

Chirton & Conock Parish Council
Minutes of the Meeting of Chirton & Conock Parish Council
held online, Thursday 6th May 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), Neil Warburton (NW), Kay Clare (KC), Phillippa Radford-Howes (PRH),

Attending: Susannah Lampard (Clerk)
 Sharon Prance (RFO).
 Cristopher Chapman (CC) – for Position of Councillor

15 The meeting was held online for the final time (until further notice) 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 read 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.

16 **Apologies for absence** Gerald Lanfear (GL), Paul Mills (PM).

17 **Receive declarations of interest** or requests for dispensation - None

18 **Receive and approve Minutes** of Parish Council Minutes held on 13th April 2021 and Annual 'Open' Minutes held Monday 26th April 2021. Clerk had circulated minutes to Councillors and they were confirmed received and approved and available to view on the PC Website.

19 Report and Updates from Clerk Actions from Last Meeting.

After the annual open meeting of the PC in April, Councillors discussed and were all in agreement in support of Christopher Chapman being co-opted as a new Councillor from the 17th May 2021.

It has been Elections day today, as the PC had 7 seats and 5 nominations, Councillors will be due to take office again on the 10th May 2021 with 2 vacancies.

SL – Spoke to Chirton school who consulted the Head Teacher regarding the PC's request to Meet at the old school once again on the 17th May (as legislated that we return to physical meetings by this date) – the answer no, as the children using the old school and school are still under restrictions for meeting safely in a shared-use building until after 21st June. Also contacted the PCC and Marden Village Hall. No answer from the PCC and Marden Village Hall gave the same answer as the school. An alternative location for the May meeting is yet to be confirmed.

20 Councillor Co-Option to the PC – NALC guidance does not allow for Co-Option to fill vacancies for Parishes in the 6-month run up to the full Council Elections which are taking place on Thursday 6th May 2021. We can proceed to Co-Opt at the (first) PC Meeting (to be held face-to-face) on the 17th May 2021.

21 Representations from Members of the Public

A parishioner emailed the Clerk to request that the CHIR17 Kiss gate recently installed by Future Farms at the entrance/exit nearest the village hall would prove more accessible if there was a gate instead of a kiss-gate to allow for push-chair access. It was confirmed that the kiss-gate was recently put in place, as the choice of the Landowner to provide the required access to CHIR17, which had previously been blocked. The type of exit/access is down to the landowner and was, in all likelihood, made with the proximity to the farmyard and therefore livestock, in mind. It is believed that the Landowner will also seek to create a permissive path route around the farm building to an unlocked gate. The landowner can then potentially apply to reroute that section of CHIR17 to the permissive path but this requires an official application and process and will take 2-3 years.

22 1. Rights of Way - Ongoing, CHIR17

Ongoing: Progress on this matter remains in the hands of the Landowner and correspondence with the Rights of Way Committee. The Council (WC) have recently made an assessment of the steep bank at The Hollow between 10a and 12, for the provision of steps there. Additionally, WC are due to return in order to carry out works to provide a crossing for the ditch further along the CHIR17 route. The PC are not aware of a schedule of timing for work except that this will be carried out in drier weather. (See also above item 220).

Action –Rights of Way Committee

2. PC proposal - Permissive Path - Ongoing, South of CHIR17

Ongoing: Progress on this matter remains in the hands of the Landowner. He has confirmed his intention to make the field available to livestock and any changes will need to accommodate this.

Action: DH to Speak to PM / R of W Committee to SL advice on Permissive Path width requirements.

23 FINANCE Resolved items included:**1. Cash Book and Bank reconciliation – PC to 30th April 2021**

- PC Treasurer's account = £ 6,787.31
- PC Savings account = £14,001.48

EMR's and Restricted funds total £11,703.06 Amount to total Unrestricted monies in bank = £9085.73

