



## MINUTES of the PARISH COUNCIL MEETING

held on Monday 10<sup>th</sup> February 2020 at 7.30pm in the Recreation Hall, Norris Close, Chiseldon

**Present:** Cllrs Matt Harris (Chairman), Paul Sunners, Ian Kearsey, Andrew McDonald, Chris Rawlings, Steve Duke. Clair Wilkinson as Clerk.

**Apologies:** Cllr D Rogers (Vice Chairman), Ward & P.Cllr Jefferies. Ward Cllrs G Sumner & B Mattock.

**Absence with no apologies** – Cllr Bates

**19/201 Approval of Apologies given: Absences proposed as accepted by Cllr Rawlings, seconded by Cllr Kearsey and all Cllrs in favour.**

**19/202 Public recess.** 1 MOP :Mrs Forster - Chiseldon Gardening & Countryside Club.

**19/203. Co-option of New Cllr.** No candidates had come forward

**19/204 Declarations of interests & vote on any dispensations applied for.**

No declarations. No dispensations required.

**19/205 Approval of minutes from 13<sup>th</sup> Jan 2020**

Change page 5 to show Handyman dealing with Rec Hall and Pavilion risk assessments.

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

**19/206. Approval of Strategy minutes from 7<sup>th</sup> Jan 2020**

No changes.

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

**19/207 Action points:**

Clerk	<b>19/91</b>	<b>Chase up the Grants committee</b>
	<b>19/158</b>	<b>Investigate legalities of flowers on war memorial graves</b>
	<b>19/174</b>	<b>Check budget report for posting of Finance Gas &amp; Elec</b>
	<b>19/176</b>	<b>Set up cost centre on Xero for Memory Café grant expenditure</b>
	<b>19/177</b>	<b>Chase Paul Walton ref Grants Subcommittee. CLOSING AS SAME AS 19/91</b>
		<b>Make sure PCC replies with 2 queries on Police precept and training. DONE. Replies emailed to Cllrs</b>
	<b>19/185</b>	<b>Find out how to download data from Hodson Road SID. Ongoing</b>
	<b>19/187</b>	<b>Create advert for new Cllrs. Ask other Clerks how they recruit new Cllrs. Add to Feb agenda to discuss feedback. Ongoing</b>
	<b>19/190</b>	<b>Apply for Healthcare questionnaire grant. DONE. Awaiting reply.</b>
	<b>19/196</b>	<b>Update Jan accounts to show £2500 virement to reserves for Badbury railings. PENDING</b>
	<b>19/197</b>	<b>Items for future agendas: Website visitor stats and improvements to site. Feb agenda DONE</b>
	<b>19/120</b>	<b>Add Correspondence to the Feb agenda. DONE</b>



		<b>Add Cemetery space issue to EGPA agenda. DONE</b>
<i>Cllr Jefferies</i>		<b>Whether we review SBC planning apps. Feb agenda.DONE</b>
	<b>19/178</b>	<b>Investigate mud issue at Draycot Foliat</b>
<i>Cllr Jefferies</i>	<b>19/197</b>	<b>Investigate end of Badbury footpath being blocked</b>
<b>ALL CLLRS</b>	<b>19/188</b>	<b>Send Cllr McDonald info of local resources for community response doc.</b>

**19/208. Community Safety report, including crime stats.** Cllr Sunners

Crime stats for Dec 19. Just over 1754 for South Swindon. 12 for Chiseldon parish with 9 drive-offs from the Esso station. Of the remaining 3, 2 were in Church St for possession of a weapon. There is now 1 Swindon sector on the Wilts Police website, with 8 community policing teams. Swindon is a stand alone team. The Bobby Van session had 6 visitors.

**19/209. Ward Cllrs update.** No reports sent.

**19/210. Review Parish Council website for improvements.**

Items to do to Sanders:

Advertise the Cllr vacancies more prominently on home page, who we are and current issues page.

Make Cllrs names more visible on "Who we are" page.

Remove the May 2019 election tab to a less prominent place.

Action point for Clerk to make sure reviewing the website is a bi-monthly item. April agenda – look at the overall layout of how information is displayed.

**19/211. Consider the Chiseldon Gardening & Countryside Clubs request to create wildflower areas.**

Mrs W Forster addressed the council:

A recent visit by Wildflower expert Paul Judd to the club has led them to form a project to introduce wildflower areas to Chiseldon. 3 areas highlighted. New Road by the War Memorial. New Road where the Xmas tree is sited, and the bottom green area at Strouds Hill. Paul Judd will assist with free advice.

War Memorial – approx. 15 x 3 meters. Doesn't need turf lifting but does need scarifying. Will keep existing primroses, daffodils and crocus etc.

Xmas tree site – 3 meter swath kept as grass near the curb, with wildflowers behind. Would need the turf removing. Asked if SBC can help with machinery for this as they have a Urban Meadows project.

Clerk confirmed that SBC agree in principle to this as long as sight lines for traffic is not blocked.

The areas will need cutting once in Autumn with the spoils left on the ground. 2 weeks later the club would rake up the grass. (This allows seeds to drop)

Stroud Hill – could an area be left uncut this year to see what wildflowers already grow there? Would need cutting once in Spring.

It was confirmed that CPC pay for these areas to have the grass cut.

The gardening club are also happy to help with the maintenance of the Butts Road cemetery wildflower area.

