



WROUGHTON PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the meeting held on 17 September 2018 at 7.30pm
in The Ellendune Community Centre.

- Present**
- Cllr L Campisano
Cllr H Dosanjh
Cllr J Hewer
Cllr H Hodd
Cllr G Jones
Cllr C Kennedy
Cllr T Kimberley-Fairbourn
Cllr S Pagett
Cllr A Richards
Cllr D Wells
Cllr A Woodhead
- Clerk** Jodie Smart
- FC/100** **Apologies**
Apologies were received from Cllr P Bhardwaj, Cllr C Clark, Cllr S Harcourt, and Cllr A Spry.
- FC/101** **Declarations of Interest & Applications for Dispensation**
There were declarations of interest from Cllrs A Woodhead as the Group Scout Chair of 1st Wroughton Scouts and the spouse of a Wroughton Youth Football Club Manager.
Declarations of interest were also received from Cllr D Wells as Vice Chair of Wroughton Youth Football Club.
- FC/102** **Public Questions**
There were no members of the public present.
- FC/103** **Minutes of Previous Meeting**
Members **RESOLVED** to approve the minutes of the Parish Council meetings held on 20 August 2018.
- FC/104** **Information from Borough Councillors**
There were no Borough Councillors present.
- FC/105** **Youth Advisors**
Apologies were received from Miss T Jones.
- FC/106** **Parish Council Representatives' Report**
Members **NOTED** the report of Cllr A Richards regarding a recent Churchyard Committee meeting, a copy of which appears as Appendix A in the Minute Book.

Members **NOTED** the verbal report of Cllr L Campisano, who informed members that the Carnival AGM was being held in the Wroughton Club at 7pm on Thursday 20 September 2018.

Members **NOTED** the verbal report of Cllr G Jones. Cllr Jones informed members that a weekly meeting was now being held between representatives of The Ellendune Hall Trust and Wroughton Community Asset Trust regarding the library move into the Christine Spooncer Suite. Any affected bookings were in the process of resolution. Cllr Jones continued that the Trust Administrator had increased her working hours to catch up with a backlog in invoicing and that the change in signatories with the bank accounts was near completion. Cllr Jones stated that a Communications Working Party had been formed but had not met yet. Four roles had been advertised for the Community Centre and a good response had been received, short listing was to be completed this week.

FC/107

Chair's Report

Members **NOTED** the verbal report of the Chair. The Chair reported that the parish council staff had recently been on a team building evening.

FC/108

Clerk's Report

Members **NOTED** the verbal report of the Clerk. The Clerk informed members that the recent recruitment of the Youth Team had been successful. The Clerk thanked Cllr H Hodd, and Cllr A Woodhead for their assistance with the recruitment.

FC/109

Sports and Youth Facilities Working Party

Members **NOTED** the verbal report of the Clerk. The Clerk informed members that a recent stakeholder workshop with representatives of Wroughton Youth Football Club and the Architect had gone well and that Wroughton Youth Football Club had agreed to form a strategic partnership for the project. Cllr A Woodhead added that the project may cost more than originally thought but that a great Youth Hub facility will be provided with fixed tenancies such as the Scouts, football and possibly a pre-school (day-time) tenant.

FC/110

Confidential Items for Committee Meetings

Members **NOTED** the report of the Clerk regarding confidential items at committee meetings, a copy of which appears as Appendix B in the Minute Book.

FC/111

Appointment to Committees

Members **RESOLVED** to elect Cllr H Hodd onto the Planning, Safety and Highways, Community Buildings, and Open Spaces Committees.

Members **RESOLVED** to elect Cllr C Kennedy onto the Community Buildings and Open Spaces Committees.

FC/112

CCTV Policy and Operational Procedure

Members **NOTED** the policy and operational procedures for the use of CCTV within the village, copies of which appear as Appendices C and D in the Minute Book.

Members **RESOLVED** to adopt the CCTV policy and operational policy with some minor amendments as suggested by Cllr G Jones. Copies of the adopted documents appear as Appendices E and F in the Minute Book.

FC/113

Exclusion of Public and Press

Members **RESOLVED** in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw'.

Reason: Contractual matters.

FC/114

File Sharing, Cyber Security and Councillor Emails

Members **NOTED** the report of the Clerk regarding file sharing, cyber security and councillor emails, a copy of which appears as Appendix G in the Confidential Minute File.

Members **RESOLVED** to pose further questions to Microshade VSM and request references from Stratton St Margaret Parish Council and Lydiard Millicent Parish Council.

Members **RESOLVED** to defer the decision until this information is available.

FC/115

Maunsell Way Fencing

Members **NOTED** the report of the Clerk regarding a requirement for a section of replacement fencing at Maunsell Way, a copy of which appears as Appendix H in the Minute Book.

Members **RESOLVED** to approve the recommendation within the report.

The meeting closed at 8.05pm

Signed.....

Date.....

Chairman of the Council