

CHITTERNE PARISH COUNCIL

Minutes of the Meeting of Chitterne Parish Council Held remotely via Zoom on Monday 9th November 2020 at 7.00 p.m.

Present: Councillors

Murray Kent (Chairman), Peter Emmerson, Charles Horsfall, Mike Lucas, Virginia Neal and Rachel Wilkinson.

In attendance: Parish Clerk Nikki Spreadbury-Clews, Cllr Newbury (Unitary Councillor). No members of the public.

Public Participation

None

20/64 Acceptance of apologies for absence. Resolved: Cllr Booth.

20/65 Minutes. The minutes of the Council meeting held on 24th August 2020 were approved as a true record and will be signed by the Chairman at a future date.

20/66 Dispensations and Declarations of interest. Resolved: Cllr Wilkinson regarding the allotment rental review.

20/67 Updates from previous meetings.

- i) Allotments. Members approved the** request from Hayley Hughes, plot 10 to have an additional small shed on the plot, subject to Cllr Wilkinson checking the siting of the shed.
- ii) Cricket Club, tress/grass cutting.** Cllr Horsfall advised one tree required pollarding and three trees are dead, one quote had been received and circulated for the pollarding, a second quote had been received after publication of the agenda. The quotes will be included at the next meeting for approval; however, approval was given in principle. Clerk suggested a professional tree survey was carried out on a regular basis in line with Parish Council and insurance responsibilities.
- iii) Parish Steward.** Cllr Emmerson advised pot holes and some gullies had been completed, further gullies to be done on next visit. Selwood had repaired the road at Abdon Close.
- iv) Flood Warden replacement.** Paul Jones has kindly volunteered to take over the flood warden role from Barry Ricketts when he steps down. Cut clearance is scheduled for December.
- v) Other Updates.** Parking on the pavement on Shrewton Road has reduced since a visit from local PCSO.

20/68 Play Park

- i) Annual RoSPA Safety Inspection Report.** The report had been circulated to members prior to meeting for members perusal and was taken as read. Members confirmed the redundant basketball post to be removed otherwise the report did not indicate any immediate actions and recommendations will be monitored.
- ii) Monthly risk assessments.** Cllr Kent to check with Cllr Booth that these are still being carried out.

20/69 The addition of new members to the Parish Council. Although no vacancies at present, Cllr Emmerson's neighbour(s) may be interested, should a vacancy occur.

20/70 Mobile Phone signal update. Cllr Kent continues to pursue Mobile UK for information on how mobile phone providers can use the EE emergency mast recently installed. It was suggested that residents lobby their own mobile providers as well.

20/71 The Kings Head update. Members wish to proceed with the application for a Public Works Loans Board loan as per meeting of 9th March 2020 resolution minute reference 19/103 for the purchase of the Kings Head. The application had been placed on hold due to the coronavirus pandemic.

At 7.44pm the Zoom meeting disconnected; members were asked to re-join.

At 7.49pm with all members re-connected the meeting continued.

20/72 Traffic update. Cllr Lucas suggested the Police carry out speed checks or install a speed camera. Cllr Newbury advised the Police and Crime Commissioner election is next May and suggested the Parish Council speak with the possible candidate, Jonathon Seed, Cllr Lucas to follow through.

Further to the August meeting the Clerk had written to the Parish Councils affected by A303 rat running, responses had been received from all but one, who were interested in forming a joined-up approach. Clerk to approach Peter Bingley for a meeting.

20/73 Clerks Salary award 2020/2021. Noted in confidential minutes.

20/74 Accounts for Payment LGA 1972 s150 (5)

Resolved: Seven payments were ratified and three payments approved as listed, Cllr Horsfall proposed, seconded by Cllr Lucas, voting unanimous in favour.

Payments ratified

Dupliquick 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
Dupliquick Ltd	100704	£84.00
Chitterne Village Hall	100705	£107.94

Payments authorised

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

20/75 Approval and signing-off of Parish Accounts for the months to 31 October 2020. Previously circulated, along with year to date spend against budget to 31 October 2020. The clerk reported Bank balances as at 31 October 2020

Bank account £13,725.06

Less outstanding payments £ 383.41

Balance £13,341.65

Resolved: The accounts were approved. Proposed Cllr Wilkinson, seconded Cllr Neal, voting unanimous in favour. The Clerk signed the accounts and will be signed by the Chairman at a future date.

20/76 Allotment Rental Review. Members agreed there would be no increase in allotment rents for the financial year 2022/2023. To be reviewed November annually, with any increase requiring a year's notice to the tenants. Proposed Cllr Emmerson, seconded Cllr Neal, voting unanimous in favour with Cllr Wilkinson being ineligible to vote.

20/77 Budget and Precept Proposals 2021/2022. Members approved the previously forwarded finance prediction as at 31 March 2021 and slightly adjusted budget expenditure for 2021/22.

Ear marked reserves:

Tree maintenance increase to £1000.00.

General reserves to be £2500.00

Carry forward remaining funds to general reserves, predicted to be approx. £2,240.

Other reserves to remain same.

Cllr Lucas proposed precept for 2021/22 of £9,800 (remaining same as 2020/21), seconded Cllr Horsfall, voting unanimous in favour.

20/78 Internal Audit Report 2019/2020.

R1. Complaints Procedure. Circulated prior to meeting for members perusal.

R4. Business Continuity Financial Procedures. Circulated prior to meeting for members perusal.

Both documents were taken as read.

Resolved: Members approved and adopted the Complaints Procedure and the Business Continuity Financial Procedures. Proposed Cllr Kent, seconded Cllr Neal, voting unanimous in favour.

20/79 Chitterne resilience group. The group has reformed to respond to any residents requiring support during the latest Coronavirus lock down as announced by the Government on 31 October 2020.

20/80 Correspondence. Noted

20/81 Noted: 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

20/82 Planning Decisions from Wiltshire Council noted:

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

20/83 Noted: The Licensing Authority application from Elaine Timoney for a new premise licence at Bow House, Chitterne, Warminster, BA12 0LG was approved.

20/84 Meetings to consider attending:

i) **Warminster CATG:** Remotely via Microsoft Teams on Thursday 12 November 2020 at 10.00am.

ii) **Warminster Area Board:** Remotely via Microsoft Teams on Thursday 12 November 2020 at 6.00pm.

iii) **Andrew Murrison:** Remotely via Microsoft Teams on Tuesday 24 November 2020 at 10.00am.

20/85 Date of next meeting.

There will be an extra meeting on Monday 7th December at 7.00pm with the next planned meeting on Monday 11th January 2021 at 7.00pm, both to be held remotely via Zoom.

The meeting closed at 8.24pm.

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.