

Chirton & Conock Parish Council

Minutes of Chirton & Conock Parish Council Meeting
Held on Tuesday 13th November 2018 at 7.15pm in Chirton Old School

Jane Whatley, Clerk to the Council: clerk@chirtonandconock-pc.org.uk

The public and press are invited to attend this meeting

Present: Cllrs. David Harmes, Chair (**DH**), Julia Moore (JM) Phillippa Radford-Howes (**PRH**) Lynn Organ (**LO**), Neil Warburton (**NW**). Paul Mills (**PM**) attended from 8.10pm

Attending: Jane Whatley, **Clerk/RFO**
 Local Councillor Paul Oatway
 Mrs Susannah Lampard (new Parish Clerk)
 One member of the Parish

Item:

117 Receive apologies for absence

None received. PM had indicated he would be late attending the meeting.

118 Receive declarations of interest or requests for dispensation

None received. However, DH stated that PM is a Governor of Chirton School and a trustee for the village hall.

119 Receive and approve Minutes of Parish Council Meeting held on 9th October 2018

Resolved: The minutes had been previously circulated to all Councillors who agreed they were a true representation of the meetings. The minutes were signed by DH.

120 Report from Councillor Oatway

Councillor Oatway opened his report by asking for clarification on an outstanding action he had noted regarding mirrors. The Clerk suggested it was mirrors at top of the Hollow to help with visibility when pulling out onto A342 but that when initially raised, it was not thought a good idea. Therefore, no action required from Councillor Oatway.

Reading the Taking Action on School Journeys report, Councillor Oatway said it looked positive and will be funded from Education and Highways budget which Chirton School would be happy about. Timescale is the only issue, and Councillor Oatway said he will push this forward at CATG meeting in December.

Regarding CATG attendance, Councillor Oatway said it is important that the Parish Council has a representative attending the December meeting when the request for the footpath on A342 is discussed. PM was suggested in his absence and Councillor Oatway will email him directly with the date to check if he is available to attend.

Councillor Oatway reminded Councillors about the grit available. The Clerk said she had emailed Jack Phillips from the Weather Team at Wiltshire Council and the grit bin at the top of The Hollow should be re-filled. Unfortunately Flood and bad weather plans were not in place to qualify for more. Councillor Oatway informed the meeting that 25kg salt bags will be ready for collection on Friday from the Marlborough depot and it would be beneficial to contact the Weather Team to see if there are any spare bags. **Action: Clerk**

Boundary Commission – Councillor Oatway’s constituency will now include Allington and All Cannings which makes it up to the correct size. It will now be called Pewsey Vale West and means that the Pewsey Area Board, CATG and PCAP will be retained.

The fence around the ditch by the bus stop in Chirton looks better. DH told Councillor Oatway that it has been cut twice by a villager who is happy to do this as the Parish Steward is not allowed to climb into the ditch for clearance purposes. Councillor Oatway was reminded that Richard Dobson, Highways Chief Engineer, was going to flush through the whole system in Chirton and will chase him about the issue.

121 Representation from members of the public

A parishioner asked about flushing through ditches but the area he suggested is outside of the Parish boundary and therefore outside the Parish Council’s jurisdiction.

122 Update on Parish Clerk/RFO Role

SL will take on Clerks role of organising the Agenda, taking minutes and completing any actions etc. and JW will continue solely as RFO. This arrangement will be reviewed in March or April. SL will start as clerk from 1st December 2018. The Finance meeting on 27th November will be attended by both the Clerk and RFO. JM raised the issue of salary for the RFO and what pay scale should be used. Clerk to check with Katie Fielding of WALC.

Action: Clerk

123 Finance

- a. **Resolved** – The cash book and Bank Reconciliation Statements to 31st October 2018 were approved by all Councillors present and signed by the Chair. As at the end of October the closing balance was £11,654.92.
- b. **Resolved** – The following payments had previously been agreed:
 - i. £108 to Idverde
 - ii. £16.52 to SSE (by Direct Debit)
 - iii. £11.99 to 1 & 1 Internet for monthly website fee (by Direct Debit)
 - iv. £486.00 to Gaigers for boarding up the old village hall
 - v. £42 to WALC, fees for the training course LO attended

The RFO listed eight expenses expected by the end of the financial year totalling £2,806, which still leaves the Parish Council’s finances in a good state. The Finance Meeting on 27th November will look at the budget and precept for 2019/20.

