

Chirton & Conock Parish Council
Minutes of the Meeting
held at 10 Andover Road, Chirton SN10 3QW
on Tuesday 22nd June 2021 at 6.30pm

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 Harnes, Chair (**DH**), Paul Mills, Vice Chair (**PM**), Kay Clare (**KC**), Phillippa Radford-Howes (**PRH**), Gerald Lanfear (**GL**) Christopher Chapman (**CC**),

Attending: Susannah Lampard (**Clerk**)
 Sharon Prance (**RFO**) joined remotely (due to imposed Isolation).

40 Apologies for absence None

41 Receive declarations of interest or requests for dispensation - None

42 Receive and approve Minutes of Final Parish Council Meeting held on 6th May 2021, Annual (first) Meeting of the PC on Thursday 17th May 2021. Clerk had circulated minutes to Councillors and they were confirmed received and approved and available to view on the PC Website. The Minutes of 13th April and 26th April 2021 had required re-numbering due to an error and were duly signed and dated.

43 Clerks Report and updates since the last meeting.

The Government confirmed the delay of a movement to step four from the original 21st June 2021. Cases over the last seven days as of 21/6 at 28.2 per 100,000. Approx. a month ago on 20/5 Wiltshire cases over a 7 day period averaged 11.6 per 100,000 with the National average at 22/100,000 then.

Care Homes since 24th May Care home residents have been able to nominate up to 5 named visitors for regular visits.

Cases in schools remain relatively low however families are reminded that the rule of 6/2 families can mix indoors.

Travel some ease of restrictions therefore advice is to follow the correct steps to minimise risk of catching and spreading C-19. People must read the guidance and apply to personal circumstances before deciding if they are legally permitted to travel. Ref to www.gov.uk Travel abroad and C-19.

Variant B1 617.2 origin India, a handful of cases in Wiltshire. It is predicted by the Chief Medical Officer that in future there will be a dominated version of C-19 in the Country.

We are advised to continue observing the C-19 guidance.

Vaccinations are now open to 18 Year Olds.

Overview of face-to-face Town and Parish Council Meetings, the 1st (or in some cases 2nd) Meetings have taken place in person, for a considerable period. Feedback from Parishes is that generally they ran smoothly, using a mix of face-to-face and zoom; where members of the public had requested to engage in a safe format.

Queens Platinum Jubilee 2022 Tree Planting Grant.

At the end of our last meeting, PM had requested the Clerk find out more about this project. It was launched on 17th May 2021 by The Queen and Prince Charles to honour her 70th Jubilee, next year. The Offices of Lord-Lieutenant of Wiltshire returned an email request for further information on Grants with confirmation that no funding was available and an invitation to the PC to donate and plant a tree on behalf of the Parish, under the Project known also as the Green Canopy. Discussion was invited and the suggestion of a commemorative bench was also floated.

Action: Councillors CC & Clerk Quotations to be sought for suggestion.

Keep Britain Tidy – initiative for the **Village Clean up** went ahead as advertised. Despite warmer than expected weather, 9 attended to help with litter picking along footpaths and the A342. 3 ½ bags were filled. Thank you to Councillors and members of the Parish who helped. Other members who could not attend, informed the Clerk of planned litter picks in support of efforts to keep our village tidy.

Finally the Clerk confirmed that two **Highways improvement request forms have been submitted**: to re-paint the zig-zag Lines by the School and a (new) request for lines to be painted to prohibit parking at the end of the driveway for Glenthorne, The Street, Chirton. **Clerk – Contact WC Highways to determine if the Form submission was sufficient.**

44 CATG Agenda Items from Meeting on 16th June 2021 – PM feedback from meeting.

Resolved:

Issue 5567 – Chirton A342 request to re-instate footway outside of the former Public House Wiltshire Yeoman. The start date for construction has been confirmed, works are to begin on 9th August for a duration of 10 days. This was initially due to happen last Summer but was delayed due to Covid 19.

Issue 10-20-9 Chirton – request for 20 mph speed limit

Ongoing: Issue submitted by Chirton PC on 24/11/20. Area of concern excludes A342. The PC await 1st survey – metro count and Councillors to meet to discuss suitable locations for measuring equipment. The results of this initial (free) survey will determine the need for further action.

Action: Councillors to meet to discuss suitable locations for 1st Survey and contact WC as to whether it can be in a single or in multiple locations

Representations from Members of the Public

1. Horse Crossing at Conock – A342. PM was contacted regarding the request for this to be raised. He advised that a sign/signs for horses crossing can be put in place with the help of CATG (next Meeting 8th Sept 2021) – **PM/Clerk – to request GATG Agenda Item.**
2. A resident in The Street emailed 20/6, PM passed a report of dead Ash tree(s) overhanging the footpath leading off the High Street towards Conock (via the Village Hall) to the Landowner/Manager, who replied 22/6 that an assessment by a contractor confirmed dead Ash is to be removed as soon as weather allows.

