

CHITTERNE PARISH COUNCIL

Clerk: Nikki Spreadbury-Clews

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**The Meeting of the Parish Council will be held on
Monday 9th March 2020 at 7.00pm**

All Parish Council Meetings are open to the Public and Press

1st March 2020

To All Members of Chitterne Parish Council

Dear Councillor

You are summoned to the Meeting of Chitterne Parish Council at Chitterne Village Hall, on Monday 9th March 2020 to transact the business set out below.



Nikki Spreadbury-Clews
Parish Clerk

MEETING SCHEDULE

7.00pm

Public Participation

To enable members of the public to address the Council regarding matters relating to the village.

COUNCIL MEETING AGENDA

- 1. Acceptance of apologies for absence.**
- 2. Co-option of new member.** Members to discuss and make decision on Co-option application from Mike Lucas to Chitterne Parish Council.
- 3. To approve** as a correct record, the minutes of the Meeting of the Parish Council held on 13th January 2020, copies of these minutes have been circulated.
- 4. Dispensations and declarations of interest** Council is asked to discuss any written requests for dispensation the Clerk may have received from councillors. Members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities.
- 5. Loan from Public Works Loans Board (PWLb).**

Members to discuss and make decision to: Seek approval of the Secretary of State for Communities and Local Government to apply for a loan of £400,000 up to 50 years for the purpose of facilitating the purchase of the freehold of the Kings Head public house in the village of Chitterne situated in the county of Wiltshire and to cover refurbishment required for the interior, including creating more space for an extra 10 covers, purchase of required pub furniture, an upgrade of the cellar equipment and a possible upgrade of the sewage plant.

Once purchased the public house would be let to the Chitterne Community Pub Group Ltd to enable it to remain open for the benefit of the whole community. The annual loan repayments will come to around £19,000. These will be repaid from the income derived from the lease of the Kings Head to the Chitterne Community Pub Group Ltd.

Report to Council:

The purchase of the Kings Head has arisen due to the current landlord indicating his desire to close and remain in residence, thus depriving the villagers of Chitterne of their only regular meeting place. The Chitterne Community Pub Group (CCPG) was formed and thus far has achieved:

- The acceptance of an offer of £315,000 for the freehold of the pub
- The formation of a steering group of 19 villagers and subsequently a core group of 8 villagers to work on the detail
- A public meeting and various surveys (details attached) including a Monkey Survey showed overall enthusiasm from the villagers for the project
- Detailed meetings with the Plunkett Foundation have gained the CCPG a bursary of £2500 to assist with set up costs and time has been set aside for assistance with project planning
- In discussion with Wiltshire NALC it has been established that the Parish Council would qualify for a loan application to the PWLB via the NALC for a loan of £400,000.
- Loan would cover £315,000 for the freehold and £85,000 to cover refurbishment required for the interior, including creating more space for an extra 10 covers, purchase of required pub furniture, an upgrade of the cellar equipment and a possible upgrade of the sewage plant.
- The development of a complex time line chart from start of project to completion
- A thorough business plan (attached) and budget details have been prepared
- The opening of a bank account
- A survey and a fire risk assessment has been undertaken (reports attached)

In principle the Parish Council will purchase the freehold of the Kings Head and will lease it to the CCPG who in turn will appoint a tenant to run the business in a manner agreed that would maintain the pub as a community hub as well as providing for the passing trade. The rental income from the tenant will be sufficient to cover the repayments to the PWLB, which are due on a 6-monthly basis.

6. Update on Items from previous meetings.

- i) **Allotments.** Cllr Wilkinson
- ii) **Cricket Club, Trees/grass cutting.** Cllr Kent – meeting with Bill Parkes, Wiltshire Council Highways.
- iii) **Flood Warden.** Cllr Kent
- iv) **Parish Steward.** Cllr Emmerson
- v) **Playpark.** Spring clean, signage and monthly inspections.
- vi) **Other updates.** Including Clerk updates

7. Traffic management. Members to discuss and make decision on submission of a highway's improvement request to Community Area Transport Group for the B390.

8. Green Infrastructure and Open Space collaboration and Household Survey. As per email forwarded 25 February from Wiltshire Council.

9. Internal Audit Report 2018-19 recommendations. Members to confirm the recommendations have been completed, with the following are outstanding and requiring completion.

i) **R8. Annual inspection of assets.** Members to discuss and make decision on any actions to be taken.

10. Accounts for Payment LGA 1972 s150 (5)

Members are asked to ratify four payments and approve payments listed.

Payments for ratification

Duplicquik Ltd	100676	£84.00
R Whatling	100677	£475.00
Clerks Salary (February)	100678	£248.21
HMRC (February)	100679	£6.80

Payments for Authorisation

Clerks reimbursement of expenses	£44.21
CPRE membership	£36.00
Duplicquik Ltd	£84.00

11. Approval and signing-off of parish accounts. The Clerk will present the parish accounts, along with year to date spend against budget, for the months ending 29th February 2020 for approval.

12. Bank Mandate. Members to discuss and make decision on the current signatories on the Bank mandate. Members to authorise the Clerk to collect a copy Bank statement from Nationwide as at 31 March 2020 in order to complete year end accounts in preparation for the internal auditor.

13. Better deal for Bus users. Members to discuss and make decision if they wish to respond to the Wiltshire Council briefing 20-10 as forwarded 27 February.

14. CPRE Wiltshire and The Hills Group Best Kept Village Competition 2020. Members to discuss and make decision as to whether to enter the village, as per information forwarded 17 February.

15. Correspondence received.

16. Future Partnership meetings:

- **Warminster Area Board** – 30 April 7.00pm- Civic Centre, Warminster. Members of the public welcome.
- **CATG** – 18 June

Advance notice of Local Highways Town and Parish meetings.

04/05/20	Chippenham – Council Offices Monkton Park
11/05/20	Trowbridge – County Hall
18/05/20	Devizes – Kennet House
22/05/19	Salisbury – To Be Confirmed

17. Clerks Annual Leave. To be noted the Clerk will be on annual leave from 11th March to 20th March 2020.

18. Date of next meetings

Annual Parish Meeting of the Electorate Monday 18th May 2020 at 7.00pm, followed by Annual meeting of the Parish Council Monday 18th May 2020 starting at 7.30pm at the latest.

The minutes of this meeting will be available to all members of the public from the village website www.chitterne.com or by contacting the Parish Clerk.