124 Police Report

Police Report had not been received. DH asked for this to be chased up.

Action: Clerk

125 Planning Applications

Resolved: It was agreed to offer no objection to Planning Application 18/10737/TCA – reduction of three trees at 25 The Street, Chirton, SN10 3QS.

Action: Clerk

126 Parish Steward Report

PRH reported that the Steward has pressure washed the bench in Chirton and sprayed to kill the weeds in the lay-by by the post-box in Conock. He has agreed to undertake the following work:

- a. Cut nettles back on the bank of 5 The Hollow – the hedge has already been cut back.
- b. Cut nettles and brambles back on the footpath that leads to Conock.
- c. Paint the railings around the culvert near Miller Close, Chirton.
- d. Pressure wash the footpath by Park View that leads up behind the Church.

Once the leaves have finished falling PRH will liaise with the Parish Steward regarding the road sweeper coming through to clean all the roads in the Parish.

NW said there are two gullies and a ditch outside his house which he has kept clear but would appreciate the Parish Steward undertaking this work if possible. He agreed to email PRH with full details. **Action PRH/NW**

127 WW1 Commemorative Tree Planting – debrief

DH thanked PRH for organising the Tree Planting which went off well and was attended by more people than expected and from different age groups.

Eight trees were planted in memory of seven men from the Parish together with one from Patney who died in WW1. Name plaques are needed for the trees and it was suggested a short ceremony be held next year. PRH suggested it be held on the date that the peace treaty was signed and this needs researching.

PRH has spoken to Tony Green about protecting the trees. Chicken wire, fencing posts barbed wire and stock netting will be needed. PRH said it would need two rolls of stock netting which will cost £80; 1 roll of barbed wire at a cost of £38 and the chicken wire would cost £45. This makes a total cost of £163 and all Councillors agreed to this expenditure. DH asked if Tony Green is able to provide the materials and does the work necessary if the Parish Council pays for it. PRH will enquire from Tony whether he is agreeable. **Action: PRH/Clerk**

PM suggested that the Parish Council look at the possibility of providing a proper War Memorial in the Parish. DH asked for this to be added to the Agenda for the December meeting. **Action: Clerk**

128 Village Hall.

DH reported that he is still chasing the Solicitors who are, in turn, chasing the Charities Commissioners for a response as to whether they agree to the Parish Council, as a corporate body, wishing to become the sole Trustee for the village hall. DH gave the go-ahead to the Solicitors to contact the Charities Commission in July and the initial delay was due to a change in the person handling the matter at the Solicitors. Following them writing to the Charities Commission, they had been hopeful of a response by the end of October, but this has not happened. In the meantime, the hall is now completely boarded up and fenced off so the site is fully secure.

129 Update on overhanging trees and bushes in The Hollow and signage around the Parish

The trees and bushes were discussed in item 126.

Regarding the signage, the Clerk reported that three signs had been reported on MyWiltshire but, owing to funding for 2018/19 being fully allocated, they will need to be reported again in February when next year's budget allocation is being decided. **Action: Clerk**

130 Update on Quotes for Clearing out the ditch in Small Street

The Clerk reported that of the three requests for quotes, Mark Carpenter did not wish to quote, Hurdcott Landscapes had not replied and therefore, following instructions from DH, the quote for £440 from Yellowfin was accepted. The Company is not registered for VAT purposes. The work will be completed by the end of the week and the Clerk will advertise the fact on the Community Facebook page. **Action: Clerk**

An email had been received from a Parishioner asking if the section of ditch prior to the speed restriction sign is going to be cleared. PRH will check with the Parish Steward and if he can't do the work, it maybe something that can be covered by the discretionary gully service being discussed under item 134.

Action: PRH

131 Preparations for Winter 2018/19 and update on Flood Plan and salt bins

PM joined the meeting during this item.