2. **Cash Book and Bank reconciliation - Village Hall to 30th April 2021**
- **Parish Hall account = £ 1,200.44**
- Precept received on 26th April (first half) £6,300**
3. **Agree Invoices - Invoices approved**
- Grit Bin – £164.945 to GL (previously approved)
 - Hurdcott - £60
 - SSE - £5.85 inc VAT
 - IONOS - £15 + VAT
- Proposed : DH, Seconded: KC. Agreed.**
4. **Agree Annual Regular Payments Authorisation – ARPA**
- **Annual accounts : Income & Expenditure:**
Income : £13.855.74
Expenditure : £10,654.24
5. **Agree AGAR Part 2 – Certificate of Exemption –** circulated by RFO under 25,000 we are exempt.
Proposed NW, Seconded DH. Agreed.
6. **Agree dates for period of Exercise of Public Rights.**
 AGAR post public notice to be published before the end of June. Dates to be decided at the June meeting.
7. **Agree Policy documents –** Cllrs read circulated documents and discussed any changes ahead of ratification at Meeting on 17th May 2021. Audit submission date is 22nd May 2021.
- *New version:* **Social Media Policy**
 - *Minor update:* **Financial Risk Assessment / Charitable Giving Policy / Holiday Pay**
 - *No change:* **Members Code of Conduct / GDPR / Standing Orders / Financial Regulations / Fixed Asset Register / Code of Conduct Complaints Procedure.**
8. **Budget**
Unrestricted monies as at 30.4.21 = £9085.73
War Memorial agreed previously that the PC are to match the £389 donated by the WI.
- 24 **Devizes Gateway – discuss progress quarterly.**
 The Clerk gave a report as follows:
 The 2025 Gateway and extension of the Paddington, Pewsey line; proposed opening is currently based on the submission of a business case by the end of 2021. I am informed by a Business case Consultant, a local resident, that the feasibility study for the Station stop was identified at the point of the railway-crossing land, lying north of Lydeaway and was agreed as suitable. In March 2021 Devizes Town Council decided to back the project and agreed to commit funds of £34,000 towards the business case. Next Update September 2021
- 25 **Stewards Report –** PRH Works List request to Parish Steward and update.
1. Potholes in Yew Tree close and other locations identified in the village have been put right.
- SSE are due out to raise the power lines before tree cutting can continue – PRH will chase.
 - Drain by the Church has been cleared.

26 Defibrillator for Conock

Contact to the PC was made by local Conock resident, to request the possible placement of a defibrillator at a suitable location in Conock. PM will look into the possible locations and power supply plus the availability of Grants. Cllrs suggested that the British Heart Foundation could be one source.

27 Late Planning Applications – None

28 Councillor Training – WALC – email circulated – Book scheduled online course dates/Register online KF dates released 30.4.21 – confirm Cllrs due to attend.

29 High Court judgement on remote meeting legislation – application for an extension was confirmed as having been dismissed on 29th April - Remote Meeting legislation Councils to resume face-to-face Meetings following the expiry of the flexibility of Local Authority Meeting regulations on 7th May.

30 Next Meeting Post Elections – Annual (first) Meeting of the PC (face-to-face) – 17th May 2021 at 7pm – Venue TBA

31 Agree date of June Full PC Meeting –(face-to-face) June 22nd was discussed in relation to being able to hold this Meeting at the Old School Chirton, TBC. Watch the notice boards for further information.

The meeting closed at 20:55

Susannah Lampard, Clerk to the Parish Council

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

SUMMARY OF ACTION POINTS FROM THIS MEETING

Update on steps and bridge over ditch – plus advice on width of permissive paths - from Stephen Leonard and update re. MB	Rights of Way Committee	ASAP
20 mph – CATG Funding and update	PM/RoW	ongoing
Clerk to email RD on the road markings – zig zags and possible new road markings – location	Clerk	ASAP
KBT – Publicise date and check equipment – for Sunday 13 th June 2021	Clerk	ASAP
Research with KC on various land registry info	Clerk/KC	ongoing

Update public – when aware of Footpath on A342 to go ahead	Clerk	ongoing
Training online for Cllrs – with KF – contacted – Book CC check with GL	Clerk	Post elections on 6- May
Clerk to Contact School Re. 21 st June	Clerk	ASAP
Climate update- 20 th May 2021 – Engagement	Clerk/GL	Ongoing
Phone Box – Lighting. Cecil to be asked if he wishes to quote. Paint – Agenda Item for Spring	Clerk/PM	ongoing Spring
Devizes Gateway update	Clerk	Sept ongoing