

# CHITTERNE PARISH COUNCIL

Clerk: **Nikki Spreadbury-Clews**

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**Meeting of Chitterne Parish Council to be held online  
on Monday 9<sup>th</sup> November 2020 at 7.00pm**

**All Parish Council Meetings are open to the Public and Press**

**2<sup>nd</sup> November 2020**

**To All Members of Chitterne Parish Council**

Dear Councillor

You are summoned to the Meeting of Chitterne Parish Council being held online on Monday 9<sup>th</sup> November 2020 via Zoom to transact the business set out below.



Nikki Spreadbury-Clews

Parish Clerk

**Join Zoom Meeting via the internet by going to**

<https://us04web.zoom.us/j/76001821710?pwd=ZmF5SUozNkx2dUNxc21UMXZoQU8vUT09>

**Meeting ID: 760 0182 1710**

**Passcode: 633K9b**

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## 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. To approve** as a correct record, the minutes of the Council meeting held on 24<sup>th</sup> August 2020, copies of these minutes have been circulated.
- 3. 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.
- 4. Updates on Items from previous meetings.**
  - i) Allotments.** Request from Hayley Hughes, plot 10, if they can have an additional small shed on the plot.
  - ii) Cricket Club, Trees/grass cutting.** To include tree on playing field
  - iii) Parish Steward.** Cllr Emmerson
  - iv) Flood warden replacement**
  - v) Other updates.**

5. **Play Park.**
  - 1) **Members to discuss and make decision** on any actions following the RoSPA Safety Inspection Report as forwarded 27 October 2020.
  - 2) **Cllr Booth** to update and report to members on the monthly risk assessments.
6. **The addition of new members to the Parish Council.**
7. **Mobile Phone signal update.**
8. **The Kings Head update.**
9. **Traffic update.**

*In view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw.*

**10. Clerks Salary award 2020/2021.** NALC published the National Salary Award for 2020/2021 on 26 August 2020. **Members to discuss and approve** Clerks Salary with effect from 1 April 2020.

**11. Accounts for Payment LGA 1972 s150 (5)**

Members are asked to ratify seven payments and approve three payments listed.

**Payments for ratification**

Dupliciquick Ltd	100699	£476.00
Wiltshire Council	100700	£166.00
Clerks Salary (September)	100701	£255.01
ADE Cameron	100702	£89.99
Clerks Salary (October)	100703	£255.01
Dupliciquick Ltd	100704	£84.00
Chitterne Village Hall	100705	£107.94

**Payments for authorisation**

Playsafety Ltd	100706	£128.40
N Spreadbury-Clews (expenses)	100707	£42.79
Dupliciquick Ltd	100708	£84.00

**12. Approval and signing-off of parish accounts.** The Clerk will present the parish accounts for the month to 31<sup>st</sup> October 2020 for approval.

**13. Allotment Rental review.** Members to discuss and make decision for the allotment rental fees for April 2022.

**14. Budget and Precept Proposals 2021/2022. Members to discuss and make decision on** budget proposals and precept request for 2021/22. Clerk previously forwarded up to date accounts, finance prediction for 31 March 2021 and draft budget for 2021/22 for members perusal. Ear marked reserves to be reviewed ensuring their purpose is still required and there is a timed plan to use them.

**15. Internal Audit Report 2019/2020.**

**R1. Complaints Procedure.** Circulated prior to meeting for members perusal. The document will be taken as read. **Members to approve and adopt the Complaints Procedure.**

**R4. Business Continuity Financial Procedures.** Circulated prior to meeting for members perusal. The document will be taken as read. **Members to approve and adopt the Financial Procedures.**

**16. Chitterne resilience group response to the latest Coronavirus lock down as announced by the Government on 31 October 2020.**

**17. Correspondence.** Clerk to advise.

**18. For noting - the following planning applications were returned 'No comment – no meeting held'**

**20/08188/VAR** Variation of condition 6 of 20/02839/FUL relating to vehicle Movements. Chitterne Dairy, Shrewton Road, Chitterne, BA12 0LJ

**20/09019/TCA** Sycamore -remove lower branches. 101 Chitterne, Warminster, Wiltshire, BA12 0LJ

**19. Planning Decisions from Wiltshire Council for noting:**

**20/06304/TCA** T1 - Elder - removal of small tree for repairs to chalk wall T2 - Hazel - removal of bush for repairs to chalk wall. Glebe House 107-108 Chitterne Warminster Wiltshire BA12 0LJ.  
Wiltshire Council decision – No objections

**20/06082/PNCOU** Village Barn, Shrewton Road, Chitterne, BA12 0LN - Change of use of Agricultural Barn to a Dwelling (Class Q). Wiltshire Council decision – Prior approval granted

**The following applications were returned 'No comment – no meeting held'**

**20/06683/TCA** T1 - Apple tree – fell. 107-108 Glebe House, Chitterne, BA12 0LJ. Wiltshire Council decision – No objections

**20/07676/TCA** T1 & T2 - 2 x Laburnum trees – fell. 22 Townsend, Chitterne, Warminster, Wiltshire, BA12 0LF. Wiltshire Council decision – No objections

**20. For noting licence to sell Alcohol.** The Licensing Authority application from Elaine Timoney for a new premise licence at Bow House, Chitterne, Warminster, BA12 0LG was approved.

**21. Meetings to attend:**

**i) Warminster Area Board** will be held on **Thursday 12 November 2020 at 6.00pm**. Please note that this will be a remote meeting that will take place online using Microsoft Teams.

**ii) Andrew Murrison – Tuesday 24 November 2020 at 10.00am.** to be held online via Microsoft Teams

**22. Date of next meeting**

Members are asked to note the next meeting of Chitterne Parish Council will be held on Monday 11<sup>th</sup> January 2021 at 7.00pm to be held online via Zoom.

The minutes of this meeting will be available to all members of the public from the village website [www.chitterne.com](http://www.chitterne.com) or by contacting the Parish Clerk.