



Alderbury & Whaddon Parish Council **Councillor roles and responsibilities 2023-24**

Chair	Elaine Hartford
Vice chair	John Fuller
Wiltshire Council Planning Meetings	Elaine Hartford or any available councillor
Meetings - agenda, venue, dates	Chair & VC
Checking draft minutes	Chair and Vice Chair - plus all councillors at next meeting
Fountain report	Chair and Vice-Chair
Payroll	John Fuller
Bank Access	Elaine Hartford, Kim Diprose, John Ridd
Bank Signatories	Elaine Hartford, Kim Diprose, John Ridd
Allotments	Elaine Hartford, Mel Lawrence
Alderbury & W Grimstead school link	Adam Hughes, John Fuller
PCC liaison	John Fuller
Village hall liaison	Mike Huntley
Police Liaison & Community Speedwatch	Elaine Hartford
Personnel and Staff Matters	Chair, VC, Mel Lawrence
Area Board meetings	All Cllrs
Maintenance Man/Parish Steward	Elaine Hartford, John Ridd
Litter Volunteers	Barry Sloan taking over from John Fuller
Gardening Club	Elaine Hartford
Wildlife Project Coordinators	John Ridd and Mel Lawrence
Alderbury Burial Ground	Elaine Hartford, John Fuller
Flood Warden	Barry Sloan
Civil Emergency Response Volunteer	Barry Sloan
Social Club	Michael Considine
LHFIG meetings	Elaine Hartford
Youth including Scouts and Guides	Kim Diprose
Footpaths	Adam Hughes