



## **Chiseldon Parish Council**

### **Minutes of the Full Council MEETING**

Held on Monday 14<sup>th</sup> February 2022 at 7.30pm. The Rec Hall, Off Norris Close, Chiseldon.

**Present:** Cllrs Matt Harris (Chairman), Danielle Simpsn, Chris Rawlings, Paul Sunners, Keith Bates, Ian Kearsey, Steve Duke, Justine Randall, Jon Jackson. Pauline Barnes, Chay Ford.  
Also Clair Wilkinson, Clerk.  
Ward Cllr Gary Sumner.

#### **21/139 Approval of apologies given.**

Cllr Jefferies (also Ward Cllr) is unwell. Cllr Rogers has a work commitment.

There were no apologies given from Cllr Patel and Cllr Dogra.

Ward Cllr Horley did not attend or provide a report.

**A proposal was made to approve these apologies. The proposal was seconded and all Cllrs were in favour.**

#### **21/140 Public recess**

No public present.

#### **21/141 Declarations of interest.**

None

#### **21/142. Approval of minutes from 10<sup>th</sup> January 2021.**

**A proposal was made to approve these minutes as an accurate account of the meeting. The proposal was seconded and all Cllrs were in favour.**

#### **21/143. Action points from previous meeting.**

##### **Action points**

##### **Clerk**

21/126 Add Xmas event feedback to 2022 Risk Assessment. DONE

21/128 Advise Ward Cllr Jefferies on roads that need checking for pothole repairs. DONE

21/129 Take amended policy from MS Teams and publish. DONE

## **Chiseldon Parish Council**



21/131. Item for March Finance agenda to consider paying for an extra email account for the newsletter. DONE

21/132, 21/133, 21/134 – report back to SBC with Councils response to planning applications. DONE

21/135. Add agenda item to August 2022 Full Council to discuss annual Cllr allowances. DONE

21/135. Report back to SBC on 2022/23 Financial year decision to not have allowances. DONE

21/135. Investigate and report back to Cllrs the payroll and HMRC considerations for tax on allowances. DONE

21/136. Report back to Cllrs on lines 77 and 79 of the budget vs expenditure report variances. DONE

21/137. Ask SBC if the road survey was carried out prior to the Brimble Hill Data Centre work going ahead. ONGOING. NO REPLY FROM SBC YET. WARD CLLR SUMNER TO ASK.

21/138. Make sure in Feb 2022 Full Council agenda, the NHP progress is mentioned during Committee reports. DONE

### **Cllr Jefferies**

20/16. Investigate end of Badbury footpath being blocked. Still waiting for SBC officer update. ONGOING

### **21/144 Ward Cllrs reports**

Ward Cllr Sumner – Ridgeway Ward for Badbury.

Openreach work is moving forward, the next meeting date is 28<sup>th</sup> Feb. There is an issue at Ridgeway View with permissions from the land owner. SBC Highways are working on this.

The potholes and missing road markings in Badbury have been reported.

The Ramblers Association had complained over the road surface in Day House Lane. Highways have confirmed that the work here has not yet been completed.

Liddington Parish Council have requested that the stretch of road in this location be changed to 30mph along its length. Some sections are currently national speed limit.

The post box for Badbury has been re-sited near the BT box, however is not yet in use.

It was noted that the post box on Draycot Road has been replaced but it not yet in use either.



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Ward Cllr Sumner leaves at 19.46.

### **21/145 Community Safety and police report. Cllr Sunners**

The December 2021 crime stats are 1567 crimes for Swindon.

There is a new draft publication available for the PCC's\* new Police and Crime plan. Due to be published 10<sup>th</sup> March.

Another Parish Cllr can join the Swindon Local Councils Forum as a representative along with Cllr Sunners – please advise if interested. Meeting 10<sup>th</sup> March.

Local issues – Paint thrown on car noted.

### **21/146. Approval of Equality & Diversity Policy**

A proposal was made to approve this existing policy. The proposal was seconded and all Cllrs were in favour.