**A proposal was made by Cllr McDonald to go ahead with the scheme at New Road near the War memorial. Cllr Kearsy seconded and all Cllrs were in favour.**

**A proposal was made by Cllr McDonald to go ahead with the scheme at New Road where the Xmas tree is sited. Cllr Kearsy seconded and all Cllrs were in favour.**

**A proposal was made by Cllr McDonald to go ahead with the scheme at Strouds Hill. Cllr Kearsy seconded and all Cllrs were in favour.**

The Clerk will talk to our contactors about machinery to scarify the ground and also soil removal. The Clerk will work with the club on the area of Strouds Hill to leave uncut.

Mrs Forster left the meeting at 20.05.



**19/212. Request from Chiseldon History Club to support their installation of a visual history board outside Holy Cross church.**

The club have requested that in principle the Council agreed to provide grant funds towards the purchasing of the board and erect the board under the Councils permitted development rights.

**A proposal was made by Cllr Rawlings to support this plan in principle & invite the club to apply for a grant in the 2020/21 financial year. Cllr Duke seconded and all Cllrs were in favour.**

**19/213. PLANNING. Proposal to no longer comment on planning applications received.** (Cllr McDonald requested)

Cllr McDonald advised on his reasons for this proposal.

After a discussion it was asked if there was a seconder for this proposal which there was not.

An action for the Clerk to add to March full council agenda the need to look at re-forming the planning committee.

**19/214. PLANNING. Application S/19/1892. Burderop Park. 6 additional dwellings.**

**A proposal was made by Cllr Rawlings to reply no comment. Cllr Kearsy seconded and all Cllrs were in favour.**

**19/215. PLANNING. Application S/19/1765. Burderop Park. Demolish pavilions, change of office use to 25 dwellings, 52 further dwellings, assoc works.**

**A proposal was made by Cllr Rawlings to reply to this application with no comment. Seconded by Cllr Duke and all Cllrs in favour.**

**19/216. PLANNING. Application S/LBC/20/0027 Reinstate postbox at Badbury.**

**A proposal was made by Cllr Harris to reply to this application in favour. Seconded by Cllr Rawlings and all Cllrs in favour**

**19/217. PLANNING. Application S/HOU/20/0030 38 Carrisbrook Terrace. Rear extension**

**A proposal was made by Cllr Kearsy to reply to this application with no comment. Seconded by Cllr Duke and all Cllrs in favour**

**19/218. PLANNING. Application S/HOU/20/0037 62 Home Close side extension**

**A proposal was made by Cllr Rawlings to reply to this application with no comment. Seconded by Cllr Duke and all Cllrs in favour**

**19/219. PLANNING. Application S/HOU/20/0056 39 Home Close**

**A proposal was made by Cllr Rawlings to reply to this application with no comment. Seconded by Cllr Duke and all Cllrs in favour**

**19/220. PLANNING. Application S/HOU/19/1793. 11 Station Road. Side & rear extension**

**A proposal was made by Cllr Rawlings to reply to this application with no comment. Seconded by Cllr Duke and all Cllrs in favour**

The Clerk has an action to request an update from Ward Cllr Jefferies on the wall issue at Turnball.

**19/221 FINANCE. Approval of financing outside gym equipment for Rec field**

Council to apply for grant funding for this project. If unsuccessful can purchase from Sovereign and pay over 3 years using Leisure improvement budget for 2020/21 and factoring into the budget for a further 2 years. Will be a % costs to CPC but should obtain £20000 overall for projects if successful. Some of these funds will go to creating a new play area at the Rec field.



**A proposal was made by Cllr McDonald to approve this course of action to fund new outside gym equipment. Seconded by Cllr Rawlings and all Cllrs in favour**

**19/222. FINANCE. Approve job description and job spec/advert for Administration Assistant.**

Salary of up to £11.50 based on experience was agreed on. All other details confirmed.

**A proposal was made by Cllr McDonald to approve the job spec and advert for release. Seconded by Cllr Rawlings and all Cllrs in favour**

**19/223. Committee Reports**

**Finance -** The Dec 19 figures reviewed. No questions. Proposed as accurate by Cllr Kearsey, seconded by Cllr Harris and all Cllrs in favour.

**EGPA –** Requesting ideas to Clerk on how to get the Rec hall used more.

**Risk Assessments – Feb 2020**

No assessments for Feb. Jan assessments carried out with no major issues. Minor issues being addressed with Clerk and Handyman.

**Grants Sub-Committee -** No update.

**19/224 Items for next agenda. None**

Meeting closed 20.51

**Date of next meeting:** Monday 9<sup>th</sup> March 2020 at 7.30pm at The Recreation Hall, Off Norris Close

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

Clerk	<b>19/91</b>	<b>Chase up the Grants committee</b>
	<b>19/158</b>	<b>Investigate legalities of flowers on war memorial graves</b>
	<b>19/174</b>	<b>Check budget report for posting of Finance Gas &amp; Elec</b>
	<b>19/187</b>	<b>Find out how to download data from Hodson Road SID</b>
	<b>19/190</b>	<b>Create advert for new Cllrs. Ask other Clerks how they recruit new Cllrs. Add to Feb agenda to discuss feedback.</b>
	<b>19/120</b>	<b>Add website review bi-monthly to agendas</b>
	<b>19/121</b>	<b>Work with contractors on prepping wildflower areas &amp; not cutting strouds Hill green</b>
	<b>19/213</b>	<b>Add to March agenda – review need for planning committee</b>
	<b>PLANNING</b>	<b>Ask Cllr Jefferies for Turnball planning update</b>
Cllr Jefferies	<b>19/178</b>	<b>Investigate mud issue at Draycot Foliat</b>
Cllr Jefferies	<b>19/197</b>	<b>Investigate end of Badbury footpath being blocked</b>
<b>ALL CLLRS</b>	<b>19/188</b>	<b>Send Cllr McDonald info of local resources for community response doc.</b>