

Chirton & Conock Parish Council

Minutes of the Meeting of Chirton & Conock Parish Council Held Online, on Tuesday 10th November 2020 at 7.15pm

Susannah Lampard, Clerk to the Council: clerk@chirtonandconock-pc.org .uk

The public and press were invited to attend this meeting via notice boards and on Chirton PC Website <https://www.chirtonandconock-pc.org.uk>

Present: Cllrs. David Harmes, Chair (**DH**), Paul Mills, Vice Chair (**PM**), Gerald Lanfear (**GL**), Lynn Organ (**LO**), Phillippa Radford-Howes (**PRH**), Neil Warburton (**NW**),

Attending: Susannah Lampard (**Clerk**)
Sharon Prance (**RFO**)
Cllr. Paul Oatway (**PO**)
1 member of the Parish

118 The meeting was held using the Zoom PRO software. The Chair opened the meeting by thanking all Councillors and Attendees were also welcomed; 1 Member of the Parish joined online.

Adopted Meeting Format and C-19 Governance

- *The Chair re-iterated the following statement:
'As a result of the introduction of The Local Authorities and Police and Crime Panels Regulations 2020 (LO1-20), Parish Councils are now permitted to conduct their meetings electronically. This legislation has been introduced until May 2021. Rather than cancel our meetings during this time, the PC has decided to hold its meetings following the normal schedule.
The agenda for each meeting will be posted, in advance, on the Parish Council website (<https://www.chirtonandconock-pc.org.uk>) and in physical form, on our noticeboards. Notification of the meeting will also be posted on the Parish Council Facebook page (<https://www.facebook.com/ChirtonandConock>) and shared on Chirton Community Life (<https://www.facebook.com/groups/chirton/>).
The meetings will be held using the 'Zoom PRO' application. Apps for Zoom are available for both Apple and Android/PC products, free of charge. The meeting ID number and password will be available from the Parish Clerk in advance – 01380 840073 or clerk@chirtonandconock-pc.org.uk
As is normal, parishioners and press are welcome to attend. Please note: there is a specific agenda point for representations/questions from Members of the Public and visitor mics will only be unmuted at this time. Meeting visitors are required to raise their hand (either visually or utilising the Zoom option) to request to speak. Mics are to be kept on mute on at all times unless visitors are asking a question or making a representation.
As per the 'Standing Orders' of the Council, the time designated for public participation shall not exceed 10 minutes and a member of the public shall not speak for more than 3 minutes. Any questions raised shall not necessarily be answered at the meeting and the Chairman can direct a subsequent written or oral response at his discretion.
If there are any confidential matters to be discussed, parishioners and press will not be granted access.*

119 Apologies for absence – Kay Clare (KC).

120 Receive declarations of Interest or requests for dispensation – NW declares his interest as a resident in Conock Hamlet. Re. Planning Application

121 Minutes of Parish Council Meeting held on 13th October 2020

Resolved: Clerk had circulated minutes to Councillors and they were confirmed as received and approved, to be physically signed at a later date and are **available to view on the PC Website**.

122 Cllr. Paul Oatway was welcomed to the meeting and reported a summary of his work with The Council and actions that he has undertaken on behalf of the PC, as follows:

The start of this latest Lockdown has again put significant pressure on Wiltshire Council. However, WC is carrying on with business as usual and supporting those who need it. Additional Funding has gone out to small businesses. They cannot make further applications for financial support. WC are keen to keep open Libraries via Click and Collect service. Sports and Leisure Centres are closed and payment will not be taken for November and the situation will be reviewed in December.

PO made reference to Wiltshire Council Highways - A342 works carried out and completed on 12th October. He noted that on the Devizes side of Conock a small section of road seems to have been left, PO is disappointed with this where patching had been done prior to the work programme being in place, this has now broken up. PO has already taken this matter up with Highways and he will pursue as (with all the equipment already there it seems illogical not to have completed the work). NW and DH commented on the quality of the work and a man-hole cover near the Chirton exit that had jumped out twice with traffic use, police were made aware as there were initially no warning lights or cones put in place to warn of the hole in the road. Also some patches have not bonded with the original road surface of the carriageway and are breaking up. The Clerk had received representation reported verbally re. the A342 works and passed on. In summary, the questioned use of the funds, work on areas that were still problematic, such as loose stones and mud on the road by the east bound verge as you approach the Charlton Cat and the necessity for sandbags further along on the left - the Clerk will furnish PO with the contact details of the parishioner and he will revert. PO has asked to be kept directly aware of issues with the works that have been carried out, so that he can pass this information on to Highways so that they can address them. **Action: Clerk / PO**

Following on from discussions regarding traffic calming measures at last month's meeting: A request to pursue an Application from the PC of a 20mph extension throughout Chirton, where it meets the 40mph-limit was discussed and is to be requested to be added to next CATG Meeting Agenda Items so that we may make an application for this signage to be considered. **Action : Clerk**

There are still plans to follow up on research into a WWII War Memorial in Chirton, in order to help move this forward, with Cllrs. This includes reconfirming the proposed distance from carriageway and land ownership. **Action : PM & PO**

Thank you to PO for his ongoing support and work on behalf of the PC for Chirton and Conock.

123 Representation from a Parishioner was received with respect to a large pothole outside 55 The Street, that has been made worse by traffic turning around at this point no further than 2m from the highway. PO believes that this is an Issue for Highways and will raise it with them.

Action: PO

124 Possible Extension of an enforceable 20mph-limit in The Street and The Hollow This was raised in last month's meeting as being one measure that could be taken to reduce the speed of traffic within the village. The advice to the Clerk was to contact Richard Rogers and request that this item/issue be added to the CATG Agenda (covered under item 122). **Action: Clerk**

125 Ongoing: Footpath CHIR17 Land Registry Search Map circulated to Cllrs. Further photographs to be taken and matters to be discussed in detail with PM & DH in a separate meeting with Clerk. It is the aim of the PC to gain full use of the length of the Footpath. This is a detailed project as there are sections of path that are overgrown or currently inaccessible and resolving this issue fully, will take time. There are three different landowners involved, covering its entire length.

Full requirement from the third landowner FF whose land this Footpath crosses, is to be set out in terms of opening accessibility and rights of way. The opinion of Stephen Leonard, Countryside Access Officer at Wiltshire Council is to be sought. **Action :DH, PM & Clerk**

126 Finance

Resolved items included:

PC Cash books and Bank reconciliations to 31st October 2020 were approved for each account as follows:

- Treasurer's account PC - £5,472.55
- Savings Account PC - £14,000.77
- Village hall account - £1200.38

Approve Invoices

1. Adjustment of price of Defibrillator Pads to Community Heartbeat, purchased more than initially discussed, agreed at £144 not £93 as previously minuted.

GL 1 Adult and 1 Child - Second set due to be ordered in January 2020

Proposed: PM, Seconded GL, Agreed

2. Donations - Agree/Approve PC 's Annual share of costs for providing the Redhorn to Residents of Chirton & Conock - £885 (177 Households @£5 each) **Approved**
3. Land Registry Fee £3 **Approved**
4. 2 x RFO Courses Jan & Feb 20 - £72 **Approved**
5. Red Paint for Phone Box – Ordered by Clerk - £60.10 (incl VAT) **Approved**
6. Phone Box Installation of door - cost **previously Approved** confirmed cost Paid - £385.32
7. Ionos £18 Incl VAT **Approved increase for future payments**

Agree Documents

8. **Agree holiday guidance procedure document** – which by law needs to be paid, as Clerk & RFO on zero hours contract holiday pay is currently not included in hourly rate. As stipulated by NJC, with HMRC guidelines 2019-2020 – states 21 days plus 8 days holiday = 29, worked out pro-rata over amount of days actually worked within a 52 week period

Holiday Calculation Procedure document **Approved**

RFO: £59.44 Clerk: £274.42. Proposed: DH, Seconded by PM, Agreed.

9. **Budget Meeting Reminder 17th November 2020 at 7pm.** NW will set up via Zoom Pro.
10. **It was noted that Elections are due in 2021** – By March 2021 would be helpful to know if any Councillors are intending to stand down.

Approve Purchases

11. Arnold-Baker on Local Council Administration Twelfth edition - £119.99 - **All Agreed.** Not Required (we have Tenth edition).
12. Contribution to Chirton School – This was discussed as a donation previously given was to cover hiring of the meeting room in The Old School, however as it is currently not possible to use it, it cannot be deemed a good use of funds. **DH Proposed that as we are currently not able to make a donation, the PC would revisit this in February 2021.**

EMR's

13. DH. A couple of things i.e When set up, it was agreed that Emergency Funds would roll up to a maximum figure. When this figure is reached, no further funds would be allocated until some or all of the funds set aside were used. RFO (SP) tasked with how best to manage this in the budgetary reporting. Additionally the rollover of unused funds from the Charity Fund will be discussed further at the Budget meeting.

127 Stewards Report – PRH Works List request and update, preparations for Winter **Cllr. PRH Reported** that the Steward has been out to clear ditches and cut hedges back along Small Street, this has however exposed dead trees that look like they may be a danger and will need felling, PRH will seek quotes for this work. Banks on the side of the Hollow. Grass can be cut regularly but only one side is regularly free of parked cars.

Footpaths have been cleared of fallen leaves and Steward will return to clear leaves to avoid the path being slippery. Drain cover outside the Old Rectory is blocked during wet weather, photo evidence required. **Action: PM/All.**

Salt Bin for Patney Road discussed DH Proposed we buy a Salt Bin. Clerk seek quotes. **Action: Clerk**

128. Report by GL Building in Centre of Village, appears to be falling into disrepair – Central Village location, photos shared and discussed. Roof tiles have been removed and the ingress of water concerns members of the community. The building is privately owned and is not protected or listed. It was agreed that the PC is not in a position to take any action.

129. Planning Application 20/08307/FUL The Old Bakehouse 50 The Street, Conversion of existing detached Garage to Create Office. Comments by 11th November '20 - After discussion the PC Agreed to Register - **No Objection.**

130. Planning Application 20/06162/FUL Manor Fm Conock, proposed horse arena. Comments by 18th November '20. **Objection**

This Application was discussed in detail. Further information can be searched on using the Planning Application number at Wiltshire Council Planning. Councillors studied the Application and supporting documents and observed the following :

1. If the proposal is on farmland, the PC would expect a requirement/application for a change of use to equestrian use to be applied for first or as part of the application.
2. Usage Commercial/Private - It is not clear if the application is for commercial or private use. Hours of operation are not clear and noise and light pollution may be a factor. Consideration should also be given to an increase in traffic, if used non-privately/commercially.
3. The arena is also within the Historic Parks and Gardens of The Manor at Conock and may not be in-keeping within the landscape.
4. It has been reported to the PC that barns adjacent to the listed building The Grove, which sits to the North of the proposed arena appears to be commercial livery stables. Again the PC has no record of planning for a change of use from farm buildings to equestrian or if required, for a commercial livery. The PC is informed that hours of operation of these associated livery stables have expanded and now cover 07:00 to 19:00 with multiple vehicles arriving and departing daily - this is an expansion of the intermittent vehicular use when the location was used for straw / fertiliser storage.
5. (Ref: Application for Planning Permission Document 11. Assessment of Flood Risk) Local knowledge is that this area is prone to flooding from water as it travels as part of the water course and is at risk from flooding from the A342 and Salisbury plain. The lowest point where water collects is at this site and also lies over the existing drain that takes surface water from the A342 and local roads across the field towards Chirton and into the ditches. This needs protecting otherwise there is likely to be a much higher risk of further flooding and on a bigger scale. PC requests a Flood Risk Assessment to assess the flood risk to the proposed site.
6. The site is located adjacent to The Grove - what consideration of nuisance / noise / disturbance has been made and what other possible locations have been considered.

131 Late Planning Applications – 20/09541/TCA – Works to trees - After discussion the PC Agreed to register - **No Objection.**

132 WWII Memorial Stone – Land and suitable sites and ownership to be identified and explored. It was agreed in a previous meeting that concerns raised will be addressed. PO to speak to Highways about land ownership. **Action: PM/PO**

133 Celebrate the End of 2020 – Celebrate Christmas and the New Year apart-socially but together as a community, any suggestions welcome!

134 Next PC Meeting 8th December 2020

Watch the notice boards for further information.

The meeting closed at 21:45

Susannah Lampard, Clerk to the Parish Council

Agreed and Signed:..... Dated:
David Harmes, Chair

SUMMARY OF ACTION POINTS

Action Point Summary	PC Member(s)	Ongoing/ Resolved
Respond to Parishioner re A342 comments	Clerk/PO	by next meeting
Footpath CHIR17 Clerk to Chase MB for a meeting, meet with PM & DH on Zoom & take photos. Clerk to carry out Land Registry Searches	Clerk/PM/DH	ongoing
Footpath CHIR17 draft of Letter for FF	Clerk	ongoing
Planning Application 20/06162/FUL Comments by 18.11.20 Clerk to Summarise discussions for submission to Planning	Clerk/ All	By 18 th Nov
PRH to gain quotes to Fell Trees along to the Marden end of Small Street	PRH	ASAP
WWII Memorial Ongoing: suitable sites including land ownership/registry searches, concerns raised will be addressed.(funds of £389.06 donated by WI)	PM/PO/Clerk	ongoing
20 mph-limit Request contact Richard Rogers and request this item/issue be added to the CATG Agenda.	Clerk	ongoing
Patney Road Salt Bin Clerk Prices for Salt bin. December Agenda to discuss location	Clerk	December Meeting
Drain cover outside the Old Rectory is blocked during wet weather, photo evidence required. Action: PM/All	All/ PM	ongoing
Phone Box – Lighting. Cecil to be asked if he wishes to quote. Clerk Ordered Paint – Agenda Item for Spring	Clerk/PM	ongoing Spring