

Chirton & Conock Parish Council

Minutes of the Meeting of Chirton & Conock Parish Council Held Online, on Tuesday 9th March 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)

187 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.

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

189 Receive declarations of interest or requests for dispensation - None

190 Receive and approve Minutes of Parish Council Minutes held on 9th February 2021 Clerk had circulated minutes to Councillors and they were confirmed received and approved and available to view on the PC Website.

191 Report and Updates from Local Councillor Paul Oatway experienced technical issues in joining the meeting at this point

192 Representations from Members of the Public

A last minute representation was received. PRH explained that the work on ditches and gullies have not been completed, since last winter, due to the pothole work that was prioritised by Wiltshire Council. Stewards were therefore diverted to pothole filling and then the 1st lockdown initially impeded winter preparations progress. We sit on a list that WC controls and they order the work as it comes onto their schedule. It is the work of the PC to highlight our Parish's needs which we will do.

A previous representation made concerning rats around the Parish hall; the update is that a third stage completes treatment within the building. **Action – Clerk reply to representation**

191 Paul Oatway joined the meeting at this stage and we returned to this item . Cllr Oatway reported briefly on the following:

A full Council Meeting has been held to discuss the precept and financial deficit post c-19. A large deficit was expected however the Council has managed to bring finances back within Budget. The WC portion of the Council tax will be increasing 1.9%.

In response to representation made by the parishioner, PO pointed out that the Parish Stewards had been manning gritters in the first 2 months of the year and Cllr Oatway confirms that they are now continuing with normal scheduled works, so hedges and ditches will be cleared.

193 Meeting returned to this Agenda item after Cllr. Spoke.
a. Rights of Way - Ongoing, CHIR17

Ongoing: Progress on opening up the Full Length of this footpath. The Chair reported on a very positive progress on the installation of a new kissing gate and clearing of undergrowth and bushes has been carried out between the farm gate, which are unlocked. As reported from previous meeting "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". Action to undertake the construction of a bridge or sleepers in better weather is due by Wiltshire Council. **Action – Clerk – to call SL of WC and check on removal of undergrowth at front of 10a**

At the other end of this footpath, WC RofW is committed to cut steps into the steep slope (entrance to CHIR17 from the Hollow) and has removed two bushes that were 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 CHIR17 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. A letter from Cllr PM was sent to the landowner providing more information on the PC proposal. No response received as yet. Matter to be followed up **Action: PM**

194 Elections and Information discussion, Ongoing – The Clerk had joined Clerks' online meeting on 2nd March and confirmed that the May 6th Elections preparations are being progressed. NALC are pushing for an extension to the legislation re online/remote meeting format.

Clerk confirmed that nomination papers must be delivered by hand (an online booking system is live in order to book a slot for delivery of the hard copy forms).

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 follows by 24th May 2021.

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Clerk to provide a schedule of dates, nomination pack & link to book online Action – Clerk

195 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	= £ 2,796.91
PC Savings account	= £14,001.25
TOTAL PC accounts	= £16,798.16

Parish Hall account =£ 1,200.42

b. Parish Hall Cashbook and Bank reconciliations to 31st January 2021 were approved **£1,200.42**

c. Invoices approved

- £144.00 incl. Apest Solutions
 - £4.35 photocopier paper
- Proposed: PRH, Seconded: NW. Agreed.**

d. Documents amended:

Code of Conduct - question as to the provision of a 'Monitoring Officer' researched by RFO and how to comply with the Code of Conduct further additional changes made to wording by RFO regarding the complaint procedure and when to seek advice/report to the Monitoring officer of the District , Council. **Proposed: KC. Seconded: NW. Agreed and adopted.**

e. **Agree Holiday Pay** – to be paid 31.3.21 The holiday pay is estimated, as March's will need to be added, along with march's pay at the end of March.

f. Agree timesheets and summary of work carried out

- RFO Administration Dec '20 - Feb '21
- Clerks Administration Dec '20 – Feb '21

196 BUDGET

EMR's It was agreed that £2000 would be allocated to a Rights of Way EMR. The rollover into 2021/22, excluding EMRs and restricted budgets would be approximately £6800.

197 Stewards Report – PRH Works List request and update

- quotes for removal of Elm trees – All received and it was agreed that the quotations are prohibitively expensive for the PC to undertake and pay for, due to the amount of trees. If a tree falls WC have agreed they will undertake to clear it. There is no 'one' Landowner /individual to approach. Research to be undertaken on registered ownership.
- Steward is active once again with clearing drainage and paths.
- Gulley sucking still due to be done - PRH will chase.
- Grit Bin to be purchased before next winter.

- Hedge's, shrubs and branches growing over roads and footpaths on Patney road have been cut back although more work is required and any residents taking this work in hand is greatly appreciated.

198 Next PC Meeting – 13th April 2021

199 When the remote Meeting governance legislation is agreed by government. Next May PC Meeting and Annual (first) Meeting of the PC to be arranged by 24th May

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.

Watch the notice boards for further information.

The meeting closed at 21:00

Susannah Lampard, Clerk to the Parish Council

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

SUMMARY OF ACTION POINTS FROM THIS MEETING

SL Call Stephen Leonard – Did WC clear the path at 10a or do we need to thank owners – tree at 12? Update on steps and bridge over ditch?	Clerk	ASAP LM 16.3.21
Draft and send Danny Kruger and Ian Gibbons – re-remote meeting legislation in support of NALC reccomm. DH	Clerk	Sent 12.3.21
Reply to representation made – Draft TO dh & PRH	Clerk	
Clerk to publicise Elections notice from WC	Clerk	By 29 th March 2021
PM will nudge Landowner re. respond to his letter	PM	Ongoing

Elections Update – Clerk disseminate all Timetable and nominations info and link (incl.PO) April 8th Paper will have been delivered.	Clerk	ASAP
Research with KC on various land registry info,	Clerk/KC	ongoing
Role Addresses and send to Residents about cutting back trees and hedges along the road	Drafted by PM	ongoing
April Meeting Training online for Cllrs – with KF	Clerk	Post elections on 6 th May
Look out from KF Notes on sunset clause re, 6 th May for online meetings ending/continued by NALC KF .. PM gave his apologies if physical meeting is legal.	DH/Clerk	Discuss confirm Annual (first) Meeting of the PC Before ...21
Patney Road Salt Bin Clerk Prices for Salt bin. March Agenda to 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 check draft response to A Mather from SL. Update on Gulley Flushing Not done in December or January	PRH	ASAP
Clerk to investigate landowner for the Elm Trees	Clerk	for March meeting