

Minutes of the Meeting of Compton Bassett Parish Council
Held on Thursday 9th June 2016
At 7.30 pm

Those Present: Cllr Szczesiak (Chair), Cllr Coward (Vice Chair), Cllr Alberry, Cllr Barnett, Cllr Reis, D. Zeitzen (Clerk)
1 member of the public – Nigel Draper

AGENDA

1. **Apologies for absence** – Cllr Waite, Cllr Jackson
2. **Declaration of Interest in items on the Agenda** - None
3. **Receipt of Public Questions** - Nigel Draper congratulated the Parish Clerk on her clear and concise minutes. He said he had noticed there were times when both draft and approved minutes of a meeting were on the village website and felt once the approved minutes of a meeting are on the website the draft ones should be removed. He also said he had noticed that minutes had been removed from the website but then reappeared. Cllr Alberry explained that the Parish Council has to comply with the Transparency Code and are regularising things. If our grant application is successful we can have an improved website facility.
4. **Consider and, if appropriate , approve the contract with AEMCS for the provision of website services to meet the new legal requirements for transparency.** It was formally approved at the Parish Council meeting on 12th May that Cllr Alberry and the Clerk should submit an application for a grant from the Transparency Fund for Smaller Authorities. The funding application form has been submitted and we should be advised within the next few weeks whether or not it has been successful.
If the Parish Council receives the sum it has asked for of £2980 it would cover the updating of the website plus a laptop, scanner/printer and 6 month subscription to Windows 10 for the sole use on parish council business by the Parish Clerk.
Cllr Alberry has drawn up a legal agreement with the webmaster AEMC for both AEMC and the Parish Council to sign if the funding is received. This agreement will cover both parties and has a 6 month termination clause. The agreement would be for a small monthly fee to cover the running and updating of the Parish Council website within the village website. Cllr Alberry recommended signing of the agreement. Cllr Coward asked if this gave good value for money. Cllr Alberry said yes it did, there is a cap on the amounts that can be requested from the fund ensuring that items are within budget and having checked the alternatives available with freelance software he felt it was good value.
It is written into the agreement with AEMC that everything on the website has to be appropriate.
The Clerk is to receive training on using the website so she can add any information for the Parish Council should Adrian Elmer not be available to do so.
The website has to be up and running and the clerk trained before any payment is made to AEMC and the Chair and Vice Chair sign the agreement. It was felt the monthly payments to AEMC should be by standing order.
All agreed to in principle to the signing of the agreement, pending receipt of funding.
Action: Cllr Alberry to slightly modify the agreement and send new copy to AEMC.
Cllr Szczesiak and Clerk to look into setting up standing order.
5. **Councillors Observations** – Cllr Barnett said lorries over the 7.5 tonne weight restriction are still driving through the village. All agreed it is very difficult to get the registration of the vehicles.
Cllr Coward, Cllr Szczesiak and Cllr Reis advised there have been recent incidents when out of control dogs have killed pheasants and chickens and chased cattle.
Action: This item is to go on the agenda for the next meeting. Clerk to find out more information on dog control orders.
6. **Date of next meeting** – Thursday 7th July 7.30pm

