

CHITTERNE PARISH COUNCIL

DRAFT

Minutes of the Meeting of Chitterne Parish Council Held at the Village Hall on Monday 11th March 2019 at 7.00 p.m.

Present: Councillors

Murray Kent (Vice Chairman), Charles Horsfall and Rachel Wilkinson.

In attendance: Parish Clerk Nikki Spreadbury-Clews. No members of the public.

18/93 Acceptance of apologies for absence. Resolved: Cllrs Ricketts and Emmerson

18/94 Report from Unitary Authority member.

18/95 Minutes. The minutes of the Meeting of the Parish Council held on 14th January 2019 were approved as a true record and signed by the chairman.

18/96 Dispensations and Declarations of interest. Resolved: None

18/97 Casual Vacancies for Councillor. Wiltshire Council have confirmed that no requests were received to hold an election for the Councillor vacancy, as advertised on 25 January 2019 for The Parish of Chitterne St Mary Ward and 15 February 2019 for and The Parish of Chitterne All Saints Ward. **The Parish Council may now proceed with the co-option of two new Councillors.**

Anyone interested in supporting the community of Chitterne by joining the Parish Council please contact the Parish Clerk.

18/98 Parish Council Make up and Chairmanship. Resolved: Chairmanship to be rotated until a full complement of members is achieved.

18/99 Parish Council Elections - Poll Cards. Resolved: Cllr Horsfall proposed no poll cards to be issued in the event of a By Election, seconded Cllr Wilkinson, voting unanimous in favour.

18/100 Updates from previous meetings.

- a) **Allotments.** There is a new tenant for the vacant plot. Cllr Wilkinson to complete forms for water installation.
- b) **Cricket Club, Trees/grass cutting.** Cllr Horsfall reported Cricket Club AGM on Saturday, first game end of May. Trees – couple of Willow trees to be tidied, 3 other trees have secondary branches requiring works and one tree near St Mary's Close fence in need of work.
- c) **Flood Warden.** Nothing to report.
- d) **Village Clean up day.** Cllr Kent suggested either Saturday 1st June or 8th June, to be confirmed.
- e) **Playground.** Area Board grant of £4,408.00 was successful, funds due shortly. The old equipment is to be dismantled and taken away.

A second quote was obtained from Lappset @ Redlynch, they gave three options, option 1 £14,365.00, option 2 £21,390.00 and option 3 £14,270.00. The original quote from Active Garden was for £8,945.00.

Cllr Kent felt the equipment and installation from Lappset appeared to be of good quality, however to continue with Active Garden for this replacement, proposed Cllr Kent, seconded Cllr Wilkinson, voting unanimous in favour.

Clerk to look into other methods of funding for future equipment, suggestions Landfill grants and National lottery.

- f) Clerk had forwarded to members the response from Cllr Newbury regarding the responsibility of the cut.

Members discussed the previous problem of inconsiderate driving through the village and the sending of a letter, however felt as there had been no recent instances, not to proceed at present.

18/101 Planning applications Discussed:

(Please note: in planning matters the Parish Council acts as consultee of the Principal Authority. The Principal Authority being the deciding Body)

19/01896/FUL Conversion of former stable, currently used as workshop with office over,
& 19/02212/LBC into granny annexe The Round House, 109 Chitterne, Chitterne, Warminster, Wiltshire, BA12 0LH. Cllr Horsfall proposed supporting the application, seconded Cllr Wilkinson, voting unanimous in favour.

18/102 Planning Decisions noted: -

The following application was responded by Chitterne Parish Council to Wiltshire Council 'No Comment'

18/11870/CLE Certificate of lawfulness for continued use of land to the rear as domestic garden. Land to the rear of The Old Chapel 94 A Shrewton Road Chitterne BA12 0LW. Wiltshire Council decision - Approved.

The following application was responded by Chitterne Parish Council to Wiltshire Council 'No Comment- no meeting held'

19/00973/TCA T1 Ash tree - remove 7 lateral branches over the greenhouse and garden of 47 Chitterne. 45 Chitterne, Chitterne, BA12 0LG. Wiltshire Council decision - No Objection.

