
GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

Minutes of the Annual Parish Council Meeting 19 May 2021 at 7.30 p.m. Church of St Peter & St Paul

Present	Cllr D Butcher Cllr A Gravell Cllr M Griffiths	Cllr M Hammond Cllr A Lennox	Cllr S Mansfield Cllr I Vout	From 21/APCM/6 Cllr J Botterill Cllr H Lennox
In attendance	T M Chapman (Clerk)	Wilts Cllr E Threlfall	2 members of public to item 21/APCM/6 then 0 members of public	

The meeting opened with a blessing by Lay Minister, Tony Yate, upon the work of the Parish Council in the year to come.

Items 21/APCM/1 & 2 were chaired by Cllr D Butcher as the "Father" of the House.

21/APCM/ 1. **Declaration of Acceptance of Office**
Cllr Butcher **welcomed** the incoming Councillors and all **signed** their Declarations of Acceptance of Office in the presence of the Proper Officer (the Clerk).

21/APCM/ 2. **Election of Chairman & Declaration of Acceptance of Office for 2021/22.**
Cllr Mansfield was unanimously **elected** as the Chairman. Proposed: Cllr A Lennox; seconded: Cllr Griffiths. He then duly signed the Declaration of Office.

Cllr Mansfield assumed the Chair for the rest of the meeting.

21/APCM/ 3. **Election of Vice-Chairman & Declaration of Acceptance of Office for 2021/22.**
Cllr Griffiths was unanimously **elected** as the Vice-Chairman. Proposed: Cllr Mansfield; seconded: Cllr Gravell. She then duly signed the Declaration of Office.

21/APCM/ 4. **Apologies for Absence** – none.

21/APCM/ 5. **Declaration(s) of Interest** (Local Authorities (Model Code of Conduct) Order 2007).
There were no Declarations of Interest relating to any matter being considered by the meeting apart from item 21/APCM/6 where Cllr A Lennox declared an interest as his wife was one of the candidates. He then took no part in the vote to co-opt.

21/APCM/ 6. **Co-option of Two Persons to fill the vacant seats on the Parish Council.**
Two persons had put their names forward for co-option and had provided those Councillors elected this May with a brief personal statement.
➤ Janice Botterill. Proposed: Cllr Mansfield; seconded: Cllr Vout.
➤ Helen Lennox. Proposed: Cllr Butcher; seconded: Cllr Hammond.
The Parish Council unanimously **co-opted** these two people to fill the vacancies on the Parish Council which now brought it up to full complement. The two co-opted members then signed their Declaration of Office in the presence of the Clerk.

21/APCM/ 7. **Members' Register of Interests**
 It was **noted** that all Councillors have 28 days from the date of appointment (10 May for those elected uncontested) and today (for those co-opted) to upload their Register of Interests to the Wiltshire Council website and the Parish Council website. The Clerk will circulate login details for the site so that this can be done within the period.

Action: Clerk

21/APCM/ 8. **Councillor Areas of Special Interest**
 The Councillors **reviewed** the areas of special interest in the light of skill set and work load of the new Council and (re-)assigned them as detailed below with a parishioner volunteer continuing to look after Neighbourhood Watch.

Cemetery	Cllr H Lennox
Communications	Cllr Mansfield
Community Infrastructure Levy	Cllr Griffiths
Community Room & Police House/School Footpath	Cllr Butcher
Covid 19 Volunteers	Cllr Griffiths & Cllr Hammond
Defibrillator & Telephone Kiosk	Cllr Botterill
Emergency Planning	Cllr H Lennox (No 1)
	Cllr A Lennox (No2)
Finance, Governance & Risk Oversight	Cllr Hammond
Footpaths	Cllr Gravell
Highways & Parish Steward	Cllr Vout
Malmesbury Area Board	Cllr Botterill
Neighbourhood Plan	Cllr A Lennox
Neighbourhood Watch	Kyle Hourigan
Planning	Cllr Hammond
Play Area Develop't	Cllr Griffiths
Play Area maintenance & inspection	Cllr Butcher & Cllr Vout
School's Liaison	Cllr Botterill
Speed Camera	Cllr A Lennox
War Memorial	Cllr Botterill

21/APCM/ 9. **Trusteeship**
 It was **noted** that all incoming Councillors automatically become Trustees of the unincorporated charity, the Free Gardens, registered number 203850.

21/APCM/ 10. **Public Participation at Council meetings**
 The Parish Council considered that the rights of the public should remain unchanged: i.e. 10 minute Open Forum session at the start of each meeting plus 3 minute for any individual to make representations about planning matters before the Council.

The Parish Council convened at 7.52 pm and moved onto a standard Parish Council meeting to cover items that cannot wait until June.

Approved

S. Mansfield

Chair

Date

2/6/21
