

## CHITTERNE PARISH COUNCIL

### **Minutes of the Annual Meeting of Chitterne Parish Council Held at the Village Hall on Monday 14<sup>th</sup> May 2018 at 7.30 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, Cllr Christopher Newbury (Unitary Member) and three members of the public.

#### **Public Participation**

None

#### **Meeting commenced at 8.10 pm**

**18/1 Election of Chairman.** Cllr Emmerson proposed Cllr Ricketts, seconded Cllr Kent, voting unanimous in favour.

**18/2 Election of Vice Chairman.** Cllr Wilkinson proposed Cllr Kent, seconded Cllr Horsfall, voting unanimous in favour.

**18/3 Acceptance of apologies for absence. Resolved:** Cllr Albertsen

**18/4 Minutes.** The minutes of the Full Council meeting held on 12<sup>th</sup> March 2018 were approved as a true record and signed by the chairman.

**18/5 Dispensations and Declarations of interest. Resolved:** None.

**18/6 Roles and Responsibilities:** Members agreed to continue with their existing roles and responsibilities.

#### **18/7 Update from March Meeting.**

- (1) Traffic.** Cllr Ricketts is meeting with Wiltshire Council highways engineer shortly.
- (2) Allotments.** Cllr Wilkinson reported Wessex Water forms to be completed. Clerk reported two outstanding allotment invoices, she will chase. Internal Audit reported rent review, this will take place in November when reviewing the budget/precept requirements.
- (3) Cricket Club, Trees/grass cutting.** Cllr Horsfall reported grass cut, works had commenced on trees. Suggested bricks adjacent to MOD field be made available to villagers for a donation. Cllr Horsfall to write article for Chit Chat.
- (4) Flood Warden.** Cllr Kent reported the works carried out in Autumn had ensured the water had flowed.
- (5) Village Hall, Footpaths.** Cllr Pike reported some footpaths had been attended to and more would be. Members thanked Jo Parker for the donation of a strimmer.
- (6) Parish Steward.** Cllr Emmerson reported the Parish Steward has been on pot hole and grass cutting duties and should be back in June.
- (7) Playground.** Cllr Webb reported further quotes for see saw and a multiply would be sought. The Climbing frame, goal posts and nets have been taken out of use as they are no longer fit for purpose. Disclaimer signage to be purchased. Bird spikes to go up this week.

**18/8 Commemorative Tree Planting End of World War I.** Members discussed and agreed to a village event, with planting of a commemorative tree and plaque. Proposed Cllr Emmerson, seconded Cllr Horsfall, voting unanimous in favour.

**18/9 Planning applications Discussed:**

**18/02195/FUL** Erection of Glasshouses and associated works. East Farm, Church Lane, Codford. BA12 0PJ  
Cllr Ricketts proposed objecting to the application with the following reasons and requested a site meeting with the planning officer to discuss the application. The objection was seconded by Cllr Pike, voting 6 in favour of objection, with abstaining.

- Continuation of industrial scale development in highly visible position within the unspoilt countryside.
- Size of site has been increased
- **Effect on landscape** surrounding Chitterne played down in visual report
- Height of glass houses 6.9 meters. These will be visible from B390, byways and bridle paths to north and north west of Chitterne. Chitterne PC note that the ground level will be reduced to remove 'stepping' of glasshouses. **Suggest that further excavation is carried out to lower levels further to ensure that glasshouses are completely hidden by bund.**
- **Light pollution** – biodigester already causes light pollution at night due to external lights in its highly visible position on the high ground. Additional external lighting is planned for the glasshouse development this will add to light pollution and its effect on the **dark skies** of Salisbury Plain and Chitterne village. Several complaints have been made by Chitterne PC re lights on the biodigester causing nuisance at night. Especially during cloudy weather conditions, the orange lighting is highly visible in Chitterne and surrounding area.
- **Reflection from glass** – it is specified that glass that reduces reflection will be sun. However, judging from the examples of the glass, some reflection is inevitable.
- **Traffic** – there is no mention of the number of expected daily/weekly LGV movements proposed down to and along the C22 Codford Road. What will be done to prevent/discourage traffic from heading north up the C22 to Chitterne? This part of the road is unsuitable for any additional large traffic.
- Wiltshire Council should have insisted on proper access direct to the A36 for all traffic heading to and from this development
- HGV traffic visible on the skyline – this development will add to this

**18/03167/FUL** Erection of Ground Mounted Photovoltaic Solar Panels/Energy Production Arrays. Landscaping and Associated Works. Clay Pit Hill, Codford Down, East Farm, Codford. BA12 0PJ. No Comment

**18/10 Planning Decisions noted:**

**18/01103/FUL** Erection of a 4 m x 3 m garden shed with 2 m high panel fence surrounding the shed with gates to the shed and rear garden. Replace a small section of hedge by extending existing fencing. Erection of a 1 m high two bar post and rail fence and 5 bar gate to front boundary. Compton End 98 A Codford Road Chitterne BA12 0LD. Approved with conditions.

**18/02819/TCA** T1 - Copper Beech tree - prune by 2m –3m overall T2 - Beech tree – reduce height by 4m - 6m and shape T3 – Beech tree - reduce height by 4m - 6m and shape T4 - Yew tree - prune away from cables by 2m. Clump Cottage Chitterne Warminster BA12 0LL. No Objections.

