

## Draft

### **Minutes of the Annual Meeting and the Annual meeting of the Parish for Pilton West Parish Council held on the 28<sup>th</sup> May 2024 at 7.00 pm at Pilton Meeting Rooms**

Present

Cllr M May (elected Chairman at the meeting)  
Cllr A May (elected Vice Chairman at the meeting)  
Cllr I Brodie  
Cllr R Fallis

There were no members of the public present

Cllr May opened the meeting by thanking Councillors for their support for him as Chairman over the past year and also the work done for the community by County Councillor Davis.

He thanked Cllr Brodie for his work on the website.

#### **May23/1 Apologies for Absence**

Cllr C Muggleston

#### **May23/2 Election of Chairman**

*The Clerk took the chair for this item only*

Councillor M May was nominated and seconded, there being no other nominations he was elected Chair for the ensuing Municipal Year.

#### **May23/3 Election of Vice Chairman**

Councillor A May was nominated and seconded, there being no other nominations he was elected Vice Chair for the ensuing Municipal Year.

#### **May23/4 Planning Sub Committee**

It was **RESOLVED** that all Pilton West Council members be members of the Planning Sub Committee and that at least 2 councillors carry out a site visit for all applications. Cllr Fallis to coordinate this.

#### **May23/5 Representative on outside Bodies**

Cllr Brodie to continue as the Councils representative on the Pilton United Almshouse/Feoffee charity

#### **May23/6 Minutes of the meeting held on the 26th March 2024.**

RESOLVED the meeting minutes as previously circulated be approved and signed by the Chairman.

[Type text]

### **May23/7 Matters arising**

**The list of outstanding gulley clearance in the Pilton West area had not altered since the last meeting**

### **May23/8 Report of the County Councillor**

Cllr Davis had apologised for her non-attendance but had forwarded her report, a copy of which is attached to these minutes

### **May23/9 Questions to the County Councillor**

Councillors raised the poor condition of the double yellow lines adjacent to the entrance to Trayne Farm, and it was noted that this area was being used as an uncontrolled place to park cars and was causing traffic flow problems.

**RESOLVED** that the Clerk raise this with the County Council via the website.

### **May23/10 Report of the District Councillor**

There was no report

### **May23/11 Questions to the District Councillor**

There were no questions

### **May23/12 Correspondence**

- NDC grants and community news
- Insurance renewal document
- DALC news letter
- ND weekly information sheet.

### **May23/13 2023/2024 Accounts**

The Clerk updated Councillors on the Audit process and had forwarded 2023/2024 information to Councillors. The internal Auditor had signed off the accounts. **RESOLVED** that the accounts be approved and the Chairman and Clerk fill out and return the Audit documentation.

### **May23/14 Planning Applications**

**There were none**

### **May23/15/Planning Decisions**

There were none reported at the meeting

### **May23/16 Reports from Councillors**

- Westaway drains were blocked ... **Resolved** that it to be logged on the DCC website

[Type text]

**May23/17 Public Question Time**

No members of the public were present

**May23/18 Clerks Report**

The Clerk reminded Councillors that a review of his salary was overdue, he then took no further part in the meeting. After discussion it was **RESOLVED** his remuneration be £1200 per annum.

**May23/19 Cheques for Payment**

Cheques for the clerk’s salary (£125.0), DALC annual subscription (£133.51) and Community First insurance renewal (£124.26) were signed at the meeting.

**May23/20 Urgent Business**

There was none

**May23/21 Date of Next Meeting**

30<sup>th</sup> July 2024

The meeting finished at 8.06

Chairman:.....

Dated:.....