

CHITTERNE PARISH COUNCIL

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Minutes of the Annual Meeting of Chitterne Parish Council Held remotely via Zoom on Monday 20th July 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 and no members of the public.

Public Participation

None

Meeting commenced at 7.00 pm

20/25 Acceptance of apologies for absence. Resolved: Cllr Booth and Unitary Councillor Newbury

20/26 Minutes. The minutes of the Council meeting held on 18th May 2020 were approved as a true record and will be signed by the Chairman at a future face-to-face meeting once restrictions have been lifted.

20/27 Dispensations and Declarations of interest. Resolved: Cllrs Kent and Emmerson in respect of Kings Head and the Plunkett Foundation bursary.

20/28 Updates from previous meetings.

- i) Cricket Club, tress/grass cutting.** Cllr Horsfall advised first cricket match took place on Sunday, a couple of trees still require attention, suggested a skip to remove rubble, masonry, some ash with nails, excess play matting, approx. cost £250. Horningsham would like to use the ground on Sunday 26th July for cricket from 1pm to approx. 6.30pm, they are to have their own insurance and are making a donation of £100.
- ii) Parish Steward.** Cllr Emmerson advised the Parish Steward was called away on last visit. Cllr Wilkinson advised the Byway CHIT10 is unusable, overgrown and ruts, Clerk to report to Rights of Way.
- iii) Flood Warden.** Cllr Kent advised Barry Ricketts wishes to step down from flood warden as soon as possible, Cllr Kent will place an ad in Chit Chat. If anyone is interested in supporting the local community and would like further information please contact the Parish Council.
- iv) Other Updates.**
 - Insurance premium paid – they would not reduce the premium.
 - Bank Account – electronic payments. Current bankers do not offer a suitable account for Parish Council with the facility of electronic payments.
 - Programme to purchase outdoor adult fitness equipment. Sources of funding – area board, national lottery, Waitrose and others can be found here.
<https://ocm.wiltshire.gov.uk/warminster/areaboard-grant-sticky-post/>
 - Residents' concerns over removal trees and groundworks on nearby land – they have since spoken with the owners.
 - Abdon Close – Selwood Housing have confirmed contractors are due mid-August to repair the damaged road.

20/29 Allotments. Plot 1 has been vacated. There are four people on the waiting list.

Resolved: After discussion members agreed to offer the plot to the first people on the waiting list with effect from 1st August 2020, however as the land has not been cultivated or maintained they would not be required to make a payment until 1st April 2021, i.e. the start of the new allotment year, to enable time to prepare the ground for the new growing season.

20/30 Reopening of Playground.

Following the closure of the playground in March due to Government Covid-19 restrictions, it was announced they could reopen from 4th July 2020. The Clerk had carried out a general risk assessment, a Covid-19 report, risk assessment and signage.

The Clerk has costed permanent general entrance signage at approx. £46, depending on size.

Resolved: Members approved the general risk assessment, the Covid-19 report, risk assessment and signage, two general entrance signs maximum cost £50 each. Cllr Neal proposed reopening of the playground on this basis, seconded Cllr Wilkinson, voting unanimous in favour.

20/31 Dog waste/litter bins. The Wiltshire Council public litter bin replacement scheme has ended. No new bins will be provided free of charge, existing arrangements will continue.

Costing for bins from Broxap. 50 litre waste bins to attach to a post = £49+VAT + carriage. 90 litre free standing bin = £129 + VAT + carriage. Cost for emptying - Hurdcott Landscapes Ltd two bins would cost £5 per bin twice a month, the more bins they empty the cost reduces.

Postponed to a future meeting.

20/32 The Kings Head.

- i) Cllr Emmerson, chair of the Chitterne Community Pub Group (CCPG) updated members. The Public Works Loan Board (PWLB) are still available to the Parish Council. The CCPG placed the purchase on hold due to Covid-19, however are still keen to purchase. It is reported the pub is now closed, which will have implications of Vat being payable on the purchase. CCPG have a remote meeting on 21 July, they are considering another village questionnaire to establish residents' thoughts. Cllr Neal felt the Parish Council should consider the borrowing very carefully in the current situation/climate. Cllr Lucas advised the sewage plant was surveyed and does not meet current guidelines and will therefore require replacement.
- ii) The CCPG had found an alternative to the Parish Council for processing the Plunkett Foundation bursary of £2,224.00 and reimbursement of costs to members of the CCPG, including Cllr Kent £474.00 and Cllr Emmerson £1200.00, due to the Parish Council being restricted by its legal powers. Cllr Kent requested it be minuted that WALC were not helpful in allowing the Parish Council to accept the monies.

