

Chirton & Conock Parish Council

Minutes of the Meeting

held at The Old School, Chirton

on Tuesday 13th June 2023 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: Phillippa Radford-Howes, Chair (**PRH**), Paul Mills, Vice-Chair (**PM**), Christopher Chapman (**CC**), Gerald Lanfear (**GL**), Tim Burgess (TB).

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

Part I

34 Welcome, Apologies for absence - **Cllr. Paul Oatway** and **receive declarations of interest** or requests for dispensation - None were received.

35 Resolved: Receive and approve Minutes of :

- Annual Parish Council Meeting held on Tuesday 16th May 2023.
 - Annual Parish Open Meeting held on Tuesday 16th May 2023
- Chair (PRH) received and signed the Full Minutes of above Meetings, available to view on the Parish Council Website.

36 Representations from Members of the Public. For any items not listed on Agenda.

Matters Arising/Outstanding from previous Meetings were discussed, in summary, below:

- The boundary line of the hedge opposite the bend on The Street opposite The Church and allowable width of highway overgrowth has been exceeded and traffic is moving out into the centre of the highway to avoid it. The road traffic signage for vehicles to slow down, it was reported is also concealed by overgrowth. Measures to rectify this and a request to assist from the PC to Wiltshire Council, has been made and is in hand. **Action: PM/PRH**

- Representation from a Parishioner regarding traffic and parking problems caused at key times of the School day on both sides of the highway, from The Hollow and along the length of The Street, require the co-operation of all to be vigilant to through traffic and the dangers to pedestrians, parents and especially children. The Chair, PC and school have met and discussions of possible measures to mitigate incident and the PC's support is ongoing. (Minutes 8.3.22 item 165). It was discussed that extended school (staff) parking on-site would be the solution, however we are aware that funding for the School is an issue as part of the EQUA MAT they are outside of WC authority area. The school also informed the PC that 11 pupils are in fact joining the role (not 20), in September and there will be leavers. The PC's reinstatement and extension of Footpath (CHIR 17) from (CHIR8) to the rear of the school and continuing parallel to The Hollow, has been agreed, (item 41 below) in a continued drive to provide an alternative walking route away from the traffic. The PC have informed school, about the safety concerns from the village, and another request has been made to ask parents to park considerately. **Action: Clerk.**

- A Parishioner requested that consideration be given to a highways safety issue at the steep approach from The Hollow onto the A342 and that sensor traffic lights with priority to the A Road and speed reduction from both approaches into the Village on the A342, would aid safe access for vehicles onto the A342 and where visibility over verges has been reduced due in part to the development of The Old Wiltshire Yeoman. An application to Highways is to be agreed but would at this stage be supported by all Councillors.

Action: Clerk to draft Highways request/ALL

- A report that was posted by the PC onto Facebook following incidents last month of a cyclist following village resident's home, has been reported and the police presence has been visible. We are advised that this is an issue to be addressed by the police with respect to care in the community.

- A Member of the Parish spoke regarding his request at the Parish Open Meeting for a Footpath alongside the A342 from Chirton to Stert. The path that exists from Stert to Devizes, which is overgrown in places, is out of area for Cllr. Oatway. However, he did say that he would support an application from Chirton PC. PM suggested that the existing footpath/Byway route running approximately parallel to A342 could be taken to the western exit of Wedhampton and a creation of a footpath to Lydeaway and further to the Bridge before the old Clock Inn, Stert Valley would be beneficial. The cost of the works carried out on the small stretch in front of the Old Yeoman site was shared and the Clerk reported that The Urchfont PC had been informed of the need for a footpath at least from Wedhampton to Lydeaway.

37 Resolved: Vice-Chair agreed prior to Annual PC Meeting to stand for office for Year 2023/24 and was duly elected by unanimous agreement (16.5.23 Item 16). Due to absence at last meeting, the Acceptance of Office was signed, in presence of the proper officer.

38 LHFIFG

- **Ongoing: Verge protection** to land in front of Church. Change request to installed bollards. Highways response and costings to PC's request for repositioning / distancing posts – PO not present to update the meeting.

- **Ongoing: 20 mph signage. Issue 037-008** - C421 Small Street. **037-009** - C51 The Hollow, Chirton. Post initial assessment of speeds, the village qualifies for the next stage traffic survey and comments from the village and School are welcome. A further survey to establish support with consideration to the potential PC Contribution equal to approximately 30% costs (or £900), for 20mph enforceable signage throughout the village. Is due for further survey/consultation deadline date to be discussed. **Action: Clerk Draft a Survey**

39 Stewards Report and Drainage

Ongoing: Drainage issue and historical pipework – A local resident and PO to meet in Chirton with WC Senior Highways Engineer on 23rd June.

Ongoing: PRH/PO in light of further solutions possibly required, in addition to a sewage team return visit; this item is ongoing.

