

CHITTERNE PARISH COUNCIL

DRAFT

**Minutes of the Meeting of Chitterne Parish Council
Held at the Village Hall on Monday 16th July 2018 at 7.00 p.m.**

Present: Councillors

Barry Ricketts (Chairman), Murray Kent (Vice Chairman), Charles Horsfall, Peter Emmerson, Paul Pike, Rachel Wilkinson and Emma Webb.

In attendance: Parish Clerk Nikki Spreadbury-Clews and four members of the public.

Public Participation

Member of the public questioned whether Heras fencing was permitted on the allotment fields as they felt the permitted type of fencing was 3 strand wire or stock fencing. Clerk to check the contracts.

18/25 Acceptance of apologies for absence. Resolved: Cllr Albertsen

18/26 Minutes. The minutes of the Annual Meeting of the Parish Council held on 14th May 2018 were approved as a true record and signed by the chairman.

18/27 Dispensations and Declarations of interest. Resolved: None.

18/28 Village Hall and Cricket Field. After discussion with Richard Parkes, from the Cricket Club and Lindsay Lucas from the Village Hall, it was agreed for bookings for the cricket field to be taken by village hall and to liaise with Richard Parkes. Members of the Parish Council agreed that there will be a charge, by way of a suggested donation, for use of the Cricket Field by non-residents. This would go towards the upkeep of the grounds. Clerk to obtain Terms and Conditions and application form for approval.

18/29 Update from May Meeting.

(1) Traffic. Cllrs Ricketts and Kent met with Martin Rose from Wiltshire Council Highways, Martin advised further traffic calming would not be contemplated. It is now a matter of Police enforcement. He acknowledged the poor state of the road, pot holes, the red tarmac would be finished off this year and the contractors were to complete/make good of the inadequate works undertaken. Cllr Ricketts felt the Parish Council had exhausted all traffic calming measures at the current time within its budget restraints and if members agreed he would write to this effect in Chit Chat, all members presents agreed.

(2) Allotments. Nothing further to report.

(3) Cricket Club, Trees/grass cutting. Cllr Horsfall reported trees need work in Autumn. He read out an article to be placed in Chit Chat regarding the disposal of the bricks from the dilapidated wall. Cllr Pike proposed acceptance, seconded Cllr Emmerson, voting unanimous in favour.

Cllr Kent had received quotes for the following tree works.

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| a) Cutting down of the large dead chestnut tree. | £215.00 |
| b) Poplar tree -stem removed and pruned. | £220.00 |
| c) Willow – crown reduced by 20%. | £225.00 |

Cllr Wilkinson proposed proceeding with the works, seconded Cllr Horsfall, voting unanimous in favour.

(4) Flood Warden. Cllr Kent thanked Cllr Horsfall for cutting the grass. River clear out/village clean up arranged for Saturday 6 October.

(5) Village Hall, Footpaths. Cllr Pike reported footpath strimmed. Suggested purchase of small robust mower. Cllr Pike to speak with Roger for a second hand one.

(6) Parish Steward. Cllr Emmerson reported the Parish Steward had not placed the culvert clearing on

the verge, possibly a working party, however he had cleared it. The parish Steward had filled some pot holes.

(7) Playground. Cllr Webb reported the best quote she had received for play equipment, see saw, surfacing and installation was £8,800 inclusive of VAT, Cllr Pike proposed acceptance, seconded Cllr Emmerson, voting unanimous in favour. Cllr Ricketts will apply to the Area Board for a grant to assist with some of the cost, donations from residents have been offered, the rest to be funded by the parish Council. The Parish Council will look at any other grants available.

18/30 WW1 Commemoration. Chitterne 100 is progressing well, 50 residents responded to the consultation, with just 2 objections. The Just Giving Fundraising page has exceeded the target. Two fundraising events have been organised, Friday 14th September- Military Bingo and Friday 19 October a Talk.

18/31 Landfill Site and Village traffic. Cllr Horsfall reported the landfill site appears to be being accessed prior to 8.00am. Clerk to enquire what the licence states. Secondly HGV's contravening the weight limit, this is an enforcement issue, it has been suggested photos are taken as evidence and sent to Martin Rose at Wiltshire Council.

18/32 Planning applications Discussed:

18/02195/FUL Amended Plans. Erection of Glasshouses and associated works. East Farm, Church Lane, Codford. BA12 0PJ.

Clerk to check the amendments and liaise with previous clerk.

18/33 Accounts for Payment

It was resolved that the following cheques be approved and payments ratified, Cllr Pike proposed, seconded by Cllr Wilkinson, voting unanimous in favour.

Payments for ratification

Tusker Technology	100602	£43.80
Dupliclick Ltd	100603	£84.00
ICO	Direct Debit	£35.00

Payments for approval

HMRC PAYE Q1 Apr - June 2018	100604	£154.40
Clerks Salary Q1 Apr - June 2018	100605	£618.22
Clerks expenses & reimbursement of costs	100605	£10.33

18/34 Approval and signing-off of Parish Accounts for the period ended 30th June 2018. Previously circulated. The clerk reported Bank balance as at 30th June 2018 was £10,179.06. Cllr Horsfall proposed acceptance of the accounts, seconded Cllr Webb, voting unanimous in favour. The Chairman and the RFO signed the accounts. Clerk reported she had submitted the VAT refund for 2017/18 for £1,999.75.

18/35 Standing Orders and Financial Regulations. Based on NALC model regulations circulated prior to Meeting, the documents were taken as read. Cllr Ricketts suggested a few alterations to the Financial Regulations and to recommended adoption of the Standing Orders as guidelines. Cllr Kent proposed acceptance and adoption of the new Standing Orders and Financial Regulations, seconded Cllr Wilkinson, voting unanimous in favour.

18/36 Internal Audit. Clerk has reviewed the report, items R1, R2, R3, R5, and R7 have been completed, report updated to reflect this.

18/37 Correspondence Received. None

18/38 Meetings to consider attending: -

- **Warminster Area Board** – 6th September – Cllr Ricketts to attend.
- **CATG** – 27th September – apologies to be sent

18/39 Number of Councillors. After discussion the Clerk was asked to enquire to Electoral Services what the position/consequences are in having one too many members on the Council.

18/40 Date of next meeting.

The next Parish Council Meeting will be held on Monday 10th September 2018 at 7.00pm.

The meeting closed at 8.40pm

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.