

BATHFORD PARISH COUNCIL
ANNUAL MEETING OF THE PARISH COUNCIL
19th May 2026 – 7.00pm
Mountain Wood Community Rooms, Bathford
Minutes

Present

Councillor Sue Barclay
Councillor Anna Budd
Councillor John Budd
Councillor Hillary Carr (Chair)
Councillor Simon Hodgson
Councillor Katherine Lush
Councillor Clare Malone
Councillor Andrew Sangster
Councillor Ken Tatem
Councillor Steve Wyatt

Clerk: Jon Cooper

1. Annual Election of Chairman

- 1.1. **RESOLVED:** A request was made for nominations for the post of Chairman. Cllr Hillary Carr was proposed and seconded. Cllr Hillary Carr was elected and he accepted the post.
- 1.2. There were no other nominations for the post.
- 1.3. Cllr Hillary Carr stated he would no long Chair any cttees.

2. Apologies

- 2.1. Councillor Marina Raybould

3. Ward Councillor Update

- 3.1. No Ward Councillors attended

4. Public ten minutes

- 4.1. No members of the public attended.

5. Annual Election of Vice Chairman

- 5.1. There were no nominations for the post.

6. Appointment of Committee members to specific committees

It was unanimously agreed that Committee members remain as follows:

- 6.1. **Amenities** – Susan Barclay, John Budd, Hillary Carr. Katherine Lush, Simon Hodgson and Marina Raybould.
- 6.2. **Communications** - Hillary Carr, Simon Hodgson and Steve Wyatt.
- 6.3. **Finance and Administration** – Susan Barclay, John Budd, Hillary Carr, Marina Raybould and Andrew Sangster.
- 6.4. **Highways, Footpaths and Lighting** - Anna Budd, Hillary Carr, Clare Malone and Ken Tatem.
- 6.5. **Planning and Environment** – Anna Budd, Hillary Carr Katherine Lush, Ken Tatem and Andrew Sangster.
- 6.6. **Staffing** –Anna Budd, Clare Malone and Steve Wyatt.
- 6.7. Committees would elect a Chair and appoint any co-opted members at their next meeting.
- 6.8. Terms of reference for Finance and Administration and Staffing Committees were reconfirmed.

Chairman:

2025/26

7. Council documentation

- 7.1. Standing Orders and Financial Regulations were reconfirmed.
- 7.2. Insurance provision was confirmed with Gallagher for 2026/2027.
- 7.3. Dates of meetings until next Annual Meeting of the Parish Council were circulated.

8. Declarations of interests in any item on the agenda

- 8.1. None

9. Approval of the minutes of the last meeting (21st April 2026)

- 9.1. **RESOLVED:** Acceptance of the minutes from the last meeting was proposed and seconded. The Council unanimously resolved to accept the minutes.

10. Committee Reports

Committee Reports were discussed; relevant documents referenced below which will be available online or, on request, from the Parish Office. Further discussions and any resolutions are shown below:

10.1. Amenities Committee

- 10.1.1. Grass cutting, particularly on the cricket pitch, had not been to the required standard. Alternative contractor, Tony Jones, had been required to get the pitch to a playable standard.
- 10.1.2. Amenities Cttee to discuss and agree best way to resolve the grass cutting issues for the remainder of the summer.

10.2. Communications Committee

- 10.2.1. APM was seen as a success, possibility of using the Parish Hall next year to be investigated.

10.3. Finance and Administration Committee

- 10.3.1. It was agreed that the Credit Card limit would be increased to £1000, to allow for Microsoft subscriptions which currently total £496 annually and must be paid by card.
- 10.3.2. Kevin Marris to begin the internal audit next week.

10.4. Highways Committee

- 10.4.1. Variable speed cameras on Box Road would cost £90k, so are not currently feasible, but provide the only realistically effective traffic-calming solution.
- 10.4.2. BANES had been pressed for funding for the auditing of a proposed mini-roundabout and for the 20 mph signs to be installed on Bathford Hill.

10.5. Planning and Environment Committee

- 10.5.1. No objections had been made to planning applications.
- 10.5.2. The BANES Local Plan draft is scheduled for release in July; a residents meeting would be repeated, following which an additional Parish Council meeting might be required in August to agree a response.
- 10.5.3. Bathford's Neighbourhood Plan development was ongoing, using similar local communities as templates.

11. Items for The Bathford Bulletin

- 11.1. Follyfest
- 11.2. Dog Fouling
- 11.3. Shop Anniversary
- 11.4. New Website

12. Items for the next meeting

- 12.1. Sign off Annual Accounting statements for external audit.

13. Payments for Approval

13.1. RESOLVED: Proposed and seconded, The Council resolved to make the following payments shown below: -

Description	Amount Due	Ref
Current Account		
Village Club - Office rent	£185.00	Standing Order
Staff Costs	£774.66	Standing Order
Nest Pension	£18.57	Direct Debit
BT	£48.73	Direct Debit
ICO	£47.00	Direct Debit
Greenways Grounds Maintenance	£275.82	May26-01
H Carr Expenses - software, mileage	£86.02	May26-02
Corsham Print - Bulletin,	£600.00	May26-03
Corsham Print - APM Banner	£24.00	May26-04
Amazon - Heater, ink	£290.75	May26-05
Bathford Church School - Hall Hire	£50.00	May26-06
Bathford Parish Hall - Hire for Repair Café	£63.00	May26-07
Medical World - Defib suppliers for Rugby Club's device	£711.23	May26-08
AED Donate - Defib cabinets and bleed kits	£1,296.00	May26-09
Plaque for memorial bench (net cost to be repaid by Mrs Suleman)	£71.93	May26-13
Gallagher - insurance	£1,866.89	May26-14
Corsham Print - Speed Cop Cut Outs	£144.00	May26-15
<i>Memorial Bench and Fixings (net cost has been repaid by Mrs Suleman)</i>	<i>£496.50</i>	<i>PAID</i>
<i>Microsoft (paid by and refunded to Clerk)</i>	<i>£496.80</i>	<i>PAID</i>
Total	£7,546.90	
Wynne Willson		
Greenways Grounds Maintenance	£240.00	May26-10
Greenways Grounds Maintenance – extra cut NOT PAID	£165.60	May26-11
Total	£240.00	
Allotment		
Scribe Allotments Subscription	£39.60	Direct Debit
Greg Knowles - oil	£23.00	May26-12
Total	£62.60	
Grand Total	£7,849.50	

The meeting closed at 8.11pm

Date of next meeting – Tuesday 14th July 7.00pm, Mountain Wood Community Rooms

Name..... Date.....

Chairman:

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