



## MINUTES of the PARISH COUNCIL MEETING

held on Monday 14<sup>th</sup> October 2019 at 7.30pm  
in the Old Chapel, Butts Road, Chiseldon

**Present:** Cllrs Matt Harris (Chairman), Paul Sunners, Denise Rogers (Vice Chairman), Keith Bates, Jenny Jefferies (Parish and Ward Cllr). Clair Wilkinson as Clerk.  
Ward Cllr Gary Sumner

**Apologies:** Cllr Chris Rawlings, Cllr Ian Kearsey. Ward Cllr Mattock

**19/113 Approval of Apologies given:** Cllr Jefferies proposed that the apologies from Cllr Rawlings and Kearsey be accepted. Cllr Rogers seconded and all Cllrs were in favour.

### **19/114 Public recess. 2 members of the public**

Mrs J Beaumont from Chiseldon addressed the council. Her comments are in regards to the proposed planning application for 2 drive-thru outlets on the land at A346 near the Esso Station.

Mrs Beaumont objects to this application and provided the council with her list of reasons for doing so. These included Highways concerns, environmental concerns and concerns over the AONB.

The Clerk also read out 2 written items of correspondence from residents with regards to the same application who also objected.

### **19/115. Co-option of New Cllr.**

Mr Andrew McDonald stood for co-option.

Cllr Keith Bates proposed that Mr McDonald be approved as a Parish Cllr by Co-option. Cllr Jefferies seconded and all Cllrs were in favour.

Cllr McDonald signed the Acceptance of Office and took his place at the meeting.

### **19/116 Declarations of interests & vote on any dispensations applied for.**

Cllr Rogers knows the applicants for item 13 of the agenda, planning application S/HOU/19/1548 so will not comment or vote on this application.

The Clerk will not be present for items 10 and 11 of the agenda, planning applications S/19/1399 and S/HOU/19/1417 due to the location to their own property, so Cllr Rogers will take the minutes for these items.

No dispensations required.

### **19/117 Approval of minutes from 24th September 2019**

No changes

A proposal was made by Cllr Rogers that these minutes be therefore accepted; seconded by Cllr Bates, all Cllrs were in favour.



19/118 Action points: *All Actions to be completed by the next Full Committee meeting unless otherwise specified*

<b>ALL COUNCILLORS</b>	17/68	All Cllrs to do on-line GDPR training. CHASE CLLRS – some councilors still outstanding to do GDPR training.
		Cllrs Harris, Rogers, Kearsey, Sunners and Rawlings have completed their GDPR training.
	19/70	Talk to Football club to see if they can raise a 50% grant for a defib along with the Tennis Club who are looking for a grant. Ongoing
	19/91	Work on placement of AED at Badbury BT box. Ongoing with Cllr Rogers
	19/91	Chase up the Grants committee. To suggest funds be looked at for a MUGA facility on the Rec ground. Cllr Rogers to also be in touch as part of this group.
		Add all items for next agenda to Oct full council meeting. DONE
	19/112	
		Reply to SBC with comments on Planning app for Monkey Tree cottage. DONE
	19/102	
	19103	Reply to SBC with approval for extra costs of Norris Close layby. DONE
Clerk		Reply to SBC on SHELAA site SO432 & Local plan review for Badbury after consulting with Cllrs Harris & Jefferies. DONE
	19/104	
	19/107	Review budget expenditure doc and report back to full council on the queries raised. Add review every quarter to financial regs. TO DO
	19/108	Make initial VE day celebration arrangements. ONGOING BUT TAKEN OFF THE AGENDA FOR NOW.
	19/111	
	19/112	Make arrangements for new dog bin with Allbuild. DONE
Cllr Jefferies		Make sure items are added to next agenda. DONE
	19/56	Write an article for Ridgeway Bell. ONGOING

## 19/119 Ward Cllrs update. Ward Cllr Sumner:

The documents advising of the closure of Dayhouse Lane will be published shortly. Due to start 1<sup>st</sup> November. The work on J15 M4 and Dayhouse Lane are still a Highways England project.



