



Chiseldon Parish Council

Minutes of the EGPA Committee MEETING

Held on Monday 17th January 2022 at 7.30pm. The Rec Hall, Off Norris Close, Chiseldon.

Present: Cllrs Matt Harris (Council Chairman), Andy Rogers (Committee Chairman), Chris Rawlings, Paul Sunners, Steve Duke (Committee Vice Chairman), Also Clair Wilkinson, Clerk.

21/177 Approval of apologies given.

Cllr Randall is unwell, Cllr Barnes suffered an injury, Cllr Bates offered no reason.

There were no apologies given from Cllr Dogra.

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

21/178 Public recess

No public present.

21/179. Approval of minutes from 15th November 2021. (There was no December 2021 meeting)

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.

21/180. Action points from previous meeting.

Action points

Clerk

19/180 - Talk to estate manager about extension of Washpool Lease. Waiting for new lease paperwork. Chase in Dec 2021. No update received.

20/171 - Arrange for Admin Officer to investigate grants for new play equipment at Rec Ground. Will be bringing to committee as an item for Feb 22.

21/99 - Arrange for new bin to be installed. DONE. New bin at Meadow Stores area of New Road.

21/106 - Arrange with Softball club to increase costs from 2022 season and sign a new lease. New costs had been advised, and once draft lease approved, one can be prepared for the club.

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21/107 - Arrange for exercise class to have new lease. Work in progress dependant on whether club remains at the Rec

21/139 - Make sure yellow construction signs are not a hazard before Xmas tree event. DONE. Signs were removed prior to the event.

21/146 - Admin Officer to monitor allotment plot 13B to ensure it is clear once vacated. DONE

21/152 - Arrange for supplies to be purchased to recognise Covid19 heroes. DONE. Supplies purchased.

21/153 - Add rose garden plaque for Covid19 to an early 2022 agenda. DONE. Scheduled for March 22 agenda.

21/156 - Get 3 quotes for structural survey for museum and chapel, so that quotes can be approved to check for any further subsidence issues. Superseded by 21/174 DONE

21/163 - Hire or purchase 4 extra warning triangles and extra hi-vis if required for Xmas event. DONE. Signs were given to CPC and hi-vis vests loaned.

21/166 - Call Grass Valet to see if they are still in operation. Left message on voicemail - no reply. DONE

21/171 - Ask Operation Fit for more information in order for committee to make decision over costs of field hire. DONE. On Jan 2022 agenda.

21/174 - Arrange for 3 structural surveys on chapel and museum and provide dates/times to Cllrs to attend. DONE. Quotes were provided to Cllrs for decision to be made on which contractor to choose.

21/181 Parishing Progress. Review request from SBC on whether to cancel, amend or keep the parishing deed the same.

After a discussion a proposal for the following was made:

A proposal was made to reply to SBC that CPC voted to keep the parishing deed the same as the 2017 version. The proposal was seconded and the majority of Cllrs were in favour.

The Clerk has an action to check with Allbuild for the grass cutting work they do on the A346 and to add an item to the Feb 2022 EGPA agenda with regards to the general conditions of the parish.

21/182 Parish appearance and safety. Hilary Howe from WARP to address the committee re tree planting.

Moved to Feb 2022 agenda as Hilary was unable to attend.

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21/183. Parish appearance and safety. Review of memorial bench and tree policy.

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

21/184. Building and amenity priorities. Tennis Club report.

The written report was read out from the club. Cllrs asked the Clerk to thank the club Chairman for the report, and to specifically note their thanks to the feedback around the planning conditions on the flood lights for the courts.

21/185. Building and amenity priorities. Football Club report.

No report received.

21/186. Building and amenity priorities. Pavilion

No items

21/187. Allotments. 4 week review of plots 9A and 10B after improvement letter sent.

Improvement has been made, but winter is not the best season for ground work. The committee requested a further review in the March EGPA meeting.

21/188. Allotments. Request from plot 13B to remove planting.

A proposal was made to support this request for 13B to remove the planting. The proposal was seconded and all Cllrs were in favour.

21/189. Rec Hall, grounds and carpark. Bootcamp OperationFit request for field hire reduction of fees.

Fees currently £10 per session.

The club had emailed the Clerk to advise that from 13.1.22 they would no longer be running sessions at Chiseldon. The Committee elected to discuss the item and come to a conclusion to see if this would help the club return to Chiseldon.

A proposal was made to offer the club usage of the field for £50 per month on the basis of their currently 3 weekly sessions. The proposal was seconded and all Cllrs were in favour.

The Clerk is to contact the club to do a site visit where the new terms can be discussed if the club is willing.

