

Minutes of Bulkington Parish Council General Meeting held on Wednesday 9th April 2025 at 7.30pm at Bulkington Village Hall, Bulkington, Wiltshire.

Membership: Councillors P. Oakey (Chair), A. Breach (Vice Chair), J. Anderson-Hill, A. Howard-Evans, S. Macalpine-Downie.

Present: Councillors P. Oakey (Chair), J. Anderson-Hill, A. Howard-Evans, S. Macalpine-Downie, Wiltshire Councillor T. Reay.

Members of Public: None.

Proper Officer: T. Hicks.

MINUTES

No.	Item	Action
PC/25-26/1	Apologies To receive and accept apologies for those unable to attend. Cllr Breach unable to attend. The reasons were accepted.	Clerk to update absence log
PC/25-26/2	Declarations of Interest To receive any declarations of interest under the Parish Council's Code of Conduct issued in accordance with the Localism Act 2011. None.	
PC/25-26/3 PC/25-26/3.1 PC/25-26/3.2	Minutes of the previous meeting To approve as a correct record the minutes of the Parish Council meeting held on 12 th March 2025. Approved without amendment. To note any matters arising from the minutes of the meeting held on 12 th March 2025. None.	
Standing Orders were suspended to allow for public participation		
PC/25-26/4 PC/25-26/4.1 PC/25-26/4.2	Public Participation To enable members of the public to address the Council regarding any item on the agenda. None. To receive any petitions or deputations. None.	
Standing Orders were reinstated following public participation		
PC/25-26/5 PC/25-26/5.1 PC/25-26/5.2 PC/25-26/5.3	Reports: To receive an update from Wiltshire Councillor – Cllr. Reay. Cllr. Reay updated the meeting regarding the Wiltshire Council elections. To receive the chair's report. Cllr Oakey reported on the need for cllrs to return the elections expenses forms to Wiltshire Council, even if a nil return. To receive the clerk's report. The clerk updated the meeting with the success of her investigation into the Bulkington Pumping Station. A resident had contacted the council during the January floods stating that the pumping station was not up to the requirements during the flooding and this resulted in sewage backing up into resident's houses. The clerk had attended the	All Cllrs

Signed:

PC/25-26/5.4	<p>recent Operational Flood Working Group meeting and had had dialogue with Wessex Water. This had resulted in an investigation by them and the outcome is that Wessex Water have confirmed that the levels within the station did go high during the flooding and have agreed that the Bulkington Water Pumping Station will be upgraded. Timescale to be advised.</p> <p>To receive the up-to-date external meetings schedule and to decide who will attend meetings. Updated.</p>	
PC/25-26/6 PC/25-26/6.1	<p>Matters arising from previous meetings:-</p> <p>To note volunteers meeting has been set for 25th June 2025. Venue to be confirmed. This date was now not suitable. Cllrs. Breach, Macalpine-Downie and Anderson-Hill to notify clerk of new volunteers meeting date. C/f</p>	Cllrs Breach, Anderson-Hill & Macalpine-Downie
PC/25-26/7 PC/25-26/7.1 PC/25-26/7.2	<p>Planning Matters to discuss:</p> <p>To note the BPC Planning Schedule as at 1st April 2025. Noted.</p> <p>To discuss any other applications received before the meeting. None.</p>	
PC/25-26/8 PC/25-26/8.1 PC/25-26/8.2	<p>Maintenance to include items as below:</p> <p>To discuss and agree Parish Steward- Consideration of jobs for next visit. It was agreed Clerk to advise Parish Steward that the pavements are requiring weeding. The council thanked the resident who has cleared up the top of The Close.</p> <p>To discuss and agree Maintenance Log – for ongoing items. Noted. Entrance gates at each end of the village – clerk to investigate costs.</p>	Clerk Clerk
PC/25-26/9 PC/25-26/9.1a PC/25-26/9.1b PC/25-26/9.1c PC/25-26/9.1d PC/25-26/9.1e PC/25-26/9.1f PC/25-26/9.1g PC/25-26/9.2 PC/25-26/9.3 PL/25-26/9.4	<p>Finance</p> <p>To agree and approve invoices and payments:-</p> <p>Clerk's Salary March 25 - Approved.</p> <p>Clerk's PAYE March 25 – Approved.</p> <p>Clerk's expenses to 31st March 25 – Approved.</p> <p>Expenses Cllr Anderson-Hill for BVKC Improvements. None.</p> <p>WALC subscription Invoice WALC-0478 - £121.33 – Approved.</p> <p>Microsoft 365 renewal £84.99 – Approved.</p> <p>Inspect & repair – INV-0876 - £1451.96 – Approved.</p> <p>To approve invoices/requests for payment received prior to the meeting.</p> <p>Julie Bailey – Audit Fees - £240 – Approved.</p> <p>Monthly Management Accounts</p> <p>Members to receive the monthly financial report and bank reconciliation. See attached papers. A non-signatory member to sign the bank reconciliation and bank statements. Approved and signed by the chair.</p> <p>To agreed Unity Bank application to open a new account. Agreed and Cllr Oakey signed the application form to comply with Financial Regulations.</p>	Clerk to pay
PL/25-26/10 PL/25-26/10.1	<p>AGAR – WI0040 2024-2025</p> <p>To note receipt of PKF Littlejohn instructions as external auditor. Noted.</p>	

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PL/25-26/10.2	To note that BPC has received income over the £25,000 threshold in 2025-26 and now must be considered a parish council subject to a review, and unable to claim exemption from this. Noted.	
PC/25-26/11 PC/25-26/11.1	Playground & Grounds To receive an update on the playground maintenance. Clerk to create a rota for the council to share the weekly inspections and share with council.	Clerk
PC/25-26/12	Best Kept Village Competition To receive update and discuss. 17th April deadline. Cllr Anderson-Hill to purchase wood stain and bunting. Clerk to write to village hall regarding the handrail refurbishment as this was noted in last year's report as requiring attention.	Cllr. Anderson-Hill Clerk
PC/25-26/13	Annual Meeting and Annual Parish Meeting To agree plan for both meetings. Timings were agreed and permission to spend for refreshments. Clerk to put up posters and in to Spotlight and Facebook.	Clerk
PC/25-26/14 PC/25-26/14.1	Governance To discuss and agree asset register. 2025-26. To be updated and brought as part of the end of year accounts in May.	Clerk
PC/25-26/15 PC/25-26/15a PC/25-26/15b	Correspondence Received Since Last Meeting, to note. Wiltshire Council Email update 21.02.2025 Wiltshire Council Annual Report	
PC/25-26/16	Confirmation of date of next meeting: Annual Parish Council Meeting on Wednesday 14th May 2025 at 6.30pm, Annual Parish Meeting at 7.30pm.	
PC/25-26/17	To close the meeting – 8.30pm	

Signed: