

Chirton & Conock Parish Council

Minutes of the Meeting of Chirton & Conock Parish Council Held Online, on Tuesday 9th February 2021 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**), Neil Warburton (**NW**), Kay Clare (**KC**), Phillippa Radford-Howes (**PRH**).

Attending: Susannah Lampard (**Clerk**)
 Sharon Prance (RFO).
 Cllr. Paul Oatway (PO)

171 The meeting was held using the Zoom PRO software. The Chair opened the meeting by thanking all Councillors and Attendees were also welcomed.

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.

172 Apologies for absence Gerald Lanfear (**GL**)

173 Receive declarations of interest or requests for dispensation - None

174 Receive and approve Minutes of Parish Council Minutes held on 12th January 2021 Clerk had circulated minutes to Councillors and they were confirmed received and approved and available to view on the PC Website.

175 Report and Updates from Local Councillor Paul Oatway

Council continues to work from home. Announcement today regarding Elections and that they will take place on 6th May 2021. The advanced planning is well under way however the dynamics are changed and Postal Voting will be encouraged. Cllr PO plans to use postal service and leaflet drop instead of canvassing. On the day of this meeting PO reported Covid-19 statistics in Wiltshire at 69 positive new cases, 15 deaths, 107 patients at GWH; 12 admitted.

News from the Ambulance Service: patients are facing a 7 hour waiting time (in the delivering ambulance) prior to being admitted to GWH. The hospital & ambulance service remains under very significant pressure with the Police & Fire services assisting with driving the ambulances.

Despite that, our response is good and PO believes that in this area, Wiltshire is in a good position. In terms of our local area, transmission rates are low.

The Code of Conduct for Councillors are being significantly 'beefed up' which PO believes is a good thing. In terms of the proposed War Memorial, Richard Dobson still believes that the site proposed is part of the highway but cannot stop the build proceeding if duly approved in the future.

176 Representations from Members of the Public

The Clerk reported an email had been sent from a Parishioner to herself and DH of possible activity of rats in the Old Village Hall (behind 23 & 25 The Street). Apest Solutions have been asked to go out, find evidence and treat accordingly. **Action - Clerk**

177 The Clerk reports on items actioned ongoing and resolved between Meetings, the following has been resolved:

The agreed Precept 2020-21 was confirmed as being applied for with WC Financial planning on the 18th January 2021.

Paint has been sourced for the phone box - quotes will be arranged to paint the rest of the phone box (to match the new door) but work won't be commissioned until drier times eg May/June.

178 a. Rights of Way - Ongoing, CHIR17

Ongoing: Progress on opening up the Full Length of this footpath. The Chair reported on a very positive response by Future farms and action taken by their manager at Manor Farm plus a conversation with Stephen Leonard (WC Countryside Access officer) for clarity on what is required. FF confirmed that they will work on the implementation of a new kissing gate and clearing of undergrowth and bushes. A permissive option as a temporary re-route of the path around stock buildings has been put forward whilst an application for the permanent designated footpath to be re-routed is to be applied for, (which could take 2-3 years so an interim permissive path solution would be welcomed). The PC and WC rights of way have discussed with the landowner that they are in agreement with the implementation of changes to open access as soon as possible.

At the other end of this footpath, WC RofW has committed to cut steps into the steep slope (entrance to CHIR17 from the Hollow) and remove the two bushes currently blocking access. WC will also look into pollarding the tree that overhangs the access to the Field at the rear of 10a and 12 the Street. The landowner has agreed to remove the barbed wire that currently prevents access into his field.

b. PC proposal - Permissive Path - Ongoing, South of CHIR 17 Update

Ongoing: It was discussed with the landowner and confirmed that a permissive path would need to be located just inside the barbed wire fence line e.g. not between the fences at the back of the bordering properties and the barbed wire fence. A letter has already been sent to the landowner providing more information on the PC proposal. No response received as yet. Matter to be followed up at the beginning of March if there is still no response. **Action: PM**

179 Elections – The Clerk and Chair attended an online Meeting on 22nd January regarding Elections on 6th May 2021 given by WALC. In summary: The Clerk will receive confirmation on the 11th March

but Indications are that they will go ahead - this information will be shared by the Clerk and added to the next agenda.

PC's will be split into North, Central and South Wiltshire Areas. We are to be advised which area we fall into. Nomination Papers will be delivered. Councillors will all stand down and follow the nomination system to re-stand. 8th April is the Deadline for Councillors to submit nominations. Polling day is on the 6th May and Councillors take office on the 10th May. Annual (first) Meeting of the PC has to follow by 24th May 2021.

Action - Clerk

Both DH & The Clerk will produce a recruitment poster to try and encourage applications for the two posts that will be vacant at the May election.

Action - DH/Clerk

NOTE: Legislation allowing remote meetings is currently set to end on the 7th May. This in turn means that the first official meeting of the newly elected council may have to take place in person, not remotely this will need consideration as it may not be appropriate for some/all of the Councillors to take that risk.

180 FINANCE Resolved items included:

- a. PC Cashbooks and Bank reconciliations to 31st January 2021 were approved for each account as follows:

PC Treasurer's account	= £2,866.94
PC Savings account	= £14,001.14
TOTAL PC accounts	= £16,868.08

- b. Parish Hall Cashbook and Bank reconciliations to 31st January 2021 were approved **£1,200.41**

c. Invoices approved

- Clerks Book £6.48
- USB stick :£3.99
- Clerks course £36.00

- d. **Auditing Solutions** Cost to carry out Internal Audit 2021 £144 - Agreed. (Note this will be the third year so next year, other quotes will be obtained to ensure cost remains competitive).

Action: RFO to diarise

- e. **Code of Conduct** – Significantly amended by SP - new documents and addendums ratified/adopted. There is a complaints procedure noted in the addendums - DH will draw this up for consideration and adoption. There was also a question as to the provision of a 'Monitoring Officer'. This will be researched and a decision made as to how to comply and the Code of Conduct further adjusted if/as necessary.

181 Roles and coverage

- Administration Account for Google and Zoom – KC
- DH confirmed that none of the other covering/progression roles had been filled. This will be revisited when the new Council is elected.

KC agreed to Chair the next two zoom meetings and by the end of April she will take over from NW.

182 Stewards Report – PRH Works List request and update

- quotes for removal of Elm trees – PRH is following up and seeking 3 quotations in total before a decision can be made. One quote of £7,500 had been received so far. **Action - PRH**
- Clerk to try & find out ownership of the land that the Elm Trees sit on. **Action – Clerk**
- Grit Bin - purchase and proposed location agreed. Bin to be ordered. **Action - Clerk/PRH**

183 Hedge's, shrubs and branches growing over roads and footpaths particularly encroaching on Patney Road. A polite request to residents will follow by post prior to the March PC meeting.

Action - Clerk/PM

184 20/11534/FUL Manor Farm Conock comments due by 24th February. A retrospective change of use of agricultural buildings to equestrian livery. This was raised by planning and while The PC has no objections a number of concerns/recommendations were discussed

185 Late Planning Applications 21/00693/TCA No Objections

186 **Next PC Meetings 9th March 2021**
13th April 2021

Watch the notice boards for further information.

The meeting closed at 21:18

Susannah Lampard, Clerk to the Parish Council

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

SUMMARY OF ACTION POINTS FROM THIS MEETING

Arrange visit by Apest Solutions re rats reported at Village Hall	Clerk	ASAP
Diarise requirement to get other quotes for audit for 21-22 year	RFO	Feb/March 2022
Elections Update	Clerk	March Agenda
Role Addresses and send to Residents about cutting back trees and hedges along the road	Drafted by PM	ongoing

Create Councillor Vacancy Poster	DH/Clerk	Next Meeting
Patney Road Salt Bin Clerk Prices for Salt bin. March Agenda to agree purchase	Clerk/GL	Next Meeting
Phone Box – Lighting. Cecil to be asked if he wishes to quote. Paint – Agenda Item for Spring	Clerk/PM	ongoing Spring
PRH to gain further quotes to Fell ELM Trees along to the Marden end of Small Street. Update on Gulley Flushing Not done in December or January	PRH	ASAP
Clerk to investigate landowner for the Elm Trees	Clerk	for March meeting