

# Chirton & Conock Parish Council

## Minutes of the Meeting

### held at The Old School, Chirton

### on Tuesday 11th October 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), (CC), Gerald Lanfear (GL).

**Attendees:** Cllr. Paul Oatway (PO)  
 Susannah Lampard (Clerk)  
 Sharon Prance (RFO)  
 Cllr. Paul Oatway  
 3 Parishioners were welcomed to the meeting.

**58 Receive apologies for absence** - Paul Mills, Vice-Chair (PM), Christopher Chapman (CC).

The Meeting was not quorate; however, it was able to proceed with two Councillors present, for discussion of items and updates since the last Meeting held in July 2022. All items needing agreement, post meeting, will be by majority vote via email.

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

**60 Receive and approve Minutes** of Parish Council Minutes

**Resolved:** Minutes of the Meeting held on Tuesday 12<sup>th</sup> July 2022 had been circulated and agreed prior to the Meeting. and were signed by the Chair. The full Minutes of the Meeting will be available to view on the PC Website.

#### Representations from Members of the Public

- **Resolved:** Request from Parishioner for a note to be made public in the Redhorn Parish Magazine: Bonfire Smoke & safety "Please wherever possible, inform neighbours before lighting a bonfire" **Action: Clerk for Redhorn**
- **Ongoing:** Support as a Village – Food Bank and open doors with donations of food or cash. School Is Happy to arrange a drop off day in Church Porch. Date to be decided
- **Ongoing:** Phone Box – A suggestion from the Head-teacher that School would like to support with school-books for children.
- **Resolved:** School notice board. The Head Teacher wishes to make school notices more easily visible by the addition of a noticeboard outside the school gates. The Chair contacted the Headteacher with the PC's agreement.
- **Resolved: PC noticeboards**, the cork is purchased and due to be put in place as soon as possible **Action: Clerk follow up.**
- **Ongoing: Tidy Front Gardens** – Clerk reports re. contact with the Landlord, Neighbourhood Officer, to request direct contact with tenants to mitigate further comments from the village. A reply from the Landlord on 11<sup>th</sup> October confirmed that residents are aware and acting and removal of rubbish is in hand. Landlords are supportive.
- **Resolved:** Public Notices - A request to always be mindful to use a non-digital means for information dissemination. The Chair responded that The PC uses the Redhorn and the Notice boards at the three sites within the Parish, plus a chalkboard by the Phone Box for example pre-Jubilee celebrations.

The Chair (PRH) recently undertook to knock on doors of those who she thought may not be able to leave their houses, with The Condolence book. Additionally, as appropriate, fliers are delivered within the Parish as a means (other than via social media or via our website) of disseminating important information or advice on up-coming events, to all within the community.

**Cllr. Paul Oatway reported the following:**

A new National Code of Conduct for Town and Parish Councils is due to be discussed at a full Council Meeting on Tuesday 18th October and if agreed, WC will be writing to all Town and Parish Councils for them to consider adopting the new code. Further information will follow.

Further information and allocation of government funding for locations as 'Warm Spaces' such as Libraries, due to be set up and accessible to communities and families this winter, further information will be made public.

PRH requested the support of PO and Wiltshire Council, Gullies Clearance service to clean out all drains within the Parish, which have become overgrown and compacted with mud and silt since this work was last done approximately two years ago. **Action: PO & PRH has photos of compacted drains, to follow up.**

**62. Ongoing: HFIG Ongoing: Issue 10-22-7 Chirton The Street - request for raised kerbing (approximately 55m distance) to combat verge erosion to land in front of church**

HFIG from Meeting 20<sup>th</sup> July 22, online. Present: PO, PM and Clerk.

Update re. Request from PC for raised kerbing and bollards to protect verges in front of the Church. Mark Stansby reported that early costings must consider a possible 1 week road closure. An assessment of the case on site by MS he said, didn't in retrospect account for the engineering issue of surface water collection on the bend. PM reported that there are drains and gullies that silt up and may indeed cause water to collect next to a kerb. Bollards were considered a possibility if positioned close to the verge as a solution and also to preserve the character of the village. Further discussion and assessment of costs is due to be put forward from HFIG before the PC can vote/agree to pay a proportion. **PO will update further after the next HFIG Meeting.**

**63. FINANCE**

**a. Cash Book and Bank Reconciliation - PC Accounts to 30<sup>th</sup> September 2022**

**Treasurer's Account: £6,922.80**

**Savings Account : £16,304.52**

**Total = £23,227.32, including £12,883.26 unrestricted**

**b. Cash Book and Bank Reconciliation – Parish Hall Account to 30<sup>th</sup> September 2022**

**Total £1,074.68**

**c. Quotations** to be discussed and agreed by majority vote via email

**d. Ongoing: Invoices/payments to be agreed**

Cash Book and Invoices to be agreed with all Councillors via email

Invoice date	Invoice No.	Supplier	Description	Net	Vat	Total
17-Jul	P258	SLCC	Annual Membership	£85.00		£85.00
24-Jul	P260	Hurdcott Landscapes	July 22 Maintenance	£52.50	£10.50	£63.00

