

CHISELDON PARISH COUNCIL



MINUTES of the PARISH COUNCIL MEETING

held on Monday **12th April 2021** at 7.30pm. Remote meeting via MS Teams.

Present: Cllrs Matt Harris (Chairman), Ian Kearsey, Keith Bates, Jenny Jefferies (Also Ward Cllr), Chris Rawlings, Jon Jackson, Justine Randall, Paul Sunners, Pauline Barnes, Andrew McDonald, Andy Rogers, Steve Duke. Clair Wilkinson as Clerk.
Also in attendance – Mr Raj Patel (Sunny) and Mr Sanjay Dogra

To be noted that Cllr D Rogers has resigned from the Council

21/01 Apologies given: Ward Cllr Sumner not attending due to meeting commitment Cllr Simpson is unwell.

Cllr Duke proposed that these apologies be accepted. Cllr Rawlings seconded and all Cllrs were in favour.

21/02 Public recess. No public

21/03 Co-option of New Cllr.

Raj Patel (Sunny).

Cllr Harris read the legal declarations for Parish Cllr eligibility and Mr Patel confirmed his eligibility.

Cllr Barnes proposed that Mr Patel be co-opted as a Parish Cllr. Cllr Duke seconded and all Cllrs were in favour.

Mr Patel was not yet entitled to vote on council matters as the "Acceptance of Office" declaration had not yet been signed. He joined in discussions but did not vote on any items on the agenda.

21/04 Co-option of New Cllr.

Sanjay Dogra.

Cllr Harris read the legal declarations for Parish Cllr eligibility and Mr Dogra confirmed his eligibility.

Cllr McDonald proposed that Mr Dogra be co-opted as a Parish Cllr. Cllr Bates seconded and all Cllrs were in favour.

Mr Dogra was not yet entitled to vote on council matters as the "Acceptance of Office" declaration had not yet been signed. He joined in discussions but did not vote on any items on the agenda

21/05 Declarations of interests & vote on any dispensations applied for. Cllr Rawlings has an allotment and will not vote on any allotment agenda items.

21/06 Approval of minutes from 8th March 2021 No changes

A proposal was made by Cllr Kearsey that these minutes were accurate. Seconded by Cllr Rawlings, all Cllrs were in favour.

21/07 Action points:

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

Clerk	20/137	Update the Sickness and Absence policy & Reserves policy. Upload all 3 policies onto website and MS Teams page. S&A Policy to do, other 2 policies loaded to website and MS Teams. DONE. Publish updated Equal Opportunities & Diversity policy & Talking with Developers policy after amendments are made. DONE
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Cllr Jefferies WC Mattock Cllr Rawlings & Sunners	20/187 20/188	Arrange creation and printing of Parish newsletter. ONGOING.
	20/204	Add Census update to Parish Newsletter. DONE
	20/210	Invite BMX group to present plans at April full council meeting. DONE. Did not attend
	20/212	Create first Rec hall/ground committee meeting. DONE
	20/215	Add review of committee composition to April full council agenda. Added to May Annual meeting
	20/09	Investigate end of Badbury footpath being blocked. Still waiting for SBC officer update. Chased but will be low priority on SBC list.
	20/169 20/209	Chase up SBC with letter to landowner for cutting back hedges at New Road. CLOSED. Hedges cut Make sure enough information is provided on the April EGPA agenda to vote on the Chapel pathway and the roof for the Rec Hall. DONE. Path voted on and roof replacement no longer needed.

21/08. Vote on approval of letter to The Football Association supporting Chiseldon Football Club with a grant request for pitch improvements.

A proposal was made by Cllr Rawlings to approve this letter. Seconded by Cllr Kearsey, all Cllrs were in favour.

21/09 Community Safety report, including crime stats. Cllr Sunners

No stats available at present.

Graffiti from dog bin near allotments removed. Noted the destruction to the bird feeders in the same area. The abandoned vehicle on Strouds Hill is still there. Ward Cllr Jefferies will try again to get this removed.

21/10 Ward Cllrs updates. Ward Cllr Jefferies

Cllr Jefferies was asked about New Road repairs. This will not be considered by SBC until the planning appeal for Earthline has been concluded by the Inspectorate. No dates known for this.

