

CHITTERNE PARISH COUNCIL

DRAFT

Minutes of the Meeting of Chitterne Parish Council Held at the Village Hall on Monday 9th March 2020 at 7.00pm.

Present: Councillors

Murray Kent (Chairman), Jo Booth, Peter Emmerson, Virginia Neal and Rachel Wilkinson. Mike Lucas joined the meeting after being co-opted after minute 19/100

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

Public Participation

No members of the public wished to speak

Meeting of the Parish Council

19/99 Acceptance of apologies for absence. Resolved: Cllr Horsfall

19/100 Co-option of a member. An application for co-option to Chitterne Parish Council had been received from Mike Lucas. Cllr Emmerson proposed approval of the application from Mike Lucas, seconded Cllr Wilkinson, voting unanimous in favour. Mike signed the declaration of acceptance of office and joined the meeting.

19/101 Minutes. The minutes of the Parish Council meeting held on 13th January 2020 were approved as a true record and signed by the Chairman.

19/102 Dispensations and Declarations of interest. Resolved: The following dispensations had been received and were approved for this meeting on the grounds that granting the dispensation is in the interests of persons living in the authority's area and that the council considers that it is otherwise appropriate to grant a dispensation.

- 1) Cllr Murray Kent** to Chair and vote on the proposal to seek a loan from the Public Works Loan Board.
Proposed Cllr Lucas, seconded Cllr Booth, voting unanimously in favour.
- 2) Cllr Rachel Wilkinson** to vote on the proposal to seek a loan from the Public Works Loan Board.
Proposed Cllr Lucas, seconded Cllr Neal, voting unanimously in favour
- 3) Cllr Peter Emmerson** to vote on the proposal to seek a loan from the Public Works Loan Board.
Proposed Cllr Lucas, seconded Cllr Booth, voting unanimously in favour

19/103 Loan from Public Works Loans Board (PWLB). LGA 1972 s124.

Further to the public meeting held on 6 March 2020 (with 86 members of the public attending) and voting forms sent, 129 responses were received from residents with 100% voting in favour of the Parish Council applying for the loan to retain the pub as a community pub asset. (2011 census states 307 residents)

Resolved: It was resolved 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.

Cllr Lucas proposed the motion of the loan from PWLB, seconded Cllr Booth, voting unanimously in favour.

19/104 Update on Items from previous meetings.

- i) **Allotments.** Clerk has issued annual invoices including a reminder for tenants to maintain their allotments as per their tenancy agreement. Cllr Wilkinson will look into supply of water.
- ii) **Cricket Club, Tress/grass cutting.** Trees around the playing field have been reduced. Cllr Kent had met with Bill Parkes from highways and unitary Cllr Newbury regarding the trees along the cut and where the responsibility lies, a productive meeting and investigations will continue. Cllr Neal had attended an Ash Die Back meeting held by the Defence Infrastructure Organisation (DIO). Some actions for Parish Council to undertake which Cllr Neal will look into.
- iii) **Flood Warden.** This is now undertaken by Barry Rickets. The cut is running well. Pumps are working. Village Hall have/working on an emergency plan should residents need to leave their homes.
- iv) **Parish Steward.** Currently working on pot holes across the county.
- v) **Play park.** Cllr Booth handed the monthly checks sheets to the Clerk, no issues had been identified. Clerk had received one quote for signage at £45.77 inclusive of delivery and VAT, she will obtain another.
- vi) **Other updates.**
 - Response from DIO regarding byway CHIT10. 'In regards to your concern over Chitterne 10 – the route of the Imber Per Path (IPP) has been updated to avoid this section of byway:
 - due to its condition,
 - to improve segregation of IPP users from off-road vehicular traffic
 - to avoid the nasty bend on the B390.

The IPP now follows the route described by the red dots on the plan provided.'

Clerk will follow up with rights of Way.

- Response regarding the worn red patching on the B390 – 'The Area Engineer has been informed of your request. This will be picked up on the next program of lining.'
- Lyons Seafoods response concerning delivery vehicles transiting through the village – 'I understand your concern regarding large vehicles travelling through the village rather than the A36, and we are happy to support you in efforts to encourage use of the A36. We will contact our suppliers again and reconfirm that they should use the A36 to access our site, and not access our site via Chitterne.'
Bobby Rideout, who is in charge of the Lyons site at Codford, telephoned he is happy to take calls from residents regarding any vehicles using the village to access the Codford site tel 01985 85132. Cllr Lucas will place a notice in Chit Chat.

19/105 Highways Improvement. Resolved: Members requested a highways improvement request be submitted to Community Area Transport Group (CATG) for a traffic order banning buses (with an exemption for local buses) on the B390. Clerk will submit.

In the meantime a log of the buses transiting through the village will be collated by Cllr Neal, please report by email to avirginianeal@gmail.com

19/106 Green Infrastructure and Open Space collaboration and Household Survey. Clerk to respond with one amendment.

19/107 Internal Audit Report 2018-19 recommendations. The remaining recommendation R8. Annual inspection of assets has been completed by Cllr Kent; no issues were identified.

19/108 Accounts for Payment LGA 1972 s150 (5)

It was resolved five payments were ratified and six payments approved, Cllr Wilkinson proposed, seconded by Cllr Neal, voting unanimously in favour.

Payments ratified

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

Payments authorised

Clerks reimbursement of expenses	100680	£44.21
CPRE membership	100681	£36.00
Duplicity Ltd	100682	£84.00
Chitterne New Village Hall	100683	£71.44
N Spreadbury-Clews	100684	£248.01
HMRC	100685	£7.00

19/109 Approval and signing-off of Parish Accounts for month ending 29th February 2020.

As previously circulated, along with year to date spend against budget. The clerk reported Bank balance as at 29 February 2020 was **£8,801.70**.

Resolved: The accounts were approved. Proposed Cllr Wilkinson, seconded Cllr Neal, voting unanimously in favour. The Chairman and Clerk signed the accounts.

19/94 Bank Mandate. Resolved: Members gave written authorisation for the Clerk to collect a copy Bank statement from Nationwide as at 31 March 2020 in order to complete year end accounts. Members resolved to maintain the current three signatories on the Bank mandate as confirmed by the Bank 21 May 2019.

19/95 Better deal for Bus users Wiltshire Council briefing 20-10. Resolved: Clerk to advise Wiltshire Council the Parish would like to retain the existing bus services and see no further cuts to the service.

19/93 CPRE Wiltshire and The Hills Group Best Kept Village Competition 2020. After discussion members agreed not to enter this year.

19/96 Correspondence received. Clerk had received a request from Scottish & Southern Electricity Networks (SSEN) to attend a meeting to give a talk on how they can help parishes and particularly residents who may be in need of extra support during a prolonged power cut. Clerk to invite them to the May meeting.

19/97 Future Partnership meetings:

- **Warminster Area Board** – 30 April 7.00pm- Civic Centre, Warminster. Members of the public welcome. – Cllr Emmerson and Cllr Lucas hope to attend.
- **CATG** – 18 June – Cllr Neal hopes to attend

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
22/05/20	Salisbury – To Be Confirmed – Cllr Kent and Cllr Neal hope to attend.

19/98 Clerks Annual Leave. Noted the Clerk will be on annual leave from 11th to 20th March 2020.

19/99 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 no later than 7.30pm.

The meeting closed at 8.50pm. 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.