### **21/147. Planning. Neighbourhood Plan update from Cllr Kearsey**

There was a zoom meeting at the end of January with our consultant Andrea Pellegram. The next steps were explained and a meeting is to be arranged where Cllrs and volunteers can determine who is doing what item of work, which will involve walking the affected areas, taking photos and creating questionnaires etc. SBC have approved CPC's request for the entire parish area to be designated for the NHP.

The NHP Localities grant will be applied for on 1<sup>st</sup> April 2022.

### **21/148. Finance. Approve quotes for emergency lighting provision and upgrades for council buildings. CTS quote for £5280 plus VAT. Approved by EGPA committee.**

A proposal was made to approve these costs with CTS for emergency lighting work. The proposal was seconded and all Cllrs were in favour.

### **21/149. Finance. Approve Subsidence report quote from BLB for £500 for Chapel/Museum. Approved by EGPA Committee.**

A proposal was made to approve these costs with BLB for subsidence investigation & report. The proposal was seconded and all Cllrs were in favour.

### **21/150. Committee reports**

Finance – Transaction reports review.

A proposal was made that the January 2022 report was an accurate reflection of the councils transactions. The proposal was seconded and all Cllrs were in favour.



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The Feb 2022 to date report was noted as being accurate.

The overtime procedure for the Clerk & RFO for NHP work was approved by the committee. See Finance minutes.

An increase in hourly pay for the handyman was approved. See Finance minutes.

EGPA – Nothing to report.

Planning – The PC is still trying to get the New Road Build Out removed. SBC have agreed to consider it for the 2023 program of works.

Recreation Ground – No meeting – inquorate.

Risk Assessments –

January assessments were: Rec ground and carpark and Rec building. Outside lighting issue being worked on.

Financial Risk – RFO and Finance Committee Chairman completed. 1 item will be on March Finance agenda for consideration.

Monthly infectious disease RA approved.

February assessments are: Pavilion, Cemeteries x2, allotments – all need a volunteer.

Handyman, Cemetery Maintenance and Outside gym given to Handyman to complete.

Residential leaflet delivery completed by the Clerk – no issues

Monthly infectious disease RA sent to Cllrs Harris and Randall.

Correspondence – Nothing noted

### **21/151 Items for next agenda.**

None

Meeting closed 20.07

**Date of next meeting:** Monday 14<sup>th</sup> March 7.30pm Recreation Hall, Off Norris Close, Chiseldon.

### **Actions**

*All Actions to be completed by the next Full Committee meeting unless otherwise specified*

### **Clerk**

21/137. Ask SBC if the road survey was carried out prior to the Brimble Hill Data Centre work going ahead. Liaise with Ward Cllr Sumner to see if he gained an answer.

## ***Chiseldon Parish Council***



21/146. Update Equality & Diversity policy with new approval date and load onto website.

### **Cllr Jefferies**

20/16 Investigate end of Badbury footpath being blocked. Still waiting for SBC officer update.

### **Glossary of abbreviations:**

SBC - Swindon Borough Council  
NHW - Neighbourhood Watch  
CPC – Chiseldon Parish Council  
DF – Draycot Foliat  
CVPA – Castle View Play Area  
SID – Speed Indicator Device  
RWV – Ridgeway View  
STEAM – Museum in Swindon.  
RA – Risk Assessment  
CPRBB – Chiseldon Parish Residents for Better Broadband  
NHP – Neighbourhood Plan  
PIR – Passive Infrared sensor  
EGPA – Environment, General Purpose & Amenities Committee  
WALC –Wiltshire Area Local Councils  
WARP – Washpool Area Restoration Project  
CIL – Community Infrastructure Levy  
WC – Ward Councillor  
Cllr – Councillor (Parish)  
TW – Thames Water  
STWFC – Swindon Town Women's Football Club  
CSW – Community Speed Watch  
GWH – Great Western Hospital  
SYFC – Swindon Youth for Christ  
TRO – Traffic Regulation Order  
JD – Job Description  
RFO – Responsible Financial Officer  
\*PCC – Police and Crime Commissioner