

# *Chiseldon Parish Council*



**MINUTES of the ENVIRONMENT, GENERAL PURPOSE AND AMENITIES COMMITTEE meeting  
held on Monday 18<sup>th</sup> February 2019 at 7.00pm  
in The Recreation Hall, off Norris Close, Chiseldon**

**Present:** Cllrs Chris Rawlings (Chair), Keith Bates, David Hill, Jenny Jefferies, Paul Sunners. Clair Wilkinson as Clerk.

Also Ward Cllr Mattock

**18/151. Discussion with STORM on CCTV at Rec Hall proposal**

Stephen Harding from STORM Facilities Management attending.

Stephen had previously sent the Clerk an email with the lengthy checks and rules to comply with the ICO when installing CCTV in a public area.

Due to there currently being no "like for like" comparison with the other company who had quoted for us, the Clerk will extract the relevant information from the existing quote so that STORM can arrange for other similar quotes to be supplied so the council can make an informed vote on which service to approve.

The quote will be for 4 cameras.

**This course of action was proposed by Cllr Jefferies, seconded by Cllr Bates and all Cllrs were in favour.**

**18/152. Declarations of interest.**

Cllr Rawlings is an allotment holder

**Public recess.** No public

**Apologies:** Cllrs Matt Clarke, Paul Walton, Michelle Harris, Caroline Brady, Andrew McDonald.

**Absence without apologies:** None

**18/153. Approval of previous Environment, General Purpose and Amenities minutes from 21<sup>st</sup> Jan 2019.**

No changes, only spelling mistakes corrected.

**The minutes of the meeting held on 21<sup>st</sup> January 2019 were approved as an accurate representation, proposed by Cllr Bates, seconded by Cllr Hill; all those at the meeting were in favour.**

**18/154. Matters arising/Action points.**

Matters arising:

None

Action points from Jan 2019.

### **SUMMARY OF ACTION POINTS**

<b>Clerk</b>	18/91	Ask probation team to clear sludge from Draycott Foliat bus stop area. ONGOING
	18/92	Ask probation team if they can cut back hedge at New Road near Coronation Gate if safe to do so. Check with SBC on hedge ownership. CHASE SBC ON THIS ACTION. CPC RESPONSIBILITY – QUOTES TO BE OBTAINED. ONGOING
	18/106	Arrange inspection for War Memorial on New Road. ONGOING
	18/106	Ask SBC to clear up diversion signs along A346. ONGOING
	18/118	Send out SSE winter care info. DONE
	18/127	Arrange for spare Rec hall and overflow gate keys to be kept at Chapel key safe. GATE KEY IN PLACE. DONE
	18/127	Discuss CCTV quotes at Jan meeting – Move to Feb. DONE – MOVE TO MARCH
	18/128	Arrange intermediate repairs at CVPA with Allbuild – WAITING FOR COMPLETION
	18/132	Chase SBC ref broken street light at Butts Road/High Street/Church St junction. <b>CLLR SUNNERS DEALING WITH.</b>
	18/135	Invite Ward Cllrs to next EGPA meeting to update committee on outstanding works in the parish. DONE
	18/136	Ask KT Electrical to check security lights on TC side of Rec building – not working. Quote for work to repair. DONE
	18/137	Monitor properties at Turnball & Slipper Lane for overgrown foliage into road and write letters if needed. ONGOING
	18/139	Promote litter pick on 30 <sup>th</sup> March. ONGOING
	18/141	Ask 2 CCTV companies to come to Feb EGPA meeting to present their proposal for the Rec Hall. DONE
	18/141	Check on ICO requirements for CCTV at Rec Hall. ONGOING
	18/142	Add KT Electrical quote to next Finance meeting for approval. DONE
	18/142	Item agenda for Feb EGPA meeting ref flood lights on TC side of Hall and what changes to make. DONE.
	18/143	Add Morgan trees quote to next Finance meeting for approval. DONE
	18/47	Talk to other parishes about 99 year leases on open spaces. DONE
<b>Cllr Brady &amp; Cllr Jefferies</b>	18/137	<b>WITH CLLR BRADY AND CLLR JEFFERIES</b> – Investigate lottery funding for Rec ground carpark. ONGOING – MAY MOVE TO SUB COMMITTEE FOR GRANTS. DONE – new sub-committee created
<b>Cllr Rawlings</b>	18/139	Talk to local landowners and also Cllr Walton about hedge cutting with tractor and flail. Get quotes. ONGOING
	18/137	Ask SBC for litter pick equipment for litter pick on 30 <sup>th</sup> March.

DONE

<b>Cllr Hill</b>	18/145	Talk to resident using Spar bin on pavement for personal household waste. Advise to request larger bin from SBC. DONE – larger bin ordered.
<b>ALL CLLRS</b>	18/145	Think about options for removing ivy from trees around the Rec ground and other areas. DONE – item for handyperson to do.

**18/155. Update from Ward Cllr Mattock in regards to outstanding work items within the parish for SBC to deal with.**

Ward Cllr Mattock had previously been emailed the list of outstanding work that the Clerk compiles each month.

Cllr Rawlings mentioned the amount of street lights not working. Ward Cllr Mattock advised on the system of reporting with SBC. WC Mattock was concerned over the amount of broken lights so talked to SBC and found that the lights are being vandalised by either catapult or BB gun. The Clerk is to make residents aware and to report any suspicious activity.

Cllr Rawlings advised on ivy covering a street light in Mays Lane. WC Mattock will ask for the ivy to be cut back.