21/18

45 a. Rights of Way - Ongoing, CHIR17

Ongoing: Progress on opening up the Full Length of this footpath. Wiltshire Council have yet to cut the steps into the bank from the Street. (WC were also to look into pollarding the tree that overhangs the access to the footpath/field at the rear of 10a and 12 the Street). The landowner has agreed to remove the barbed wire that currently prevents access into this field. The Council was awaiting better weather in order to create a bridge over a ditch further along the footpath..

The remaining designated route is through unlocked gates and a kiss gate, until further notice of a permissive alternative route around live-stock gates is opened (at the discretion of the landowner).

Action – Rights of Way Committee to chase WC re. steps and sleepers over ditch. Consult SL (WC)

b. PC proposal - Permissive Path - South of CHIR17.

Ongoing: PM reported further progress on this matter has been made with the landowner agreeing in principle to the creation of a permissive path to run between the garden fences and a new resited barbed wire fence, allowing a 1.2-1.5m path width. The barrier/stock fencing is required in order to graze cattle. By extending the barbed wire fence along the route of the permissive path and the part of CHIR17 in this field, it is believed that the requirement for access gate/s can be avoided. PM also confirmed that the PC are due to fund this work along with the construction of a ramp, over curb at the South opening of proposed Permissive path. Signage requirement tba.

Action: R of W Committee – Quotes to be sought – stock fencing, gate(s) Consult SL (WC) on initial 10 Year Contract .

46 FINANCE Resolved items included:

1. Cash Book and Bank reconciliations – PC to 31st May 2021
2. Cash Book and Bank reconciliation – Parish Hall to May 2021

PC Treasurer's account = £6,983.36

PC Savings account = £14,001.60

TOTAL PC accounts = £20,984.96 of which £9,281.90 is currently NOT earmarked or restricted.

Parish Hall account = £ 1,200.45

PROPOSED : DH, SECONDED: KC. APPROVED and Signed by DH.

3. Budget EMR

PROPOSED : DH, SECONDED: KC. APPROVED and Signed by DH

4. Asset Register, with addition of new Grit Bin £165.
Approved previously and Signed by DH

5. AGAR - Internal Auditors Report – carried out on 22nd May and circulated by RFO. The Annual Internal Audit Report signed by Claire Linguard of Auditing Solutions was received and reviewed. It commended the PC on providing an infrastructure which has enabled the Council to continue to provide a high level of service to it's parishioners including the quality of records kept, it's robust budgetary processes and it's exemplary Precept report . Best Practice comments to consider and approve and sign, as follows:

- Newly adopted Invoices in a table including, Net, VAT and Total (see below).
- Power for giving funding to an organisation. The PC need to confirm under which power we are making donations.
- Formally adjust and adopt Budgets going forward.

PROPOSED : DH, SECONDED: PM. APPROVED and Signed by DH AGAR page 4 of 6

21/19

6. **AGAR - The Annual Governance Statement (Section 1, page 5)** - Minuted as 47.6 to consider, tick, acknowledge.
PROPOSED : GL, SECONDED: KC. APPROVED and Signed by Chair and Clerk.

7. **AGAR - Accounting Statements (Section 2, page 6)** – includes precept £12,600..signed by RFO (SP) 14.5.21 and seen by Auditor. PC to consider, approve and sign
PROPOSED : PRH, SECONDED: CC. APPROVED and Signed by Chair.

8. **Agree dates for period of Exercise of Public Rights.** (Posting of Public Notice to look at records). 28/6-6/8/21, **to be posted 25/6/21 electronically and in physical form. DH/Clerk**
PROPOSED : DH, SECONDED : PRH. APPROVED

9. **Invoices are to be agreed/noted:**

	Invoice Date and Number	Supplier	Description	Net	VAT	TOTAL
*	01.06.21 P163	Community First	Annual Insurance	246.47		246.47
*	24.05.21 P164	Hurdcott Landscaping	Maintenance May 2021	50.00	10.00	60.00
*	02.06.21 P165	SSE	Telephone Box Electricity	5.30	0.26	5.56
	25.05.21 P166	Auditing Solutions Ltd	Internal Audit 2020/21	120.00	24.00	144.00
*	09.06.21 P167	IONOS	Website 8.6 – 8.7.21	15.00	3.00	18.00
	05.06.21 P168	Amazon – Pay S Lampard	Hand Sanitizer Gel	7.49	1.50	8.99
	05.06.21 P169	Amazon – Pay S Lampard	8 x Litter Pickers	30.79	6.16	36.95
	05.06.21 P170	Amazon – Pay S Lampard	5 x Pairs Adult Gloves	9.90	1.98	11.88
	05.06.21 P171	Amazon – Pay S Lampard	3 x Pairs Kids Gloves	11.50	2.30	13.80
	15.06.21 P172	Currys PC World - Pay S Lampard	HP Inkjet Printer	68.33	13.66	81.99
	TOTAL			564.78	62.86	627.64

