Highways Engineer). **ACTION TD**  
It was noted that bridleway signs are the remit of Steven Leonard.

**12. PLANNING** - see below

**13. FINANCE** - see below

**14. ANY OTHER BUSINESS** - Nothing to report

**15. DATE OF NEXT MEETINGS**

**Thursday 14<sup>th</sup> July 2022** Parish Council Meeting (7pm)

**Thursday 8<sup>th</sup> September 2022** Parish Council Meeting (7pm)

**Thursday 17<sup>th</sup> November 2022** Parish Council Meeting (7pm)

Meeting closed at 18:45pm

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**PLANNING:**

**New Applications since last meeting:**

NONE		
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**FINANCE:**

**Payments made:**

CLERK SALARY	£235.77
RETURN OF SPEED DEVICE DONATION	£6617.09
DL STEVENS – MOLE CONTROL	£75.00

**Payments to approve:**

NONE	
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