02-Aug	P261	SSE	July 22 Electricity	£12.40	£0.62	£13.02
09-Aug	P262	IONOS	Website - Aug 22	£15.00	£3.00	£18.00
02-Sep	P263	SSE	Aug 22 Electricity	£12.40	£0.62	£13.02
24-Aug	P264	Hurdcott Landscapes	Aug 22 Maintenance	£52.50	£10.50	£63.00
09-Sep	P265	IONOS	Website - Sep 22	£15.00	£3.00	£18.00
09-Sep	P266	Executive Retail Ltd	Book of Condolence	£33.28	£6.66	£39.94
13-Aug	P267	HP	Ink fo Clerk's printer - repay SL	£3.74	£0.75	£4.49
09-Sep	P268	SL	Flowers and temporary condolence book	£48.97		£48.97
08-Sep	P269	Wiltshire Council	LHFIG Contribution for Horse Signs A342	£600.00		£600.00
23-Sep	P270	Community Heartbeat	2 x Defib Pads for Chirton Defib	£135.00	£27.00	£162.00
24-Sep	P271	Hurdcott Landscapes	Sep 22 Maintenance	£52.50	£10.50	£63.00
30-Sep	P272/273	Staff Salaries	July-Sept 22	£577.59		£577.59
04-Oct	P274	SSE	Sep 22 Electricity	£12.40	£0.62	£13.02
09-Oct	P275	IONOS	Website - Oct 22	£15.00	£3.00	£18.00
<b>TOTAL</b>				<b>£1,723.28</b>	<b>£76.77</b>	<b>£1,800.05</b>

**e. Precept**

- **Payment** - 2<sup>nd</sup> half of Precept has been received
- **RFO Budget Meeting date** - proposed 10<sup>th</sup> November 2022
- **Budget & EMRs**
- **Administration Timesheets and Wages** - RFO & Clerk Action: Agreement via email

**64 Resolved: Defibrillators Chirton & Conock** - Progress update report from GL  
The 2<sup>nd</sup> Community Defibrillator has been installed over the summer and is located on the Wall of Manor Farm Lodge on Conock. Thank you to those who provided the Labour and permissions for location and use of electricity.

**65 Resolved: PL/2022/06448 and Application Ref PL/2022/06860** - Works to a Listed Building Proposal: Conversion of part of Owls Barn to provide additional residential accommodation to be used in conjunction with the main house. Replacement windows to existing barn.

"The Parish Council discussed this application and via email between meetings, agreed 'No Objection' given that the integrity and age of the buildings will be reflected in the works".

**66 PL/2022/07347** Manor Farm, Chirton, Devizes SN10 3QS works to trees 2x Beach pollard, 1x Yew Fell.

**67 Late Planning Application:**

**PL/2022/07417** Land North of Rosebank, Small Street AN10 3QR – Full PP.

Action: Clerk to Circulate planning application details and gain majority agreement on support/ comments by 1<sup>st</sup> November 2022

**68 Ongoing: War Memorial** - Progress update - Research - oldiers from this Parish.

- CC listed names – via Public Notices – facebook message posted 7<sup>th</sup> September 2022
- The War Memorial Committee have reported to the PC that they are researching additional names for Soldiers for their connection with the village for inclusion in the Redhorn magazine.. Action: Clerk to write Public Notice for Redhorn Parish Magazine as follows:

*Chirton & Conock War Memorial Community Group are planning to provide a local Sarsen Stone War Memorial, at the junction of The Street and Small Street (on the grass area behind the bench). We have been researching names that should appear on the stone and need your help !! Are you aware of any names that you think should be included, that are not already annotated on the trees behind the church? If you do have any information or comments about the plans, it would be greatly appreciated.*

**69 Ongoing: Transfer of Land** - resolve via email/ongoing.

**70 Ongoing: Village Hall** - A plan for the building - Discussion with members of the Community at this early stage reflected some local views and those of Councillors that the correct Improvements would benefit the Community. The Chair is due to meet the professional asbestos removal firms and also to look at the Oak tree on the green outside, that needs maintenance. Action: PRH will action.

**71 Stewards Report** and preparations for Autumn/Winter PRH

- Works carried out since July and ongoing
- Thank you to Residents, who moved their cars to assist with access for the hedge cutter and chopping back the over-hanging trees and brambles along the road side from The Hollow.
- Overgrowth around road signs was cut back for winter
- Strimming on Small Street and gullies were cleaned, path at the rear of the church was leaf blown and cleared.
- Gullies clearance – Highways action for drains and ditches in Small Street

WC – Gullies Clearance Budget (P.O Supporting to raise with Highways - Small Street ditches. (from Item 49, July 22 Meeting) The Chair reported that gullies have not been properly cleared by the WC service for 2 years in Chirton, which Cllr PO made a note to support and raise with Highways. Also brought to the PC's attention for clearance are the overgrown drains in Small Street. Action: PRH with PO support

**72 Ongoing: Condolence Book**

The Book of Condolence dedicated to her late Majesty Queen Elizabeth II  
There is an option to either

- Keep – Archive/display locally in the Church

- Supply to Devizes Town Council for local Records.
  - Send to Swindon History Centre for County Archive
- It was also discussed that, in addition, the collective heartfelt messages from our Parish, could be scanned and put onto our website. If you wish to have a say, please contact the Clerk at the above address.

**73 Parish Council Meeting** - September Meeting was Cancelled due to Official period of mourning for HM Queen Elizabeth II

**Next Meetings will be held:**

**Tuesday 8<sup>th</sup> November 2022**  
**Tuesday 13<sup>th</sup> December 2022**

The meeting closed at 20:15

Susannah Lampard, Clerk to the Parish Council

Agreed and Signed:..... Dated: .....  
 Phillipa 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 Off Agenda awaiting quotes and further information
<p><b>War Memorial Committee</b> – CC PM Committee Members</p>	Clerk	ONGOING
<p>Clerk Follow up MB re. Cork for noticeboard received by MB – <b>Go ahead given awaiting installation</b></p>	Clerk	ONGOING Invoice due

<p>2 Cllr vacancies. SL Poster Redhorn. On Website and Noticeboards</p> <p><b>Any interest to direct to Clerk</b></p>	<p>Clerk/PRH</p>	<p>ONGOING</p>
<p><b>CATG/LHFIG</b>  <b>History</b> – PM on Speeding/20mph Item  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.  <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  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>