18/103 Future Planning applications. Members discussed the action the Clerk is to take when planning application comments are to be returned to Wiltshire Council prior to the next Council meeting.

Resolved: Clerk to send to members with option of a) hold a meeting or b) reply 'No comment- no meeting held'. Clerk to go with the majority.

18/104 Replacement solar panel for speed indicator device. One device was damaged/vandalised (reported to Police).

Resolved: Cllr Horsfall proposed to purchase replacement at a cost of £306 inclusive of VAT and for the Clerk to make an insurance claim, noting an excess of £250 would be payable. Seconded Cllr Wilkinson, voting unanimous in favour.

18/105 Accounts for Payment

It was resolved two payments were ratified and six payments approved, Cllr Horsfall proposed, seconded by Cllr Wilkinson, voting unanimous in favour.

Payments for ratification

Mr R Whatling	100626	£595.00
Duplicquick Ltd	100627	£84.00

Payment for approval

Clerks Salary (Q4 Jan to Mar 2019)	100628	£605.15
Clerks reimbursement of expenses	100628	£45.28
CPRE membership	100629	£36.00
SWARCO	100630	£306.00
Duplicquick Ltd	100631	£84.00
Chitterne Cricket Club	100632	£942.25

18/106 Approval and signing-off of Parish Accounts for the period ended 28th February 2019. Previously circulated along with year to date spend against budget. The clerk reported Bank balance as at 28th February 2019 was **£11,243.73, less outstanding issued payments of £1,621.25 = £9,622.48**
Cllr Horsfall proposed acceptance of the accounts, seconded Cllr Wilkinson, voting unanimous in favour. The Chairman and the RFO signed the accounts.

18/107 Bank Mandate. Resolved: Cllrs Horsfall and Wilkinson to be added as signatories and once this has been completed Cllr Ricketts to be removed. Any two of the four signatories to sign payments. Members also gave written authorisation for the Clerk to collect a copy Bank statement from Nationwide as at 31 March 2019 in order to complete year end accounts. Proposed Cllr Kent, seconded Cllr Wilkinson, voting unanimous in favour.

18/108 Parish Council Lap Top. Clerk has resolved this matter.

18/109 Operation London Bridge. Clerk to contact the PCC to establish what arrangements they have in place.

18/110 CPRE Wiltshire and The Hills Group Best Kept Village Competition 2019. Resolved: Members agreed to enter Chitterne this year. Clerk to complete application form.

18/111 Boundary Review. Resolved: Not to complete the consultation.

18/112 Annual Parish Meeting of the Electorate.

Resolved: Members agreed to hold this on 13th May at 7.00pm prior to the Annual Meeting of the Parish Council, which will commence no later than 7.30pm.

18/113 Clerks training. Members noted the Clerk had undertaken the following training: -
Excel Essentials £70, WALC Finance £65 +VAT and SLCC Managing Local Council Elections webinar £30+VAT. The costs will be divided between all the councils the Clerk is employed by.

18/114 Additional Hours worked by the Clerk. Resolved: Cllr Wilkinson proposed paying the Clerk the 10 additional hours she has worked this year, seconded Cllr Horsfall, voting unanimous in favour.

18/115 Correspondence Received. Resolved: Response from Selwood Housing regarding works carried out to the cut by members, no further action at this time. For future, Clerk to write to Selwood Housing and request them to carry out works where they have responsibility.

18/116 Future Partnership Meetings

- **Warminster Area Board** – Tuesday 2 April 2019
- **Stonehenge Community Forum** – Wednesday 27 March
- **Neighbourhood Tasking Group (NTG)** – Tuesday 7 May – 6.00pm – Civic Centre
- **Local Highway Town and Parish Council Meetings** – all in May 7.00pm to 9.00pm – Chippenham 1st, Salisbury 8th, Trowbridge 15th and Devizes 22nd. (Clerk will probably attend)

18/117 Date of next meeting.

The Annual Parish meeting of the Electorate will be held on Monday 13th May at 7.00pm, followed by the Annual Meeting of the Parish Council no later than 7.30pm

The meeting closed at 8.21 pm

Approved by the Council as a true record

Signed.....Chairman Date.....

Minutes are on the Website www.chitterne.com or available from the Clerk on request.