



Minutes of the Annual General Meeting held at The Training Room,
Community First, Hopton Estate, Devizes, on Wednesday 25th October 2023,
commencing at 7.00pm.

Present:

Member Council	Representative	Member Council	Representative
Chippenham Town Council	Cllr John Scragg (chair)	Corsham Town Council	Cllr George McCaffrey
Amesbury Town Council	Cllr Ian Mitchell	Devizes Town Council	Cllr Judy Rose
Brinkworth Parish Council	Cllr Martin Evans Cllr Wendy Hazlewood	Donhead St Andrew Parish Council	Mr Simon Pritchard, Clerk
Box Parish Council	Cllr Tim Walton	North Bradley Parish Council	Cllr Horace Prickett
Cherhill Parish Council	Cllr Andrew Sadler-Smith	Wilton Town Council	Cllr Andrew Kinsey
		County Officer	Mrs Deborah Bourne

In Attendance:

Wiltshire Council : Leader of the Council Cabinet Member – Finance, Development Management & Strategic Planning	Cllr Richard Clewer, Cllr Nick Botterill,
Community First: Head Community & Partnership Development Community Development Officer	Mr Harry Tipple Mrs Helen Akiyama

Apologies for Absence:

Calne Town Council	Hullavington Parish Council	Royal Wootton Bassett TC	South Swindon Parish Council
Compton Chamberlayne Parish Council	Marlborough Town Council	Salisbury City Council	Warminster Town Council
Heytesbury, Imber & Knook Parish Council	Keevill Parish Council	Savernake Parish Council	Wroughton Parish Council

23/24-1 Welcome and Introductions

Cllr John Scragg welcomed everyone to the Wiltshire Association of Local Councils Annual General Meeting. He thanked Community First for the use of their training room, and Cllrs Clewer & Botterill for their attendance.

The WALC constitution (8.1) states the quorum will be no less than 10 member councils present. Ten member councils were present, as shown above.

23/24-2 Appointment of Teller

RESOLVED that in the event of members requesting a vote on any item within this meeting Mrs Deborah Bourne, as Secretary to the Executive Committee, will verify legitimacy of those wishing to vote.

23/24-3 Apologies for Absence

Apologies are listed at the beginning of these minutes.

23/24-4 Minutes

RESOLVED to adopt, as a true record, the minutes of the Annual General Meeting held on Monday, 10th October 2022.

RESOLVED to adopt, as a true record, the minutes of the Executive Committee held on Wednesday 4th September 2023 with one amendment. A name was spelt incorrectly in those present. This has been changed by hand and initialled.

Both sets of minutes will be signed by the chair after the meeting.

23/24-5 Annual Report

A written report was previously circulated to all members. Some details were expanded for further understanding. Members noted this report, there were no questions.

Cllr Scragg gave a verbal report on his attendance at the National Association of Local Councils (NALC) Annual General Meeting held 24th October 2023. He reported that NALC have announced a 3% increase next year in the subscriptions they require from each member council.

23/24-6 Annual Accounts

Accounts were circulated to all members prior to the meeting. Previous year balances were discussed, as were membership numbers. Figures are detailed below for reference.

Bank Balances:	April 2021	£105,206.14	
	April 2022	£137,749.28	
	April 2023	£133,842.63	Sept 2023 £175,974.48

Membership:	2020/21	230 (85%)
Out of 272	2021/22	230 (85%)
Parishes	2022/23	225 (83%)
	2023/24	228 (84%) up to October 2023

23/24-7 Election of Wiltshire Association Local Council Officers

- a. *President:* It was agreed that Lord Wills should be invited to remain as President for this next year. Lord Wills was previously a Member of Parliament for Swindon North.
- b. *Vice-President:* There are currently no vice presidents
- c. *Honorary Treasurer:* Although stipulated within the Constitution, on discussion with the chair this position is no longer required. Community First currently control the financial accounts for the organisation.
- d. *Chair:* Proposed by Cllr Walton (Box PC), seconded by Cllr Rose (Devizes TC) that Cllr John Scragg continue for a further year. There were no other nominations made.
RESOLVED that Cllr John Scragg (Chippenham TC) be elected as chair for the ensuing year.
- e. *Vice Chair:* Cllr Andrew Sadler-Smith (Cherhill PC) was Proposed by Cllr McCaffrey (Corsham TC), seconded by Cllr Scragg (Chippenham TC). There were no other nominations.
RESOLVED that Cllr Andrew Sadler-Smith (Cherhill PC) be elected as vice chair for the ensuing year.

23/24-8 Questions from the Floor and Looking Towards the Future

General discussions took place about:

- the need for an Executive Committee, and the possibility of changing the format slightly -Swindon members hold their own meetings, this model could be introduced to the rest of Wiltshire. A suggestion came from Devizes for a larger councils' forum.
- Brinkworth Parish Council asked for support from WALC in their discussions with Wiltshire Council about planning and enforcement issues they have. As Cllr Clewer and Cllr Botterill were present they were able to allay members fears on the issues raised and to confirm they would ensure that communications are improved between the Local Councils and the Unitary Authority. This was welcomed by members, many feeling communication was a general issue, not just a problem with the Planning Department. Cllr Clewer welcomed the idea of a WALC representative meeting with Wiltshire Council on a regular (possibly quarterly) basis.
- South Swindon sent a written question, which was read out by the chair. There is interest from within Swindon to encourage Youth Provision, especially towards Local Government and Democracy. NALC are very keen on including young people, as are a number of other County Associations. WALC does not currently work with youth councils. The Local Council Advisor commented that within Community First there are youth workers, and this may be an area where WALC and Community First could work together.
- Box Parish Council raised a question about value for money: They are frustrated about the level of response from the Local Council Advisor. The Council is considering if membership to WALC is value for money, they also report other councils feel the same.
- New Councillor Training: This intensive one-day course, in person, was welcomed by all who attended. This type of face-to-face meeting was requested again.
- Cllr Clewer and Cllr Botterill took the opportunity to highlight some of the work Wiltshire Council will be prioritising in the next few months,

particularly regarding development control, planning enforcement and fly-tipping. Some issues appear to be stuck or progressing very slowly but there are statutory guidelines, and outside partners which all requires extra time (which is sometimes perceived as dead time) to negotiate before an outcome is reached. This candour was welcomed by members who thanked them for their attendance

23/24-9 Future Meeting Dates

Suggested meeting dates for the ensuing municipal year as shown on the agenda (and again reproduced below) were noted.

Meeting	Date	Type
Executive Meeting	Wednesday, 8 th November 2023	Virtual
Executive Meeting	Wednesday, 8 th February 2024	Virtual
Executive Meeting	Wednesday, 8 th May 2024	Hybrid
Executive Meeting	Wednesday, 8 th August 2024	Hybrid
Annual General Meeting	Wednesday 9 th October 2024	In Person

It was further noted by the Chair that dates for next year will need to be confirmed as Councils have yet to set their meetings but that the 8th November meeting will be held virtually when the budget and subscription rates will be agreed for the next year (24/25).

The meeting closed at 8.00pm

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Cllr John Scragg
Chairman