**18/00530 FUL** Timber garden summerhouse to rear property of garden. Glebe House 107-108 Chitterne. BA12 0LJ. Approved with Conditions.

**18/11 Asset Register.** List of Assets previously circulated were agreed with the goal posts and multiply removed, as they are no longer useable. Cllr Webb will review inspection requirements of the playground equipment, other items to be reviewed during the year.

**18/12 Council Insurance renewal.** Members considered two quotes from existing insurers Community First and Came & Company. Cllr Kent proposed accepting the Insurance with Came and Company on a 3-year long term agreement at £357.29 per year, with the only increase being Insurance Premium Tax, should that be increased. Seconded Cllr Emmerson, voting unanimous in favour.

**18/13 Accounts for Payment**

It was resolved that the following cheques be approved, Cllr Kent proposed, seconded by Cllr Emmerson, voting unanimous in favour.

N Spreadbury-Clews expenses stamps	100594	£13.44
WALC subscription	100595	£123.19
Dupliquick Limited (two invoices)	100596	£168.00
Auditing Solutions Ltd	100597	£240.00
Wiltshire Council (Allotments)	100598	£166.00
Chitterne Village Hall (contribution towards Wi-Fi as per minute 800/73 8 <sup>th</sup> May 2017)	100599	£126.99
Roger Watkins	100600	£72.85
Insurance	100601	£357.29

**Receipts**

Wiltshire Council Precept	£8,095.70
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**18/14 Approval and signing-off of Parish Accounts for year ended 31<sup>st</sup> March 2018.** Previously circulated. The clerk reported Bank balance as at 31<sup>st</sup> March was £4,517.88 less outstanding cheques £1,1295.79 equalling £3,222.09. The balance as at 30<sup>th</sup> April 2018 was £11,512.79. Cllr Emmerson proposed acceptance of the accounts, seconded Cllr Kent, voting unanimous in favour. The Chairman and the RFO signed the accounts.

**18/15 Internal Audit completed by Auditing Solutions Ltd.** Previously circulated. Members agreed to the recommended actions. Proposed Cllr Emmerson, seconded Cllr Wilkinson, voting unanimous in favour.

**18/16 Clerks Salary.** Cllr Webb to check the calculations and once agreed payment to proceed, proposed Cllr Horsfall, seconded Cllr Emmerson, voting unanimous in favour.

**18/17 The Annual Governance and Accountability Return 2017/18 Certificate of Exemption.** Previously circulated. Members agreed the Certificate of Exemption. Cllr Horsfall proposed acceptance, Cllr Emmerson seconded, voting unanimous in favour. The Chairman and RFO signed the statement.

**18/18 The Annual Governance and Accountability Return 2017/18 Part 2. Section 1 – Annual Governance Statement 2017/18.** Previously circulated. The members agreed to answer Yes to all the statements, except number 9 which is not applicable. Cllr Wilkinson proposed acceptance of the Governance statement, Cllr Emmerson seconded, voting unanimous in favour. The Chairman and RFO signed the statement.

**18/19 The Annual Governance and Accountability Return 2017/18 Part 2. Section 2 – Accounting Statements 2017/18.** Previously circulated. The members agreed the Accounting Statement, Cllr Wilkinson proposed acceptance, Cllr Horsfall seconded, voting unanimous in favour. The Chairman and RFO signed the statement.

**18/20 Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return.** Members agreed the dates of 11<sup>th</sup> June to 20<sup>th</sup> July 2018.

**18/21 Localism Act 2011 – Standards.** Members had received the letter issued by Wiltshire Council 13<sup>th</sup> April 2018. Members will adopt the Wiltshire Council Code of Conduct, Clerk to forward copy to Wiltshire Council and members. Proposed Cllr Wilkinson, seconded Cllr Emmerson, voting unanimous in favour. Members to update their own Register of Interests on the Wiltshire Council website, clerk to send the link and the passcode.

**18/22 General Data Protection Regulation (GDPR).** NALC have reported the Government has tabled an amendment to its own Data Protection Bill to exempt all parish and town councils and parish meetings in England the requirement to appoint a Data Protection Officer(DPO) all other measures will apply.

**18/23 Meetings to consider attending: -**

- **Neighbourhood Tasking Group (NTG)** – Tuesday 15<sup>th</sup> May – Cllrs Ricketts and Kent attending.
- **Local Highway Town and Parish Meetings** – 23<sup>rd</sup> May - Kennet House, Devizes.
- **CATG** – Thursday 7<sup>th</sup> June – 10.00am.
- **Town and Parish Council Training & Networking Day** - Friday 15 June – 9.00am – 4.00pm Trowbridge Civic Centre.
- **Warminster Area Board** – 21<sup>st</sup> June –7.00pm - Civic Centre Warminster

**18/24 Date of next meeting.**

The next Parish Council Meeting will be held on Monday 16<sup>th</sup> July 2018 at 7.00pm.

The meeting closed at 9.30pm

Approved by the Council as a true record

Signed.....Chairman                      Date.....

Minutes are on the Website [www.chitterne.com](http://www.chitterne.com) or available from the Clerk on request.