

**Chirton & Conock Parish Council**  
**Minutes of the Meeting**  
**held at The Old School, Chirton**  
**on Tuesday 8<sup>th</sup> July**  
**2025 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**), Tim Burgess Vice-Chair (**TB**), Jennifer Kinch (**JK**).

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

### **Part I**

- 53 Welcome by Chair Apologies** for absence - Paul Mills (**PM**), Gerald Lanfear (**GL**),
- 54 Receive declarations of interest** or requests for dispensation - None were received
- 55 Receive and approve Minutes** of Parish Council Meeting held on Tuesday 10<sup>th</sup> June 2025
- 56 Representations** from Members of the Public. For any items not listed on Agenda or mailed prior to the meeting:
- Village Hall / community space – A PCC volunteer, with approval to represent on their behalf, expressed that he would like to explore ways in which the PCC's aim for better use of the church can complement the Parish Council's work on developing or replacing the village hall. The PC welcomed the discussion on community spaces. There was also a request that a joint project and pooled resources might be considered by the PC. The Chair agreed that the community's interest in meeting for events, as we have gathered to mark VE day and before that the Coronation, indicates that the benefits are clear. A brief history of applications for funding to develop the Village Hall were withdrawn with the change of government, plus the access for the village hall is a major factor that compromises its suitability as a redevelopment. Over the past year an alternate site between 2 listed properties was explored with the local authority and deemed unsuitable with additional access concerns. A parish room at the church was also discussed, however there would be an issue with no available space for parking.
  - Parish Directory – A request by a Parishioner, to update the who and where in paper version, was given the go-ahead.
  - Waste disposal of full dog bins has been chased up with the newly appointed contractors. Clarity regarding locations and frequency of emptying, has been re-confirmed (fortnightly on a Wednesday).
  - PRH will re-organise and communicate to the public, what the phone box is to be used for, via facebook.
  - The renovation of the milestone on A342 was suggested by TB as needing a sympathetic update.
- 57 Matters Arising/Outstanding from previous Meeting**
- **Co-option of Councillor(s)** – unable to discuss due to absence.
- 58 FINANCE**
- a) Agreement of Annual Subscription: NALC/WALC paid.
  - b) Approve Cash Book and Bank Reconciliation statements June 2025
    - i) Community Current £102.460
    - ii) Savings account £30.405.66
  - c) Approve Cash Book and Bank Reconciliation statement June 2025
    - i) Chirton Parish Hall Account £1,097.27

c) New Invoices to be agreed

Supplier	Description	Net	Vat	Total
Ionos	8/7-7/8/25 Web	£ 18.50	£ 3.70	£ 22.20
Lloyds	Bank charges 10/5-9/6	£ 4.25		£ 4.25
Hurdcott Landscapes	June 25 Maintenance	£ 60.00	£12.00	£ 72.00
Tactical	June25 Dog bins	£ 29.25	£5.85	£ 35.10
Auditing Solutions	2024/25 Internal Audit	£180.00	£36.00	£216.00
Staff Wages	June 25	£ 335.99		£ 335.99
HMRC Shipley	June 25 PAYE	£39.00		£ 39.00
Plusnet	Broadband - repay SL	£ 13.00		£13.00
		<b>£ 679.99</b>	<b>£ 57.55</b>	<b>£ 737.54</b>

d) Audit Comments from Claire Linguard

- Change of domain to gov.uk
- Email addresses – generate new
- Number EMR's
- Financial risk register
- New contracts for administrators.

e) Budget & EMRs

f) Quotations - none

g) Submission for Charity Commission

**59** AGAR 25 – Website Updated

**60** **Stewards Report** – next visit to be advised for works to be carried out.

**61** **Footpaths and Byways** – there is to be further discussions with landowners to confirm the works and location of permissive path.

- a) PL/2025//04814 19 The Hollow, SN10 3QP – Front porch extension; pitched roofs to form dormer windows, car port and storage to rear. Consultation to 17<sup>th</sup> July 25. The PC agree to support this application.
- b) PL/2025/05178 – Manor Farm,17 The Street, SN10 3QS – Election of detached car port following removal of existing installation of 2 air source heat pumps Consultation to : 21<sup>st</sup> July 25  
The application was discussed at length and a structured response and objection was agreed.
- c) PL/2025/05051 – 2 Miller Close SN10 3QY – Proposed single storey lean-to front porch /kitchen extension of the existing garage new 2 storey extension and loft conversion. Consultation to 9<sup>th</sup> July 25  
The application was discussed fully and with grounds to object.
- d) PL/2025/04110 – Paddock House, Andover Rd, SN10 3QL removal of existing conservatory at the North end of property and erection of single story extension on site of removed conservatory. A response of no objection was agreed.

**63 Late Planning Applications**

**64 Next Parish Council Meeting** to be held on Tuesday 9th September 2025 at 7.15pm.

**65 Chair Closes Meeting at 8.30pm**

**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.

Annual Performance review of Staff (meetings agreed 10<sup>th</sup> June Item 58d in minutes)

Clerk and RFO met with subcommittee, TB and RPH and discussed the year in the role and they suggested a pay increase based on current NJC payscales. Both were agreed.

Susannah Lampard  
Clerk to The Parish Council Chirton & Conock

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