Use of the field is not prohibited to any one area but caution must still be used when using football pitches to ensure repetitive movements do not damage playing surfaces. The football clubs agreement specifies they have final say over whether use of the pitch is allowed due to the risk of damage caused.

The Clerk is to contact the Clerk at West Swindon PC for any advice on this type of activity at Lydiard Park and to confirm figures if they are willing.

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21/190. Rec Hall, grounds and carpark. Vote on quote to accept to bring emergency lighting up to required legal standards.

After a discussion it was proposed to accept the CTS quotes subject to Full Council approval as the council must ensure the safety of staff, Cllrs, visitors and hall hirers when using the councils buildings.

A proposal was made to accept the 3 quotes from CTS to install emergency lighting in the Rec Hall/Tennis Club, pavilion and Chapel office at a total of £5280 plus VAT. The proposal was seconded and all Cllrs were in favour.

To be added to Feb full council agenda.

21/191. Rec Hall, grounds and carpark. Request from Childminder for weekly rate to hire hall.

A proposal was made to offer the hall at £25.00 per day with a 3 month trial to view associated costs such as electricity. If the trial is accepted the committee would review the costs and finalise a permanent agreement with the hirer. The proposal was seconded and all Cllrs were in favour.

21/192. Rec Hall, grounds and carpark. Approval of draft leases to be used for building/field/pitch hire.

A proposal was made to approve this lease to be used for those hiring the hall, field or pitches. The proposal was accepted and all Cllrs were in favour.

21/193. Castle View Play area. Discussion over parking on grass by parents for school collection/drop off.

No decisions made but the following actions were agreed on:

Ask Ward Cllr Jefferies to find out from SBC whether its illegal to park on this area owned by SBC. Can either the parking enforcement vehicle or the traffic warden be sent out?

Can PC Emma Turner visit the area during school collection time?

Can the school be asked to remind parents not to park on the grass. Perhaps the schools Governing body can assist?

The Clerk has a side note to make sure Allbuild are not parking on the grass near the war memorial when emptying the bin.

21/194. Chapel and Museum. Vote on purchase to improve disabled access to Chapel toilet.

2 items to be purchased – a support rail and a grab rail total cost £211.09 plus VAT.

A proposal was made to purchase these 2 items for the Chapel toilet. The proposal was seconded and all Cllrs were in favour.

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21/195. Chapel and Museum. Removal of fir tree clump near the museum in the Butts Road chapel.

A proposal was made to approve the quote from J&J at £700 plus VAT. The proposal was seconded and all Cllrs were in favour.

21/196. Chapel and Museum. Approval of quote for subsidence survey for chapel and museum.

A proposal was made to approve the quote from BLB for £500. The proposal was seconded and all Cllrs were in favour.

21/197. Chapel and Museum. Approval of quote for repairs to windows in chapel and museum – new paint and putty.

A proposal was made to approve the quote from Graham Poynter for £100. The proposal was seconded and all Cllrs were in favour.

21/198 Items for next agenda.

A general item about the current appearance of the parish and what could be done by CPC.

Meeting closed 20.47

Date of next meeting: Monday 21st Feb 2022 7.30pm Recreation Hall, Off Norris Close, Chiseldon.

Actions

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

Clerk

19/180 - Talk to estate manager about extension of Washpool Lease. Waiting for new lease paperwork. Chase in Dec 2021. No update received.

20/171 - Arrange for Admin Officer to investigate grants for new play equipment at Rec Ground. Will be bringing to committee as an item for Feb 22.

21/106 - Arrange with Softball club to increase costs from 2022 season and sign a new lease. New costs had been advised, and once draft lease approved, one can be prepared for the club.

21/107 - Arrange for exercise class to have new lease. Work in progress dependant on whether club remains at the Rec

21/181 – ask Allbuild what grass cutting they do on the A346.

21/182 – Move WARP tree planting request to Feb agenda

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21/187 – ask Admin Officer to report back on allotment plots 10B and 9A in March meeting

21/189 – see if OperationFit want to have a site visit to discuss area of use and fees. Clerk to talk to West Swindon PC about costs. Arrange new hire agreement if club agree to new fees.

21/190 – Add CTS quotes for emergency lighting to Feb full council meeting for approval

21/191 – Report back to childminder on offer of £25 per day for hall hire and 3 month trial run.

21/193 – follow up with Ward Cllr Jefferies and PC Turner ref parking on grass outside school. Also ask school to remind parents not to park on this area. Make sure Allbuild don't park on grass during bin emptying.

21/194 – Get disabled toilet aids purchased and installed.

21/196 – Get subsidence survey quote from BLB approved by Feb full council

21/198 – Add general appearance of parish to Feb EGPA agenda.