The Clerk explained that to be able to access salt/grit, sand and signs through PEAS (as agreed at the previous meeting), the Parish needed to have in place a parish weather response plan, a flood plan and a nominated representatives to work with the Weather Team. The Clerk had contacted Renate Malton following up her offer to assistance with a flood plan but had not had a reply. However, the grit bin at the top of the Hollow will be topped up with grit by the team. The Clerk had examples of grit bins they could buy to place in other areas of the Parish but the Weather Team need to agree the positioning of these to ensure they do not cause an obstruction. In view of this information, DH proposed that this is fully discussed next year and one or two Councillors take on the project of ensuring proper plans are put in place in plenty of time for next Winter. He asked that another email is sent to Renate Malton regarding a flood plan for the Parish. **Action: Clerk**

132 PCAP and Pewsey Vale Tourism Business

- a) Contribution to PCAP
DH explained that the request was for a contribution towards Susie Brew's (the Co-ordinator) salary. DH said he supports the request as it qualifies as an Organisation that helps the Parish. PM said they support the Pewsey area and agreed the Parish would benefit from projects. All Councillors agreed to give a contribution and the amount will be discussed at the finance meeting on 27th November. The RFO will check whether this contribution can be allocated from section 137 monies.
- b) Raiser Chair for SWAS
PCAP have been approached by SWAST and the local first responder to help raise £3000 for a raiser chair. They are asking each Parish if they are able to make a contribution of £100 towards this. DH proposed that the Parish Council support this and all Councillors agreed. The contribution can be paid by cheque or online. **Action: RFO**
- c) Discuss becoming a Partner of the Pewsey Vale Tourism Partnership. The cost of this would be £50 per year. Councillors considered there was not enough in the Parish to warrant promotion, plus the Parish Council website holds a lot of information about the Parish. DH proposed the Parish Council do not take part in this and this was agreed by all.

133 Taking Action on School Journeys

This report from Highways and Transport, Wiltshire Council, had already been briefly mentioned by Councillor Oatway in his report. A copy was circulated and PM said that the report recommends the following:

- a. a school keep clear road marking north of the layby with zig zag lines continuing further around the bend to reduce the number of vehicles parking in the vicinity of the school entrance and sharp bend.
- b. Lights before and after the school with a 20mph advisory when lights are flashing.
- c. Parking bay markings for the layby.

The cost of the above improvements is approximately £8000 which will be funded by Education and Highways. PM asked if the work could be completed as soon as possible and was told that it is possible for the road markings to be completed before the budget but all other work would need to wait until after the budget for 2019/20 was decided in February or March. It is likely the work would be planned to take place during the Summer holidays 2019 but PM will try to push this forward.

Residents close to the school have requested restricted parking outside their homes as cars have been blocking their driveways. PM is to take this up with Highways in his role of School Governor.

134 Discretionary Gulley Service

This service was highlighted in Councillor Wayman’s Newsletter. Although the article gives little information, DH asked PRH to discuss this with the Parish Steward and add it to the worksheet early next year to see if the Parish can access the service. **Action: PRH**

DH also raised the matter of the draft letter that had been written but not sent to Councillor Wilmott. This related to the revised Planning application relating to the two houses built on the former Wiltshire Yeoman site. DH stated that, as the letter was written several months ago, it was no longer relevant and that it should not be sent. All Councillors agreed.

135 Confirm dates for future meetings

The next full Parish Council Meeting will take place on **11th December 2018.**

Meetings so far agreed for 2019 are:

Tuesday 8th January

Tuesday 12th February

All meetings are held at Chirton Old School, The Street, Chirton, SN10 3RP and commence at 7.15pm.

The meeting closed at 8.40pm

Jane Whatley, Clerk to the Parish Council

Agreed and Signed: Dated:
David Harmes, Chair

SUMMARY OF ACTION POINTS

Action Required	By Whom	By when
Contact the Weather Team to see if there are any spare bags of salt/grit available.	Clerk	ASAP
Email Katie Fielding of WALC re: RFO pay scales	Clerk	ASAP
Email PCSO Whiteside for Police Report	Clerk	ASAP
Submit No Objection comment for Planning Application 18/10737/TCA	Clerk	Before 5.12.18
NW to email PRH with details of the gullies and ditch in Conock.	NW	ASAP
PRH to enquire from Tony Green about whether Conock Manor are agreeable to providing all the materials to protect the trees and doing the work and the Parish Council will pay the bill.	PRH	By 11.12.18
Provision of a War Memorial to be added to the December Agenda for discussion	Clerk	December Agenda
Signage to be reported again to MyWiltshire in February 2019	Clerk	Feb 2019
PRH to discuss with Parish Steward about clearing ditch in Small Street that runs up to the speed sign.	PRH	By 11.12.18
A further email to be sent to Renate Malton regarding a Flood Plan for the Parish	Clerk	ASAP
RFO to pay £100 contribution to PCAP towards a raiser chair for SWAST	RFO	ASAP
PRH to discuss with Parish Steward about accessing the gully service in the new year for the Parish	PRH	Ongoing