20/33 Mobile phone signal. EE are installing a mobile phone mast at Chitterne Dairy and it is hoped other providers will be able to use the mast and provide mobile phone networks to the village. Cllr Wilkinson will contact EE and Cllr Neal will contact Vodaphone to establish how this can be achieved.

Cllr Murray advised there is a notice in the public telephone box advising the service is to be removed, the notice gives 42 days to comment. As there is no mobile phone signal in the village, the Parish Council will object to its removal, Clerk to contact Wiltshire Council.

20/34 Walking on the Plain. Walkers are walking across farm land as opposed to the designated rights of way. Members were asked to consider how this behaviour can be changed.

20/35 Wiltshire Council communications during Covid-19. Cllr Kent wanted to express how impressed he was with the communications from Wiltshire Council during Covid-19, especially after speaking with a friend, who is a Councillor in another county, who received very little information. Clerk to email Wiltshire Council and thank them.

20/36 Knook junction A36/B390. Poor line of vision due to overgrown verges. The area falls partly under the control of Wiltshire Council, who responded quickly and Highways England, who were not so co-operative to begin with. It has since been cut.

20/37 Low flying helicopters. Complaint received from residents, escalated to RAF, who have two months to reply.

20/38 Community Area Transport Group (CATG). Included in the CATG agenda are: -
i) Chitterne's request regarding a coach ban on B390 with exemption for local buses.
ii) Heytesbury's request for safety improvements to the B390/A36 junction at Knook.
CATG are holding a remote meeting on 13th August. Cllrs Neal and Kent are going to join it.

20/39 Planning applications. Resolved:
(Please note: in planning matters the Parish Council acts as consultee of the Principal Authority, the Principal Authority being the deciding Body)

Planning responded 'no comment- no meeting held'

20/04271/TCA Conifer (T1) - Fell due to low amenity value and size Willow (T2- 5) - Fell due to low amenity value and poor form. 75 Shrewton Road, Chitterne, BA12 0LN

20/40 Planning decisions from Wiltshire Council noted.

20/01575/LBC Replace roof tiles with Phalempin Clay Tiles to repair current leak. Manor Farm House, Chitterne, Warminster, Wilts, BA12 0LG. Wiltshire Council decision- Approved with conditions.

20/04493/LBC Alterations to design, to include proposed rooflights, fenestration & link structure. Land West of The Manor, Chitterne, Chitterne, BA12 0LJ.
Wiltshire Council decision – Approved with conditions. (decision given 30.06.2020 despite consultation open until 17.07.2020)

20/41 Accounts for Payment LGA 1972 s150 (5)

It was resolved one payment was ratified and two payments approved, Cllr Horsfall proposed, seconded by Cllr Neal, voting unanimous in favour.

Payments to be ratified

Clerks salary (June)	100696	£255.01
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Payments for approval

Clerks Salary (July)	100697	£255.01
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Clerks expenses	100697	£22.50
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20/42 Approval and signing-off of Parish Accounts for the months to 1 July 2020. Previously circulated, along with year to date spend against budget for 1 July 2020. The clerk reported Bank balances as at 1 July 2020

Bank account	£15,522.12
Less outstanding payments	£ 1,237.26
Plus, unbanked receipts	£ 80.00
Balance	£14,364.86

Resolved: The accounts were approved. Proposed Cllr Horsfall, seconded Cllr Emmerson, voting unanimous in favour. The Clerk signed the accounts and will be signed by the Chairman at a future face-to-face meeting once restrictions have been lifted.

20/43 Amended Financial Regulations. Based on NALC model regulations circulated prior to Meeting, the documents were taken as read.

Resolved: After discussion and clarity on a couple of points, Cllr Neal proposed, approval and adoption of the Financial Regulations, seconded Cllr Wilkinson, voting unanimous in favour.

20/44 Internal Audit Report 2019-20 completed by Auditing Solutions Ltd.

R3. Members agreed for the Clerk to continue claiming the VAT refund annually at the financial year end.

R7. The two items referred to were seats, which were donated, therefore acquisition value will be £1 and litter bins, which are Wiltshire Councils and should therefore be removed from the asset list.

20/45 Correspondence. None

20/46 Date of next meeting.

Members noted the next meeting of Chitterne Parish Council will be held on Monday 24th August 2020 at 7.00pm, this will possibly be remotely via Zoom.

The meeting closed at 8.12pm.

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.

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