For missed waste collections a scheme will be in place shortly to report direct to SBC.  
Still waiting for Royal Mail to submit a planning application in regards to the postbox removed from Badbury.

Ward Cllr Jefferies:

Road repairs to New Road. A 6 weeks closure notice is first needed. Cllr Jefferies hopes this will happen soon.

The overgrown tree issue near the Spar is nearing a resolution. Cllr Jefferies is to clarify some points.  
Some recycling boxes on High Street have not been collected for 6 weeks now. Cllr Jefferies is following up.

Ward Cllr Sumner leaves at 20.03

## **19/120 Emergency Planning update from SBC.**

Tasha Lunn and Nick Bancroft (Head of Civil Protection) from SBC attended the meeting.

They work with other agencies to ensure plans are in place for emergencies. They rely on local contacts and local knowledge. There is standard template available for a community plan that the Government provide which identifies local facilities and also lists risks – flood areas and sensitive sites.

They identify people with special skills and key contact.

The PC can create an emergency plan with SBC help. It can be shared with the SBC Civil Protection Unit and the SBC control room who work 24/7.

Tasha advised that most of Chiseldons' areas have already been identified.

Cllr McDonald has experience of these plans so is going to look into completing this documentation for the council.

There is also the Wiltshire 4x4 volunteer group who provide training for 4x4 vehicle volunteers and then cover them with their insurance when doing work for the group in snow or floods.

The information is to be reviewed at the Nov full council meeting.

The 2 representatives leave at 20.18

## **17/121. Change to SBC Election Cycles**

After a discussion it was proposed that the PC would be in favour of moving to the new 4 year election cycle, in line with SBC, should SBC support this change.

**Proposed by Cllr Bates, seconded by Cllr McDonald and all Cllrs in favour.**

Clerk to report back to SBC.

## **19/122. ACV for Chiseldon SmokeHouse**

**It was proposed to go ahead and submit an ACV to be considered for the Smokehouse by SBC.**



**Proposed by Cllr Bates, seconded by Cllr Jefferies and all Cllrs in favour.**

**19/123. PLANNING. S/19/1465 Drive Thru units for land next to Esso Station on A346.**

Safety and access were the main concerns in regards to this application and the A346. There is not enough parking to ensure safety and there is an impact on other local businesses providing the same type of service. The land is within the North Wessex Downs AONB.  
Cllr Harris had prepared notes which were read out.

**A proposal was made by Cllr Bates to object to this application with the comments noted, seconded by Cllr Rogers and all Cllrs in favour.**

**19/124. PLANNING. S/19/1399. 5 High Street. 3 new dwellings.**

The Clerk left the room at 20.58 and Cllr Rogers took the minutes.  
After a discussion it was proposed to object to this application with comments to be sent to SBC.

**Proposed by Cllr Bates, seconded by Cllr Jefferies and all Cllrs in favour.**

**19/125. PLANNING. S/HOU/19/1417. 5 High Street. Alteration to roof on porch extension**

After a discussion it was proposed to send no objection to this application to SBC.

**Proposed by Cllr Bates, seconded by Cllr Jefferies and all Cllrs in favour.**

The Clerk returned to the room 21.05

**19/126. PLANNING. S/HOU/19/1430. The Old Bakehouse. New Road. Extension & re-roof to existing garage & office space.**

After a discussion it was proposed to send no objection to this application to SBC.

**Proposed by Cllr Rawlings, seconded by Cllr Jefferies and all Cllrs in favour.** Cllr McDonald did not vote.

**19/127. PLANNING. S/HOU/19/1458. Frenshams, Turnball. Single storey front, side and rear extension.**

After a discussion it was proposed to send no objection to this application to SBC.

**Proposed by Cllr Jefferies, seconded by Cllr Sunners and all Cllrs in favour.** Cllr McDonald and Cllr Rogers did not vote.

**19/128. PLANNING. S/HOU/19/1481 & S/LBC/19/1344. Work to fireplaces & flue, 19 Badbury Lane, Badbury.**

After a discussion it was proposed to send no objection to this application to SBC.