Section 38 agreement for Manor Rise. WC Mattock had received the following update from SBC which he has sent to the Clerk that day based on a set of questions the Clerk had previously sent:

- Current state of the Section38 (S38)

S38 yet to be signed by the developer  
Correspondence only last week chasing an update. Developer has been progressing their year-end accounts

- When will the final inspection be done

Site has yet to enter the 12-month maintenance period. Final inspection will be undertaken at the end of the 12-month MP.

- What is still outstanding and stopping the S38 from being completed

As above

- The S38 should set out what work is expected and the timetable for it – can this information be provided

Once the s38 is signed and sealed by SBC the developer will be able to complete their on-site and off-site surfacing works.

A developer is not able to carry out works upon an existing highway until such time that the relevant agreement (s38 or s278) is fully in place and sureties have been secured.

- 12 months of maintenance should then occur after the 1<sup>st</sup> inspection, with a 2<sup>nd</sup> inspection carried out after the 12 months has concluded – what dates are in place for this.

Inspections will be carried out once works are complete

With regards to blocked drains. SBC will visit one area at a time to clear drains as there is a list of works required so they won't visit Chiseldon Parish until scheduled to (Unless there is a flood risk). Chiseldon parish will be gotten to in time.

It was advised that buses will only run along New Road when the Mays Lane road re-surfacing goes ahead. WC Mattock had checked that the CPC request for a safe crossing point on the A346 had the correct priority with SBC. It was noted by Cllr Hill that WC Sumner had been approached to ask if the J15 developers WSP could install a safe crossing point.

The outstanding works list for Feb was looked at and WC Mattock will chase.

WC Mattock advised that Hodson residents were to be consulted on whether they could swap to black bins instead of blue bags for waste. WC Mattock will make sure the Clerk gets a copy of the letter. It was also advised that if an email address was not provided for green waste renewals that a letter would be written. However if waiting for a letter, it would be easier just to send the renewal cheque in the post.

Ward Cllr Mattock leaves at 20.13

### **18/156 BUILDING & AMENITIES PRIORITIES – Boundary Review and Open Spaces review**

There has not yet been an update from SBC so move to March EGPA or Full Council meeting.

### **18/157 VILLAGE APPEARANCE**

No items

### **18/158 BUILDING & AMENITY PRIORITIES – Tennis Club**

No update received.

### **18/159 BUILDING & AMENITY PRIORITIES – Pavilion**

No items

### **18/160 BUILDING & AMENITY PRIORITIES – Allotments**

Info only – 3 plots are vacant

### **18/161 BUILDING & AMENITY PRIORITIES – CCTV for Rec Hall**

No further discussion needed at this meeting

### **18/162 BUILDING & AMENITY PRIORITIES – Rec Ground trees – reducing height**

Once the Morgan Tree quote is approved by Finance, Cllr Rawlings will meet on site with Morgan Trees to get their opinion on whether any trees need their height reducing.

### **18/163 BUILDING & AMENITY PRIORITIES – Castle View play area**

Allbuild to start on repair works shortly

### **18/164 BUILDING & AMENITY PRIORITIES – Cemeteries**

Chapel septic tank recently emptied.

Need to find the stop tap for the site. Cllr Rawlings has found the meter he thinks. Will make further investigations.

### **18/165 COMMUNITY PRIORITIES – Football Club update**

No report received.

### **18/166 Vulnerable people and BIOS**

Next memory café 22<sup>nd</sup> Feb  
Last BIOS session had 10 children in attendance.

Clerk to work on query about BIOS payments as some appear to be missing.

### **18/167 Any other business**

Some of the litter bins are still not having black bags added. The Clerk will talk to Allbuild.

The meeting closed at 20.30

**Next meeting:** Monday 18<sup>th</sup> March 2019 at **7.30pm** in the Old Chapel, Butts Road.

### ***SUMMARY OF ACTION POINTS***

<b>Clerk</b>	<i>18/91</i>	Ask probation team to clear sludge from Draycott Foliat bus stop area. ONGOING
	<i>18/92</i>	Ask probation team if they can cut back hedge at New Road near Coronation Gate if safe to do so. Check with SBC on hedge ownership. CHASE SBC ON THIS ACTION. CPC RESPONSIBILITY – QUOTES TO BE OBTAINED.
	<i>18/106</i>	Arrange inspection for War Memorial on New Road. ONGOING
	<i>18/106</i>	Ask SBC to clear up diversion signs along A346
	<i>18/127</i>	Discuss CCTV quotes at Jan meeting – Move to March
	<i>18/128</i>	Arrange intermediate repairs at CVPA with Allbuild – WAITING FOR COMPLETION
	<i>18/132</i>	Chase SBC ref broken street light at Butts Road/High Street/Church St junction. <b>CLLR SUNNERS DEALING WITH.</b>
	<i>18/137</i>	Monitor properties at Turnball & Slipper Lane for overgrown foliage into road and write letters if needed.
	<i>18/139</i>	Promote litter pick on 30 <sup>th</sup> March. ONGOING
	<i>18/141</i>	Check on ICO requirements for CCTV at Rec Hall.
	<i>18/166</i>	Resolve issue with missing BIOS payments
	<i>18/167</i>	Talk to Allbuild about using black bags in all bins
<b>Cllr Rawlings</b>	<i>18/139</i>	Talk to local landowners and also Cllr Walton about hedge cutting with tractor and flail. Get quotes ONGOING