Ward Cllr Sumner written report:

Available on request from the Clerk. No urgent items to note. The report will be added as a news item on the Parish Councils website. (Contains planning application update, Fibre scheme update, post-box update, re-surfacing work update)

21/11. Approve date of Parish Festival in 2022

The Clerk is to draw up a basic plan on how the prep is going to work for this and bring back to Full Council.

The proposed date is Friday 3rd June 2022 which is a bank holiday due to the Queen's Platinum jubilee.

A proposal was made by Cllr Kearsey that this date be approved for the festival. Seconded by Cllr Rogers, all Cllrs were in favour.

21/12. Proposal from BMX working group.

No information received. Move to next meeting.

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21/13. FINANCE. Approve £95 for allotment water tank lid. Approved by EGPA committee.

A proposal to approve this expenditure was made by Cllr Bates, seconded by Cllr Randall and all Cllrs were in favour.

21/14. FINANCE. Approve £94 for plastic gym signage for Rec field. Approved by EGPA committee.

A proposal to approve this expenditure was made by Cllr Rawlings, seconded by Cllr Bates and all Cllrs were in favour.

21/15. FINANCE. Approve £300 to clean the drains and a possible further £300 to map the drains with a camera for the Chapel Path on Butts Road. Approved by EPGA committee.

A proposal to delegate powers to the Clerk to arrange this work and approve this expenditure was made by Cllr Duke, seconded by Cllr Rawlings and all Cllrs were in favour.

21/16. FINANCE. Approve £300 costs for a one off clearance of green waste from the Butts Road Cemetery.

A proposal to delegate powers to the Clerk to arrange this work and approve this expenditure was made by Cllr Randall, seconded by Cllr Jefferies and all Cllrs were in favour.

21/17. FINANCE. Approval of maximum £1000 expenditure to provide a new laptop for the Clerk.

Note – the hard-drive had to be replaced with a temporary drive to allow it to work and the laptop is approx. 5 years old.

A proposal to approve this expenditure was made by Cllr Jefferies, seconded by Cllr Barnes and all Cllrs were in favour.

21/18. FINANCE. Review of annual income/expenditure figures for 2020/21 Financial Year.

There were no questions or comments on these figures.

21/19. PLANNING. No items

21/20. Committee Reports

Finance – March 2021 financial report. No questions

A proposal was made by Cllr Jackson that the March 2021 finance figures were an accurate representation of the councils income and expenditure for the month. Seconded by Cllr Randall, all Cllrs were in favo.

April to date financial report. No questions.

Cllr Harris reported that the council is moving their banking to an on-line facility with Unity.

EGPA - Cllrs Rawlings noted no items to report but commented on a busy next meeting due to Rec Hall issues.

Planning – Cllr Kearsey reports that the application for Saddlestones was refused by SBC and has gone to appeal. CPC have sent comment to the inspectorate on this matter. The Berricot Lane development for 11 dwellings is being voted on again by SBC planning committee next week.

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Risk Assessments:

Completed in March 2021 with no issues to report:

Infectious disease
Castle View Play Area
Street Furniture

To be completed in April 2021:

Clerks Job Description
Admin Officer Job Description
Trees around the Parish.
Infectious disease RA carried out each month and reviewed by Chairman.

Clerks Correspondence – It was requested that the information for the “Great British Clean up” was added to the April EGPA agenda.

21/21 Items for next agenda. No items

Meeting closed 20.42

Date of next meeting: Tuesday 4th May 6.45pm 2021 via MS Teams. See agenda for login details.

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

Clerk		Arrange creation and printing of Parish newsletter.
	20/188	Draw up a plan for the 2022 Parish Festival and bring back to Full Council – May or June
	21/11	Schedule in presentation from BMX group for May or June meeting
	21/12	Arrange for drain clearance and possible camera mapping at Chapel on Butts Road
	21/15	Arrange for green waste clearance at Graveyard on Butts Road
	21/16	Investigate end of Badbury footpath being blocked. Still waiting for SBC officer update.
	20/09	Follow up with SBC on removal of abandoned vehicle on Strouds Hill
Cllr Jefferies	21/09	

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

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