**Proposed by Cllr Harris, seconded by Cllr Rogers and all Cllrs in favour.** Cllr McDonald did not vote.

Cllr Harris suggested that a future agenda item may be to delegate non contentious applications to the Clerk to reply to without the need for them to come to planning committee. To be added to a future agenda.



**19/129. PLANNING. Submit items of Highways Work required over next 12-18 months to SBC. (CPC to fund)**

Suggested items were:

Parking solution for Castle View Road near the school on the green area.

Any dropped kerbs that may be required

Extra parking provision for Windmill Piece.

Improved parking provision at Draycot Foliat

Verge parking issue at Ridgeway View

New Road build out.

Designated safe crossing at Spar on High Street.

The above items were approved for inclusion.

**Proposed by Cllr Rogers, seconded by Cllr Jefferies and all Cllrs in favour.** Cllr McDonald did not vote.

**19/130 FINANCE. Approval of amendments to Financial Regs.**

**Proposed by Cllr Harris, seconded by Cllr Jefferies and all Cllrs in favour.** Cllr McDonald did not vote.

**19/131. FINANCE. Approval of Finance figures for August & september 2019.**

August 2019 – No questions

**A proposal that the figures were an accurate representation on August 19 expenditure and income was proposed by Cllr Rogerws and seconded by Cllr Sunners. All Cllrs in favour. Cllr McDonald did not vote**

September 2019. No questions

**A proposal that the figures were an accurate representation on September 19 expenditure and income was proposed by Cllr Sunners and seconded by Cllr Bates. All Cllrs in favour. Cllr McDonald did not vote**

**19/132. FINANCE. Review suggest items for 2020/21 budget**

Items to be included:

£500 staff and Cllrs training budget

Clerks assistant requirement

New laptop for Clerk. Existing laptop to new assistant.

Next large parking improvement scheme £25,000

CVPA equipment for older children £10,000

Path railings for Badbury £1000

Consider costs for Dementia Café after Dec 2019

Also to be considered:

Youth Club provision at Rec hall – possible start-up costs from Council grants fund rather than budget item

Allowance for Cllrs and Chair. – Clerk to get current allowance costs for this.

**19/133. Approve quote for additional works for Rec ground carpark and drainage.**



The 2 quotes had been reviewed and it was decided to proceed with the quote from Matt Frost via Tithegrove.

**Proposed by Cllr Jefferies, seconded by Cllr Rogers and all Cllrs in favour.**

## 19/134 Items for next agenda

Cllr Sunners - Investigate Living Wage accreditation. What law can be used to approve this?  
Cllr Sunners advised he will be absent from the next 2 EGPA meetings in October and November.  
Cllr Rogers – Christmas event at The Plough for Cllrs and staff? (self funded)

Meeting closed 21.41

**Date of next meeting:** Monday 11<sup>th</sup> November 2019 at 7.30pm at The Old Chapel, Butts Road

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

ALL CLLRS	17/68	<b>All Cllrs to do on-line GDPR training. CHASE CLLRS – some councilors still outstanding to do GDPR training.</b>
		<b>Cllrs Harris, Rogers, Kearsey, Sunners and Rawlings have completed their GDPR training. Cllrs Bates, Jefferies, McDonald to complete theirs</b>
	19/70	<b>Talk to Football club to see if they can raise a 50% grant for a defib along with the Tennis Club who are looking for a grant.</b>
	19/91	<b>Work on placement of AED at Badbury BT box, with Cllr Rogers</b>
		<b>Chase up the Grants committee with Cllr Rogers</b>
	19/91	<b>Review budget expenditure doc and report back to full council on the queries raised.</b>
	19/107	<b>Create ACV for Smokehouse and send to SBC</b>
	19/122	<b>Agenda item to delegate authority to Clerk to reply on simple planning applications.</b>
	19/128	<b>Investigate current Cllr and Chairman allowance costs &amp; add to future agenda.</b>
	19/132	<b>Investigate law to be used for Living Wage accreditation.</b>
Clerk	19/133	<b>Investigate law to be used for Living Wage accreditation.</b>
	19/129	<b>Advise SBC on Highways projects CPC wish to pursue.</b>
Cllr Jefferies	19/56	<b>Write an article for Ridgeway Bell</b>