

## HAWKCHURCH PARISH COUNCIL

Clerk to the Council:  
Mr John Vanderwolfe Chartered MCIPD, MCMII  
Newenham  
5 Halletts Way  
Axminster  
EX13 5NB  
☎ 01297 34444  
✉ [johnvw@tiscali.co.uk](mailto:johnvw@tiscali.co.uk)

### Minutes of the Annual Council Meeting held at the Hawkchurch Village Hall on Tuesday 15<sup>th</sup> May 2018

**Present:** Cllr's N Over (Chairman), D Searle, S Bartlett, J Baker, T Greenshields, R Fox and R Churchill

**In Attendance:** The Clerk (Mr J Vanderwolfe) and eight members of the public

<b>504</b>	<b>Election of Chairman</b> Councillor N Over was proposed by Cllr T Greenshields and seconded by Cllr S Bartlett. There were no other nominations; and therefore Cllr N Over was elected as chairman for the ensuing year.
<b>505</b>	<b>Declaration of Acceptance of office</b> Cllr N Over signed the Declaration of Acceptance of office, witnessed by the Responsible Officer
<b>506</b>	<b>Election of Vice-Chairman</b> Cllr R Churchill was proposed by Cllr N Over and seconded by Cllr J Baker. There were no other nominations, and Cllr R Churchill was elected as Vice-chairman for the ensuing year.
<b>507</b>	<b>Finance Committee</b> Resolved that this committee be withdrawn
<b>508</b>	<b>Planning Lead</b> Agreed that Cllr N Over would lead on planning matters
<b>509</b>	<b>Playfield Committee</b> Resolved that this would now be a committee of the Parish Council. Non-elected councillors representing the various user groups could be members of this committee. The funds of the Playfield would become ring –fenced within the parish council accounts and the 200 club can operate within the powers of the council. There would be four councillors on this committee: Cllr's
<b>510</b>	<b>Rights of Way</b> Cllr R Fox would be the Parish Paths Co-ordinator and lead on rights of way issues
<b>511</b>	<b>Highway Issues</b> Cllr N over would be the lead on highway matters

<b>512</b>	<b>Snow Warden</b> Cllr D Searle would be the lead on adverse weather issues.
<b>513</b>	<b>Village Hall</b> Cllr D Searle would be the Parish Council representative on the Village Hall Committee.
<b>514</b>	<b>Community Shop</b> Cllr T Greenshields would be the Parish Council representative on the Community Shop Committee
<b>515</b>	<b>Parochial Church Council</b> Cllr S Bartlett would be the Parish Council representative on the Parochial Church Council.
<b>515</b>	<b>Neighbourhood Watch</b> Representatives to be appointed later.
<b>516</b>	<b>Apologies</b> An apology was received from Cllr I Hall. It was noted that Cllr S Mathews had resigned from the council due to work commitments.
<b>517</b>	<b>Declarations of Interest</b> There were no Declarations of interest under the Code of Conduct at this stage of the meeting.
<b>518</b>	<b>Minutes</b> The minutes of the Council meeting held on Tuesday 17 <sup>th</sup> April 2018 were approved as a true record.
<b>519</b>	<b>Matters Arising from the Minutes</b> It was understood that the police would be visiting the Community Shop on the 19 <sup>th</sup> June. Concerns expressed that no progress had been made about the speed watch scheme. Cllr Greenshields stated that as there had been no objections the Blackpool Corner noticeboard would be dismantled.
<b>520</b>	<b>County and District Report</b> A short update report from Cllr Hall was read out.
<b>521</b>	<b>Democratic Period</b> A parishioner was unhappy with the service being provided by highways and sighted a number of examples of poor communication. The chairman responded by stating that there was a new highway officer in post following the retirement of Brian Hoare. Sadly our County Councillor was unable to be with us this evening.
<b>524</b>	Finance <ul style="list-style-type: none"> <li>a) Accounts for Payment: Beviss &amp; Beckingsale £376.00 (935), Came &amp; Co ££458.01 (936), DALC £120.64 (937).</li> <li>b) Financial Update: The Financial update was agreed.</li> <li>c) Authorised Signatures: Cllr's N Over, S Bartlett and R Churchill to become authorised signatures</li> <li>d) On Line Banking: Resolved that the Council would move forward to put this into place. With the closure of the Axminster NatWest the clerk would look at a possible change to Lloyds in the future.</li> </ul>

525	<b>Annual Governance Statement</b> The Council had examined the eight indicators and agreed that they had complied during the year ending 31 <sup>st</sup> March 2018
526	<b>Internal Auditors Report</b> Resolved to accept the Internal Auditor's report
527	<b>Annual Accounts Y/ending 31<sup>st</sup> March 2018</b> Resolved to adopt the accounts for the year ending 31 <sup>st</sup> March 2018
528	<b>Reports from Councillors</b> The items had been covered in the earlier Annual Parish Meeting
529	<b>Playfield</b> The full rent had now been paid and the lease should shortly be issued.
530	<b>Planning</b> 18/0655/LBC Castle House: extension on NW elevation including removal of window and brick plinth of external house wall. Reduce height of boundary wall. <b>Support</b> <b>Determinations –following have been approved</b> 18/0285/Ful west of Scouse farm. Field shelter & tack room. 17/1921/Ful Barley Close Farm. Workshop and relocation of mobile home. 17/3055/6 Castle House. Remove outbuildings and replace with single outbuilding
531	<b>Highways and ROW</b> Concerns that the chairman had not received any acknowledgement from our new highways officer. There are a number of very bad potholes, especially in Wareham Road
532	<b>Dog and Litter Bins</b> After some discussion it was agreed that the Council would purchase on litter bin which would be a dual purpose litter and dog bin. The Parish Council name would be shown on it. The possibility of additional bins to be looked into in the future.
533	<b>Section 106 Funding</b> No further information available. Cllr's Greenshields and Churchill to lead on this.
534	<b>Public Relations, Communications and Protocol</b> Agreed that the Council needed to have a higher profile. Concerns expressed that the agenda had not appeared on the website. The clerk would investigate this and assured the meeting he had sent it to the webmaster in plenty of time. Agreed that Cllr Fox and the clerk would ensure that communications were improved in the future. Cllr Fox would prepare regular articles for the magazine Cllr Fox would also take responsibility for Facebook
535	<b>Correspondence</b> A letter from a parishioner regarding speeding in the village and the need to ensure signs were clear had been dealt with in an earlier item.
536	<b>Items of urgency</b> No items

537	<b>Next Meeting</b> Tuesday 19 <sup>th</sup> June at 7.30pm
-----	--

Signed -----

Date -----