

## Chirton & Conock Parish Council

### Minutes of the Meeting

held at The Old School, Chirton  
on Tuesday 8<sup>th</sup> March 2022 at 7.15pm

*Susannah Lampard, Clerk to the Council: [clerk@chirtonandconock-pc.org.uk](mailto: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:** Phillippa Radford-Howes, Chair (**PRH**), Christopher Chapman (**CC**), Paul Mills, Vice-Chair (**PM**), Gerald Lanfear (**GL**). .

**Attending:** Susannah Lampard (**Clerk**)  
Sharon Prance (**RFO**)  
2 Parishioners

**162 Receive apologies for absence** - None

**163 Receive declarations of interest** or requests for dispensation – None were received.

**164 Receive and approve. Minutes** of the PC Meeting held on Tuesday 15<sup>th</sup> February 2022. Chair PRH received and signed the Full Minutes of last Meeting, now available to view on the PC Website.

**165 Representations**

- 2 representatives of Chirton PTA were welcomed to the Meeting. Parent-governor PH had provided terms of reference via email to the PC prior to the Meeting to give the authority to speak on behalf of the school and a Road Safety working group.

The reason for the representation from PH to the PC, is that it had been identified from an impact report produced for the School, that it was considered that there had been several attempts to mitigate danger from traffic outside the school in the high street in Chirton at certain times of the school day and that the issue of road safety for pupils, families and staff associated with School, still remains a top risk. Risk scored 10 for impact and 8 for probability after mitigation. An approach by the Chirton School PTA to the PC would wish to gain support in creating a compelling case and seek the leverage of local Government. The school has been unable to secure funding from the MAT. PH had considered the Neighbourhood plan made in 2016 together with its objectives and questioned the progress made. The proposal would be via a joint road safety working group to prepare a business case for forward action and looking at applications for funding.

PRH stated that the traffic and parking issues in the Village have been cause for numerous complaints within the Parish. The PC has looked at the plans for School drop off and submitted support and noted some interim solutions are in place, for instance the flashing lights, road markings which have met with the approval and support of PO. The Footpath (CHIR 17) at the back of school has been agreed, which will provide access from the Hollow so with

the work that has been done so far to achieve this, a continued drive to provide an alternative walking route via Footpaths to School is the aim. A footway along the side of the highway is not achievable in terms of funding. The incremental activities do not solve the problem for the School given its size and influence. PRH asked if the school has approached the council regarding a mini-bus and it is was thought, that although this may be an answer, it has not yet been explored. PM has been a school Governor and member of the PC and would have hoped that the lights installed by the PC, had contributed against the mitigation score. The many discussions within the PC and a Landowner to work toward the footpath solution is going ahead but taking time. The funding issue remains and is acknowledged by the PC. PM has previously spoken to the educational side of the Council who have committed money where possible, with limited and reducing budgets. Since Chirton School is part of the EQUA MAT it is no longer the responsibility of WC authority area. PM suggested a drop off possibly away from school and from the highway and those residents affected might wish to get involved. PRH suggested that the Findlay foundation may be worth approaching regarding funding. PH is proposing regular meetings of a Road-safety Working Group and PM agreed to support and offer his experience and knowledge. The Chair also agreed to the set up and support of the working group for PC consideration and approval prior to a public meeting and consultation.

- Representation on behalf of parish residents in Conock. Email correspondence of 3/3/22 was forwarded prior to the meeting, to Councillors for discussion, regarding the location that Highways have placed Horse Crossing signage on the A342 opposite their property. Also that the residents have reported their concerns about the signage location, to Highways Wiltshire. Paul Mills confirmed that this was a good action to take. Cllr. PM states that he wishes to take the matter up with Mark Stansby Senior Traffic Engineer, Highways, to see what can be done and feed back to the Parishioners.

#### 166 CATG Agenda Items.

- PM has applied for 2 traffic survey suitability assessments that are to be carried out and average speed check will be counted at 2 locations before a next stage can be determined.

#### 167 FINANCE

##### 1. Cash Book and Bank reconciliation - PC to 28th February 2022.

PC Treasurer's account = £8,060.12

PC Savings account = £14,002.67

Total PC accounts = £22,062.79

Total unrestricted = £10,559.73

An EMR for £2000 to be added for Kerbing

##### 2. Cash Book and Bank reconciliation - Parish Hall to 28<sup>th</sup> February 2022.

Parish Hall account = £1,200.54 .

