

Chirton & Conock Parish Council

Minutes of the Meeting held at The Old School, Chirton Tuesday 9th December 2025 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), Tim Burgess Vice-Chair (TB), Gerald Lanfear (GL), Jennifer Kinch (JK), Emma Braithwaite (EB).

Attendees: Susannah Lampard (Clerk)
Sharon Prance (RFO).
3 Members of the Parish

103 Chair opens the meeting and welcomes Councillors and attendees.

104 Apologies for absence - Caroline Allsop, (CA), Paul Oatway (PO)

105 Receive declarations of interest or requests for dispensation - none received.

106 Proposal for Co-option of new Parish Councillors. The question of a new Councillor to be agreed at next meeting due to absence.

107 Receive and approve Minutes of the Parish Council Meeting held on Tuesday 11th November 2025. The prepared Minutes of Parish Council Meeting were confirmed as a true representation of the meeting held and signed by the Chair. PROPOSED: PRH, SECONDED: EB. All Agreed.

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

A representation was put forward for printing costs to produce an updated record of houses and buildings plus names of residents who opted to participate, and are residents of Chirton and Conock. Thank you for the work done so far and forms circulated. The aim is to provide this hard copy information and distribute to 178 households in the Parish, is supported by the PC and a donation put forward by the Chair and agreed.

A resident attended the meeting to report on an ongoing discussion with Chirton Schools' Headteacher with respect to the parking issues, previously raised with the Clerk via email, and ongoing problems with residents and school traffic. Once again, the Chair has approached the school and respectfully requests consideration by the school community, to residents. In order to support and attempt to mitigate against further parking issues, the V.C suggested that the PC take this matter to LHFIF to have an enforceable no-parking road marking painted, as requested by the resident. The next LHFIF meeting will be in January 2026

A community member also present, has made a request and is due to apply to Wiltshire Council to even up the width of their driveway on one side, adjacent to The Street, Chirton. The owners have access across Council land and wish to seek permission to resurface and landscape the area to make it level with the village verges. The PC support this due to the potentially improved visual impact and that this will create a more level crossing area for pedestrians walking the verges and have written to WC planning accordingly.

109 Ongoing, Resolved and matters arising – flood preparations were discussed with expected rainfall in the coming weeks, Wiltshire Council have informed us that the steward has been taken away from the parish for pot hole work.

Clerks Contract of Employment (NALC), has been updated with changes agreed from the last meeting and was signed by the Chair.

A sub-committee steering group for the updates due to the NDP document, has been led by Cllr. Caroline Allsop. CA will present her initial changes at the next meeting, especially with regard to future planning and land supply targets, to be met by the local authority and the size and character of the villages within our parish, before we move to the next stage.

110 FINANCE

a) Approve Cash Book and Bank Reconciliation statements November 2025

i) Community account £6,086.61

ii) Savings account £ 28,437.27

b) Approve Cash Book and Bank Reconciliation statement November 2025

i) Parish hall Account 1,100.32

PROPOSED: PRH, SECONDED, CA Agreed.

c) Budget & EMRs - In EMRs it was agreed to allocate £3000 of the unallocated CIL - £1000 to benches, £1500 for replacement of the Chirton defib and £500 for the Conock Noticeboard replacement .

d) Budget Deadline 20th Jan for tax base – **Discussed in Budget Meeting, held 11th November 2025**

- Agreement for a 3% increase. The Precept for Year 2025-26 was agreed and signed, for submission by the Clerk, to the local authority. £15,303.74 Based on Band D properties, currently with a Tax Base of £183.62; a 3% increase was proposed. (11/11/25 Full Minutes of the Meeting in Part II)
- Agreement to pay Chirton School £500 for the use of the school hall
- Charity Donations Agreed – PCC £500.
- Assets and Maintenance – to be discussed at next month's meeting.
- Invoices

Supplier	Description	Net	Vat	Total
Tactical Facilities	Dog bins - November	£ 29.25	£5.85	£ 35.10
Staff Wages	Nov Wages/PAYE	£ 431.36		£ 431.36
Lloyds	Bank charges	£ 4.25		£ 4.25
IONOS	Website Nov 25	£ 20.50	£4.10	£ 24.60
Plusnet	Bband - repay SL	£ 26.00		£ 26.00
Chirton Primary	Use of School Hall	£ 500.00		£ 500.00
HMRC	M9 PAYE	£ 63.40		£ 63.40
Wilts Council	Election Costs	£ 250.00		£ 250.00
Chirton PCC	Donation to PCC	£ 500.00		£ 500.00

Redhorn News	Annual Sub	£ 1,062.00		£ 1,062.00
		£ 2,886.76	£ 9.95	£ 2,896.71

PROPOSED: PRH, SECONDED: GL. Agreed.

- 111 Chair/Vice-Chair**
- Any updates including Parish Steward -**
- 112 Planning Applications**
- 113 Next Parish Council Meeting** will be held 14th January 2026.
- 114 Chair Closes Meeting at 20:15**

Part II Confidentiality - Agree/Approve. The public and press may be excluded from this meeting on the grounds that publicity might be prejudicial to public interest as per the Public bodies Admissions to meetings Act 1960.

Susannah Lampard
Clerk to The Parish Council Chirton & Conock

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