* Invoices paid, or agreed through ARPA (Annual Regular Payments Agreement 06.05.21)

PROPOSED : PM, SECONDED : GL. APPROVED

48 Roles and Responsibilities – Changes to be made by DH from document circulated by the Clerk before meeting, as follows:

- Request add KC to Area Board Meeting attendance
- Pewsey PCAP - GL & PM
- CATG – Wednesday p.m – PM request to add CC.
- Winter planning PRH, GL to be added / PM to be removed
- Redhorn submissions – Clerk (SL).

21/20

- VH Working Group – GL & CC to join.

- Rights of Way working group – CC to be added.
- Website – Clerk (SL) to be added and trained as emergency back-up.
- **See addendum for summary sheet**

49 Stewards Report – PRH Works List request to Parish Steward and update

Stingers blocking the ditches in drain at Small Street. CC has dug gullies there recently. Conock layby by post box required to be cleared/ sprayed and at Weir Cottage near Patney the hedge to be cut back. Steward is to be asked if he can strim the narrow stretch of grass by Fussell Close. **Action: PRH to inform Steward**

Audit of Salt Bins to be carried out for Nicola Mundy – email request for winter preparations sent by Clerk. Revisit in July meeting
Action: Inform N Mundy- Request Salt bags

50 Defibrillator for Conock – Possible Location and Funding to be explored. Plus a request for re-training when possible. **Action: PM to approach parishioner previously involved**

51 Planning Application PL/2021/04586

Single Storey Front, Rear and Side Extensions, Pitched Roof to Garage and existing Extension Consultation to 7.7.21. Comments from the PC – No Objection.

52 Planning Application PL/2021/04386 Chirton School SN10 3QS - Provision for new access, car park and main entrance. Consultation to 15.7.21.

This matter was discussed at the full meeting of the Parish Council on the 22nd June 2021.

Whilst the PC is supportive of efforts to improve arrangements for vehicles travelling to and from Chirton school, it has a number of significant concerns:

1. Details of this application were received/published long after they were posted with WC. Why was there this delay ?
2. The proposal involves moving a number of PC community assets - there has been no consultation and there must be before this application can be properly considered. This plan includes a note that the phone box is 'unused' which is definitely not the case. It should further be noted that the phone box is connected to a power supply, which will need to be rerouted and reconnected. Additionally, the proposed location of the Community notice board is felt to be inappropriate.
3. The proposal involves the loss of 3 or 4 community parking spaces - it does not appear that the implications of this have been considered and must be before the application can be properly assessed. As well as considering how this loss may be mitigated, it may also cause further parking on grass verges which the PC need to discuss with the school with a view to including ways of preventing it that may form part of this proposal.
4. The PC would like to know the proposed workings of the drop-off and collection arrangements for consideration.

In summary, the PC contends that consultation between the school and PC is required before this proposal can be considered. The PC requests that any decision on this proposal must be put on hold or delayed, until the necessary discussions have been held.

The PC looks forward to receiving a response to this request shortly.

Action : Clerk to submit Comments and Request to Wiltshire Planning Portal

53 Late Planning Applications - None

54 Phone Box – Plan for maintenance. Re-paint, DH to contact contractor.

55 War Memorial plans

21/21

Action: PM wishes to explore further the location and keep on the Agenda.

56 Agree date of last summer PC Meeting – 20th July 2021 (TBC). Zoom subs for June will apply. Venue tba.

Susannah Lampard – Clerk to the Parish Council.

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 Harnes, Chair

SUMMARY OF ACTION POINTS FROM THIS MEETING

Update on steps and bridge over ditch – plus advice on Contract permissive path 10 yr – contact Stephen Leonard	Rights of Way Committee	ASAP
20 mph – CATG location to be found for 1 st Survey	All	ongoing
Action: Councillors CC & Clerk Quotations to be sought for suggestion. Platinum Jubilee Bench	Clerk/CC	ASAP
Clerk – Contact WC Highways to determine if the Form submission was sufficient.Re. road markings	Clerk	ASAP
PM/Clerk – to request GATG Agenda Item. Horses Crossing for A342	Clerk/PM	ASAP for Sept 8 th Meeting
Research with KC on various land registry info	Clerk/KC	ongoing
Update public –Footpath on A342 work to go ahead 9 th August 2021 for 10 days	Clerk	ongoing
Clerk to Contact School - Meeting venue for 20 th July	Clerk	ASAP

Phone Box -. Paint – Agenda Item for next DH contractor	DH	ongoing Spring
Planning Comment the School parking Submission and req for extension	Clerk	ASAP