#### 5. Invoices

| Invoice date | Invoice No. | Supplier     | Description                       | Net     | Vat   | Total   |
|--------------|-------------|--------------|-----------------------------------|---------|-------|---------|
| 02-Mar       | P214        | SSE          | Telephone box electricity Feb 22  | £25.86  | £1.29 | £27.15  |
| 12-Oct       | P215        | Redhorn News | Redhorn Magazine village sub 2021 | £885.00 |       | £885.00 |

|           |                   |                       |         |         |
|-----------|-------------------|-----------------------|---------|---------|
| P216      | Devizes Food Bank | Donation              | £100.00 | £100.00 |
| P217      | Open Door         | Donation              | £50.00  | £50.00  |
| P218      | Devizes Link      | Donation              | £75.00  | £75.00  |
| P219/P220 | Staff             | Salaries - Jan/Feb 22 | £499.40 | £499.40 |

**TOTAL** **£1,635.26   £1.29   £1,636.55**

- The agreed Footpath percentage cost to PC is due be invoiced by CATG for £4,500

**PROPOSED: PM, SECONDED: PRH. AGREED**

6. **Budget (SP) - EMR Reserves.** Underspent, funds had been reserved for community assets and a new computer and hard drive. The printer was cheaper than expected. Funds were reserved for online zoom payments, but not needed. Training fees for SLCC for Clerks training not yet used

7. **Noticeboard repairs** - MB joinery quotation to replace warped backing £140.76 + VAT. Agreed.

8. **Jan & Feb Officers hourly pay** and extra salary payment for officers – A pay increase of 1.75% has been agreed by the Unions and back pay from April 2021 up to March 2022 is owed.

9. **PROPOSED: PM, SECONDED: PRH. AGREED.**

9. External Auditor for Year End approval for PKI Littlejohn to be instructed. Agreed

**PROPOSED: PM, SECONDED: PRH. AGREED.**

- The RFO asked for agreement to pay Holiday Pay and March 2022 hours before year end. RFO sent an estimate of figures for both by email which were agreed and will be in invoices for approval at next meeting.

**168** Late Planning Application – None

**169** Councillor Vacancies – Welcome members of the Community to join the meetings.

**170** Jubilee Celebrations Update from Community Group Meetings (PRH/PM) – The Beacon lighting will go ahead on the Friday as planned and Sunday is earmarked for planting the Malus trees and to celebrate, either with a street party or using the school grounds as we have permission. It was discussed with Parishioner's present, that we would apply for Street closure as a more inclusive and Community orientated way of celebrating together by bringing tables and picnics on to the street. Also an application for funding from Pewsey Area Board For a Jubilee event for all generations, for the tree planting and picnic event on Sunday 5<sup>th</sup> June, will be applied for by 20<sup>th</sup> March deadline.

**171 Parish Stewards Report and Updates from PRH Ongoing:**

- **Works carried out this month** despite the Steward initially being diverted to clearing trees after damage from the storms, he is due back in 2-3 weeks from today
- The gully clearance list includes Chirton as drains are becoming blocked. PRH will keep up the contact until they are able to come out.
- Railings along the Street. Cllr. CC has offered to paint in May and will request a paint refund. Also the phone box re-paint which we have paint for.
- The tractor has been out and trimmed back A342 hedging
- Pothole by phone box, once again needs to be re-filled – Application on MyWiltshire.
- Oak tree protection – a further quote is to be provided. Plus 9 x £50 for the Oak wire wraps is to be agreed at the next meeting.

**172** Climate Update - Liz Read, Transport Officer sent reports to the Clerk via email, following the Wiltshire Climate Strategy Adoption at the Full Council meeting on 15<sup>th</sup> February 2022 (Agenda Item 12). Information included National League table score of 81% for Wiltshire. UK emissions have fallen now 48.8% below levels recorded in 1990 and 9% drop in 2020 due in large to the nationwide lockdown and the reduction of business supplies transport. A next phase of National Government Strategies and targets is the 2023 Wiltshire local transport plan. April report and quarterly thereafter.

**173 Defibrillator for Conock** – The Defib store quotation £975. Plus VAT Power supply PM proposed to contact the landowner to site the box and arrange for an electrician to fit it. An application for £500 has been submitted to the Area Board by PM and the PC will agree to fund the remainder.

**174 Tree Plaques requirement at 3 locations (PRH)**

- Millennium tree plaque for Indian Bean Tree (*catalpa bignonioides*)
- WW2 Memorial plaque for Sergeant Lesli Thumbwood, to accompany planting of an Oak tree.
- Queen's Jubilee 'Tree Canopy' plaques for 3 Malus trees to be planted as part of Celebrations.

**175 Highway Improvement request – Land to front of Church.** At the last Meeting the PC agreed to proceed with an application to CATG, when PM had the backing of the PCC which was gained at the last Meeting of PCC. PM has submitted the application to CATG for funding for a raised Kerb, with two sections of drop kerbing, to enable access by vehicle and footpath on the northbound side of highway from the driveways; 57 to 61 The Street, Chirton, approximately 57 metres.

(Info from previous meeting: a rough cost of £6000, for which application to CATG for funding in part and the PC would contribute a possible 25-50%).