DISCUSSED, PROPOSED: GL, SECONDED: PRH. APPROVED. SIGNED BY PRH

40 Finance

- Resolved:** Approve Cash Book and Bank Reconciliation statements May 2023.
The RFO reported that she had transferred the PC Savings Account
 - Treasurers account = £599.92
 - PC Savings account = £20,606.35
 Total Unrestricted = £6599.02
- Resolved:** Approve Cash Book and Bank Reconciliation statement May 2023
 - Chirton Parish Hall Account = £1077.90

DISCUSSED, PRPOSED: PRH, SECONDED: PM. APPROVED.SIGNED BY PRH

c. **Resolved:** New Invoices to be agreed

Invoice No.	Supplier	Description	Net	Vat	Total
P330	IONOS	June 23 Website+ storage	£18.00	£3.60	£21.60
P331	Hurdcott Landscapes	May 23 Maintenance	£60.00	£12.00	£72.00
P332	SSE	May 23 Electricity	£10.89	£0.54	£11.43
P333	Auditing Solutions	2022-23 Internal Audit	£150.00	£30.00	£180.00
P334	Tinnion/Expressions repay SL	Refreshments annual meeting	£15.40	£2.33	£17.73
P335	Community Heartbeat	Battery - Chirton Defib	£222.50	£44.50	£267.00
P336/337	Staff	Wages Apr- May 23	£823.97		£823.97
P338	SLCC	Annual Membership	£80.00		£80.00
TOTAL			£1,380.76	£92.97	£1,473.73

DISCUSSED, PROPOSED: PM, SECONDED: PRH. APPROVED.SIGNED BY PRH

d) **Resolved:** RFO & Clerk - Reviews, admin and wages, including holiday pay. Pre-approval from Councillors was sought to agree to delegate to the staffing committee in a meeting for staff reviews following this PC meeting, in which pay grades are to be discussed and agreed.

e) **Resolved:** Budget & EMRs

DISCUSSED, PROPOSED: PM, SECONDED: PRH. APPROVED.SIGNED BY PRH

f) **Ongoing:** Quotations

- **Village Hall** (removal of unwanted building materials)
PRH. Skip Clearance date agreed of 9th July 2023. Meet at The Old Village Hall. **Action:** Clerk order skip/PRH fb advertise Meeting on 26th June 23 at The Old School to establish help to form a Community Group.
- At this point RFO reminded Councillors of the deadline for Application for Community Ownership Fund of up to £300,000 by 12th July 2023. Match funds for £20,000 via events and Lottery fund application, if granted, were also discussed.
 - Pollard Tree by Village Hall – in hand. **Action: Clerk SIM Land.**
 - Oak Tree protection & reshape trees

- g) **Resolved:** Audit results
- h) **Ongoing:** New Code of Conduct to include relevant 'National Code of Conduct' for Councillors. A variety of governance and material to be incorporated into one document for ratification in due course.

41 Footpaths and Byways

Ongoing: WC Rights of Way CHIR17 – The progression with WC assistance mentioned in the Meeting (item 36, above). The PC are finally making good progress with stages to re-open the footpath and steps have now been cut into the bank from The Hollow and a fingerpost put in place by Wiltshire Council. Please note that until the works are completed, the footpath is not fully accessible. A letter to residents requesting tree ownership information in order to cut back a branch limb obstructing the footpath is to be delivered by hand (TB) for action to be taken by the relevant stakeholders/PC to clear this part of the access. **Clerk/SIM/Agenda for Agreement July meeting.** CHIR 8 was also discussed including the width of access and streetlights, one of which is broken near to the village Hall, Highways will be informed.

- **Ongoing:** Logs seats sleepers or benches - location permission – to be discussed further
- **Resolved:** Village litter pick attendance – The event held on June 4th Thank you to all those who collected the 6 bin- bags of rubbish from our village streets and footpaths and your help to keep these tidy is greatly appreciated.

42 Late Planning Applications PL/2023/04643 Chirton Lodge 63 The Street Chirton SN10 3QS Notification of proposed works to trees in a conservation area. to remove the crown of the tree but leave the trunk to a height of about 1.5m to establish growth for a climbing plant. Agreement - **No Objection**

43 Next Full Parish Council Meetings to be held at 7.15pm at The Old School, Chirton, on: **Tuesday 11th July and Tuesday 12th September 2023. Please Note there are no Meetings in August.**

Part II

The public and press may be excluded from the meeting on the grounds that publicity might be prejudicial to the public interest as per the Public Bodies (Admissions to Meetings) Act 1960.

PC Staff Reviews and exclusion of public and press (in accordance with schedule 12 of Local Government Act 1972).

Susannah Lampard

Clerk to The Parish Council Chirton & Conock

The meeting closed at 20:35

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>Permissive Path (South of CHIR 17) - 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>CHIR17 – Designated Footpath Update on open access of footpath – PM follow up on WC in Mya steps were cut into the bank and sleeper installation is being chased up by PM (over ditch) to open access to full length of footpath. Tree limb is hanging over access to path at rear of 12 The Hollow. PRH suggested PC to address. Quotes due.</p>	Rights of Way Committee	ONGOING Off Agenda awaiting quotes and further information
<p>M. Dawson Head of Estates & Development WC has received the Highways comments and awaiting legal due diligence for a Transfer of WC Land Preliminary Estimate from MD re. Gazette and Herald Advertisement £500+VAT (for period of 2 weeks) ahead of Cabinet Approval. Approved Sept 22. Details to be submitted July 23</p>	CLERK/ALL	Ongoing: Reply with Solicitors details to Jo Goldstone Estates Team
<p>Contact with M Perrot re. overgrowth onto highway.</p>	PM/PRH	ASAP
<p>LHFIG issue 10-20-9Agenda Notes 12.11.21 (Meeting 17.11.21)</p> <p>Updated – PM Item on 9 Feb CATG 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>Chirton – request for 20 mph speed limit assessment</p> <p>037-008 – C241 Small Street, Chirton</p> <p>W3W Link - https://what3words.com/learn.crest.slimming</p> <p>W3W Survey Location – 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>037-009 – C51 The Hollow, Chirton</p> <p>W3W Link - https://what3words.com/dynamic.glider.surpassed</p> <p>W3W Survey Location – 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>	ONGOING