

# Chirton & Conock Parish Council

## Minutes of the Meeting

held at The Old School, Chirton

Tuesday 11<sup>th</sup> November 2025 at 7.15pm

Susannah Lampard, Clerk of 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), Gerald Lanfear (GL), Jennifer Kinch (JK), Caroline Allsop, (CA).

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

**91 Chair opens the meeting and welcomes Councillors and attendees.**

**92 Apologies** for absence – none.

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

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

**95 Receive and approve Minutes** of the Parish Council Meeting held on Tuesday 14<sup>th</sup> October 2025. The prepared Minutes of Parish Council Meeting were confirmed as a true representation of the meeting held on Tuesday 14<sup>th</sup> October and signed by the Chair. PROPOSED: PRH, SECONDED: CA, All Agreed.

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

A representation/complaint was received and duly passed on to those present by Cllr. GL regarding school parents' parking and local village traffic. The PC would like to pass on a request to parents at drop off and collection times, via a school communication and respectfully ask that courtesy to residents is observed and also request that drivers are mindful when parking, especially near to junctions, at these key times of the day. There is always going to be shared responsibility with respect to the safety of school families and the village community, with the position of school next to a public highway. Cllr. GL raised the potential for adoption of a privately owned area of land to the front of Park View. It is currently being used as an area for garden waste. A local land search would be required in the first instance to confirm ownership. The Chair, PRH raised the issue of overgrown hedges in the village. The cutting back of these is a requirement especially if they are over-hanging the highway. The most overgrown trees and hedges are on the corner beyond the church on the left and to the front of 5 the Hollow. The PC request that property owners address this matter by cutting back any overgrowth.

**97 Matters Arising/Outstanding from previous Meetings.** PRH addressed the subject of an update to the NPD Neighbourhood development plan and the suggestion is that a sub-committee is formed by local members of the community to steer the progress of updates and local consultation, thereby contributing knowledge via one platform from the community and feeding back to the PC with an initial review. We welcome any volunteers make contact with the Clerk, via email, if they wish to contribute to this important document, 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.

**98 FINANCE**

- a) Approve Cash Book and Bank Reconciliation statements October 2025
  - i) Community account £7,566.89
  - ii) Savings account £ 28,422.32
- b) Approve Cash Book and Bank Reconciliation statement October 2025

i) Parish hall Account 1,099.74  
PROPOSED: PRH, SECONDED, CA Agreed.

c) New Invoices to be agreed

<b>Supplier</b>	<b>Description</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
Tactical Facilities	Dog bins - October	£ 29.25	£5.85	£ 35.10
Staff Wages	Oct Wages/PAYE	£ 425.54		£ 425.54
Lloyds	Bank charges	£ 4.25		£ 4.25
IONOS	Website Oct 25	£ 18.50	£3.70	£ 22.20
Plusnet	Bband - repay SL	£ 13.00		£ 13.00
Currys	Printer - repay SP	£ 50.82	£10.17	£ 60.99
HMRC	M7 PAYE	£ 61.80		£ 61.80
RBL Poppy	Wreath repay AM	£ 30.00		£ 30.00
G Lanfear	Annual Grass cutting	£ 750.00		£ 750.00
SLCC	Annual Membership	£ 105.00		£ 105.00
<b>TOTAL</b>		<b>£ 1,488.16</b>	<b>£19.72</b>	<b>£1,507.88</b>

PROPOSED: PRH, SECONDED: CA Agreed.

d) Budget & EMRs

e) Budget Deadline 20<sup>th</sup> Jan for tax base – email due 6<sup>th</sup> Nov)

f) Charity – Chirton Parish Hall 264593 financial year end to March 2026 annual return due by 31<sup>st</sup> January 2026 - RFO - stated the annual return and all changes have been completed

**99 Chair/Vice-Chair**

**Any updates including Parish Steward** - Requested clearance and maintenance to the drain near to the entrance/exit at Yew Tree Close and cutting back hedges and overgrowth on path to Village Hall. The VC attended the last meeting with LHF1G and raised the question of the 20mph sign that was to be placed on the RH verge on entering Chirton village, from Marden. The LA had decided that the verge was too narrow to support the placement of the sign post. Advice is to shore up the bank and keep clear the overgrowth on the opposite side so that the other sign remains visible. A solution could be the placement of a sign on the approach to the village, funded by the PC.

100 **Planning Applications**

**a) Late Planning Applications**

*PI/2025/07898 – works to trees in conservation area, 51 the Street Chirton. Conifer fell, Crab apple and conifer reduce – No objection*

101 **Next Parish Council Meeting** to be held 9th December 2025.

102 **Chair Closes Meeting at 20:10**

**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.

November 2025 Budget Meeting - 3% increase was agreed.

Agreed to pay Chirton School £500 for the use of the school hall

Charity Donations to be agreed at the next meeting

Assets and Maintenance

In EMRs it was agreed to allocate £3000 of the unallocated CIL - £1000 to benches to include a new bench in memory of Cllr Paul Mills , £1500 for replacement of the Chirton defib and £500 for the Conock Noticeboard replacement .

Susannah Lampard

Clerk to The Parish Council Chirton & Conock

Agreed and Signed:..... Dated: .....

Phillippa Radford-Howes - Chair