PC has budgeted £2000 within EMR - see 167.1 above **PROPOSED: PRH, SECONDED: PM. AGREED.**

**176 KBT – Great British Spring Clean** – A date for this event to involve the Community and School of 22<sup>nd</sup> May 2022 to Meet at the Front of the Old School at 2pm, to be Advertised.

**177 Police Report** - The re-introduction of a quarterly Report from Wiltshire Police. Next Meeting in May for PC June and September 22 Agenda's. The PCC plan to fundraise to replace the lead roof of Church with a metal composite.

**178 The next Full Parish Council Meeting** is scheduled to be held on **Tuesday 12<sup>th</sup> April 2022 at The Old School Chirton at 7pm.**

**Next AGM scheduled for 10<sup>th</sup> May time tbd at April Meeting**

Watch the notice boards for further information.

The meeting closed at 21:15

Susannah Lampard, Clerk to the Parish Council

Agreed and Signed:..... Dated: .....  
Phillippa Radford-Howes - Chair

### SUMMARY OF ACTION POINTS from THIS MEETING & ONGOING ISSUES + UPDATE RECORD

|  |                         |   |
|--|-------------------------|---|
| <p><b>Permissive Path (South of CHIR 17)</b> - draft Contract 10yr – PM to chase SL of WC. PC Quotes for fencing being obtained GL/PM counted the posts ...75 stakes, 5 strainers, 3 strands barbed wire, 3 strands plain each side of 1.5m path ramp, quotes before a vote.</p> <p><b>CHIR17 – Designated Footpath</b> Update on open access of footpath – PM follow up on WC's intended action to add steps and sleepers over ditch in order to open access to full length of footpath. Tree limb is hanging over access to path at rear of 10a The Hollow. PRH suggested PC may have to address as WC are backing down from carrying out these works.</p> | Rights of Way Committee | ONGOING<br>Off Agenda<br>awaiting<br>quotes and<br>further<br>information |
| Horse Crossing – Highways and PM to discuss what can be done about the signage locations   | PM                      | ONGOING<br>awaiting<br>further<br>information<br>from<br>Highways         |
| <p>Jubilee Committee – Clerk forward all relevant emails and info. To Committee. PM, DJ, JW, PRH.</p> <ul style="list-style-type: none"> <li>• Funding for Community event from Area Board to be applied for by 20<sup>th</sup> March 2022</li> <li>• Road Closure to be applied for</li> </ul> <p><b>Posters on Noticeboards</b></p>  | Clerk                   | ONGOING<br><br>Done<br><br>By April<br>Meeting                            |
| <p><b>War Memorial Committee</b> – CC PM formed a committee. Inform SL when it is to be returned to the Agenda.</p> <p>Land Reg Search –WC Freehold req confirmation</p>   | Clerk                   | ONGOING<br>April Agenda   |

|  |  |                                |
|--|--|--------------------------------|
| <p>Clerk Follow up MB re. treatment of noticeboard wood and warped wooden backing – <b>Go ahead</b></p>  | <p>Clerk</p>   | <p>ONGOING<br/>Invoice due</p> |
| <p>2 Cllr vacancies. SL Poster Redhorn. On Website and Noticeboards</p> <p><b>PRH Invite possible candidate(s) to join Meeting</b></p> <p><b>Any interest to direct to Clerk</b></p>   | <p>Clerk/PRH</p>   | <p>ONGOING</p>                 |
| <p><b>CATG Issue 10-20-9Agenda Notes 12.11.21 (Meeting 17.11.21)</b></p> <p>Updated – PM Item on <b>9 Feb CATG</b><br/>Agreed 1- stage - If a record of speeding criteria is met, then a full 20mph limit survey will follow at a cost of £2,500 for which the PC will need agreement to fund a percentage of.</p> <p><b>Chirton – request for 20 mph speed limit assessment</b></p> <p><b>037-008</b> – C241 Small Street, Chirton</p> <p><b>W3W Link</b> - <a href="https://what3words.com/learn.crest.slimming">https://what3words.com/learn.crest.slimming</a></p> <p><b>W3W Survey Location</b> – Attach to telegraph pole on green outside bungalow no. 15</p> <p>(please note amendment which was needed to find suitable street furniture to attach the survey unit)</p> <p><b>037-009</b> – C51 The Hollow, Chirton</p> <p><b>W3W Link</b> - <a href="https://what3words.com/dynamic.glider.surpassed">https://what3words.com/dynamic.glider.surpassed</a></p> <p><b>W3W Survey Location</b> – Attach to street light no. 20 adjacent to 9 The Hollow</p> | <p>Issue submitted by Chirton Parish Council on 24/11/20<br/>Area of concern excludes A342. Speed Limit assessments are charged at £2,500 and would include all side roads within the village.</p> | <p>ONGOING</p>                 |